

BRYN MAWR OCEAN TOWERS

Adopted Rules 2017

RULES

The following rules are based on common sense and consideration for your neighbors. They are intended to make life at Bryn Mawr enjoyable and safe for everyone.

Owners are encouraged to help maintain a safe and orderly condominium community. Violators should be reminded of the rules. If necessary, a complaint can be made in writing to Elliott Merrill, the Association's Management Company, located at 835 20th Place, Vero Beach, FL 32960. Forms for this purpose are available in the recreation rooms of each building.

GENERAL ITEMS

1. Nothing may be affixed to the outside of your unit without the written permission of the Board of Directors. This includes screens, storm doors, hurricane shutters or any item visible from outside your unit. In particular, color, style and installation specification must conform to the Association directives.

2. Towels, clothing, rugs, mops, etc. are not to be hung or shaken over the balcony or walkway railings.

3. No furniture or decorative objects may be placed on walkways.

4. **No hibachi, charcoal, electric or propane grill, or similar devices used for cooking, heating or any other purpose shall be used or kindled or stored on any balcony, under any overhanging portion, or within 10 feet (3M) of any structure.**

5. Garbage and trash must be disposed of down the chutes or in the dumpsters. Garbage must be enclosed in plastic bags that are closed and tied shut. Material for recycling should be placed in the appropriate bins.

6. Loud noises from stereos, TVs, musical instruments and parties are not desirable. Owners and renters are requested to be considerate of their neighbors by reducing the noise level.

7. Children under the age of 12 must be supervised by an adult in all common areas, both indoors and outdoors.

8. All objects, chairs, tables, etc., must be removed from balconies when the unit is closed for the season.

RESIDENTS and GUESTS

1. Resident refers to an owner in residence, or to a family member, friend, or renter who has been authorized by the owner to occupy the unit. Guests may be day guests or resident guests (i.e. overnight guests of a resident).

2. Subject to some restrictions given in this document, guests may use any of the facilities of the condominium. However, when using these facilities guests should remember that they are guests of all who are living in Bryn Mawr, and should conduct themselves accordingly.

3. Owners are responsible for maintaining security, and for the behavior of any guests or residents (e.g. renters) in their units. Owners and renters are liable for any damage or costs caused by them or their guests.

4. Owners who are not in residence cannot invite day guests to use condominium facilities.

5. Recreational facilities are available to residents and guests on a non-reserved basis, except that the Board may reserve some time blocks for special purposes.

6. Owners are required to notify Elliott Merrill in advance of the dates of arrival and departure of any person or persons who will occupy the unit in their absence.

7. Owners also are urged to keep Elliott Merrill informed of their arrivals and departures.

PETS

1. Dogs (up to a 30 pound limit), cats, and other household pets may be kept in a unit by owners only. Owners must submit in advance a recent photo of any pet that they plan to have in their units, for approval by the Board of Directors. Maximum number of pets is two per unit. **Effective March 1, 2013, renters, guests or relatives may no longer have pets while renting/staying at Bryn Mawr Ocean Towers.**

2. Pets must be on a leash, and may be taken to the designated area near the main driveway. Pet

owners are required by law to pick up the fecal excrement.

3. No pets are allowed in the pool area, within the tennis court enclosure or clubhouse.

RENTING or LEASING

1. All applications for the rental and/or leasing of a unit must be completed, signed and sent to Elliott Merrill for approval by the Board prior to occupancy. **The minimum leasing period is 60 days and no unit shall be leased for more than two (2) lease periods during any calendar year.** Any lease for less than 60 days or which exceeds 2 lease periods per calendar year must be disapproved by the Board of Directors. Such applications must be received at least 10 days prior to the occupancy of the unit and accompanied by a fee as determined by the Board. No application will be approved for any unit in arrears.

2. Renters are fully subject to Association rules, regulations, and bylaws. Any lease is subject to cancellation without notice by the association if the renter fails to comply with these rules.

3. Owners are not entitled to use the common facilities, or to invite guests, during any period when their unit is rented. Owners will not cause an assigned or guest parking space to be occupied during the term of the lease by other than the lessee.

4. A copy of these rules must be attached to each lease and form a part of such lease. Owners are responsible for making sure that all renters or other residents are informed of and adhere to these rules. Preferably a copy also should be posted in the unit.

5. A maximum of four adults may occupy a leased unit.

COMMON AREAS

1. Common areas consist of the grounds, roads, parking areas, fishing pier, beach cross-over, elevators, halls, storage areas, walkways, recreation halls, clubhouse, pool, tennis courts, shuffleboard court, putting green, picnic area, etc. Residents and guests should treat these shared facilities as they would facilities in their own home, should assist in maintaining them, and should make sure that their use does not interfere with the usage and enjoyment of other residents.

2. Shirts and footwear are required when entering all buildings, elevators and recreation rooms.

3. Sporting equipment should be returned to the storage areas where it was obtained.

4. Do not enter the common halls or elevators when wet from the pool or ocean.

5. Smoking is not permitted in the lobbies, hallways, elevators, recreation rooms, clubhouse or in any enclosed common area. Cigar and pipe smoking is not permitted at the pool and tennis court areas. Smoking is defined by the Florida Clean Air Act as having in one's possession any tobacco product that is lit.

6. Roller skates, roller blades and skateboards cannot be used anywhere on the property.

7. Children under the age of 10 may not use the pool tables. Children between the ages of 10 and 14 may use the pool tables if a supervising adult is present.

8. Residents may invite day guests to use recreational facilities, (see conditions regarding pool and tennis in items 9, 10 and 11 below), if any question arises, it must be understood that residents have priority of use.

9. Day guests using the pool or tennis courts must be registered or accompanied by a host at all times.

10. Registration of day guests using pool or tennis courts: The resident should inform Elliott Merrill of their name and unit number, the name or names of their guests, the date and the facility that will be used. This can be done by any method approved by the Board, e.g. by phone, fax, email or by a sign in sheet.

11. All persons using the tennis courts must adhere to the rules posted at the courts.

12. All persons using the fishing pier must adhere to rules posted there.

13. Tar should be removed from the feet when leaving the beach. Equipment for removing the tar is located at the foot shower at the west end of the dune crossover.

POOL RULES

1. A shower must be taken at the pool immediately before entering the pool. If you have applied suntan oil or lotion since you last were in the pool, you must shower again.
2. No swimming in the pool unless both covers have been removed completely.
3. No pets allowed in the pool area.
4. No glass containers or food is allowed in the pool area.
5. No running on the pool deck.
6. Children under 12 must be supervised by an adult at all times.
7. Persons not toilet trained or incontinent must wear tight-fitting waterproof pants when in the pool.
8. Day guests must be registered or accompanied by a host.
9. Surf boards, boogie boards, air mattresses, inflated rafts, or other large floating toys are not allowed in the pool.
10. Only radios or CD players with earphones may be played in the pool area.
11. Place a towel on the pool furniture before you sit or lie down.
12. Soap or shampoo is not permitted in the pool or pool showers.
13. Do not enter clubhouse when wet. Swimmers must use the bathrooms at the South end of the pool.

CLUBHOUSE

1. A resident may schedule the use of the clubhouse meeting room for events that are restricted to residents, resident guests, and up to two day guests (unless more are authorized by the Board). The resident must provide advance notice to Elliott Merrill and check out a key. The resident is responsible for the return of the key and for making sure that the room is left in the same condition as it was found. Residents are responsible for security and behavior of their

guests. Scheduling normally is on a first-come first-served basis.

2. Residents may also apply to schedule use of the meeting room for events involving more day guests. The application should be directed to Elliott Merrill for Board approval, describing the proposed activity and the anticipated number of guests, and enclose a user fee of an amount approved by the Board.
3. Any event scheduled in the clubhouse that involves food or drink requires a deposit by the sponsoring resident of an amount determined by the Board. The deposit will be returned after the management company's staff inspects the facilities. For events sponsored by the Board or by an Association committee (e.g. the Social Committee) this deposit requirement may be waived.
4. Clubhouse use does not include pool area unless specifically approved by the Board.
5. Board must approve use of the clubhouse for any use other than one sponsored by an authorized committee of the Association.
6. Use by outside clubs or organizations are prohibited unless specifically approved by the Board.

PARKING

1. All vehicles (except service vehicles) parked in Bryn Mawr must have parking permits. Vehicles parked in another unit's assigned space will receive a notice that the vehicle will be towed. The warning period may be eliminated for repeat offenders.
2. Parking permits are of two types: **regular** and **guest** permits.
3. **Regular permits:** Each unit is entitled to one permit in the form of an orange decal and will be issued at the time the owner registers the vehicle with the on site employee of the management company. The decal is valid only when permanently attached to the vehicle's window. All permits are valid for parking in the unit's assigned space or in a guest space. When a vehicle is disposed of, its decal should be removed or defaced.
4. Persons who rent or lease a unit will receive a regular permit for the time of their residency.

Vehicles must be registered upon arrival with the on site maintenance manager and a permit in the form of a blue decal will be issued. The decal is valid only when attached to the vehicle's window. Parking is permitted in the unit's space or a guest space. The decal must be removed from the vehicle when the tenant leaves.

5. If a unit has a second car, another regular parking permit can be requested.

6. **Guest permits:** Each unit receives one guest permit, to be displayed on the dashboard of the guest's vehicle. Such permits are valid in the guest area or in the unit's assigned space. *The resident is responsible for the safekeeping of this permit,* and should make sure to retrieve it from guests when they leave. If a permit is lost, the resident may request Elliott Merrill to invalidate it and issue another. If the resident has several guests at the same time, additional permits may be obtained.

7. The guest parking area consists of the designated spaces in the last row of each building lot and at the clubhouse.

8. The temporary parking of boats, trailers, campers and RV's is permitted for a period not to exceed 5 days, which shall be consecutive, within a 30-day period. However, those boats, campers, trailers and RV's already parked may continue to be parked if registered, covered and in the confines of a proper parking space until sold or otherwise disposed of or the owner's unit is sold.

9. The semicircular drives at the building entrances are loading zones. They should be used only briefly for loading and unloading.

10. All vehicles will be parked facing the curbs.

11. Appropriate ID is required to park in the handicapped spaces.

12. The speed limit is 15 mph.

13. Residents may not park commercial vehicles used for business purposes.

STORAGE AREAS

1. Each unit has a designated storage locker located on the same floor. Storage is limited to the enclosed area. Nothing should be stored outside the enclosed area.

2. Each floor has an additional common storage room at one end of the walkway. Since each room serves six units, each unit should restrict use to a small part of the floor area. Stored items should be tagged with the owner's unit number. Storage at the end of each floor is for owners on that floor only.

3. Owners and renters must register their bikes and Kayaks with the on-site employee of the management company in order to store them in the storage rooms or stairwell on the ground floor of each building. Bikes and Kayaks should be tagged with owner's name and unit number. **Kayaks should not be stored on the outdoor racks between anytime you are not on the premises for a period of more than five (5) days between June 1st and November 30th.**

4. Renters must remove their bikes from the property when their rental period ends.

5. No motorcycles, hazardous materials, fuel, or flammable liquids can be stored in any storage area.

6. Nothing should be stored in rooms that have utility access or are reserved for building maintenance supplies. All stairways must be kept clear at all times.

7. Some floors have additional storage. Such room serves 12 or more units. Each unit owner should restrict use to a small part of this storage area. Be considerate of other owners. All stored items must be tagged with the owner's unit number.

8. Renters may not use storage areas outside the "cage" for year round storage.

9. Walkways to the "cage" storage area and those within the cage rooms may not be used to store anything.

10. All units on a floor may make use of end storage unit rooms and "meter rooms" if permitted by utilities and law.

11. End storage units may not be locked unless all owners on floor are provided keys

HURRICANE SHUTTERS

Each unit must have hurricane shutters on all exterior windows and sliding glass doors. The cost of installing, maintaining, repairing, replacing and operating the hurricane shutters shall be the responsibility of each Unit Owner. All hurricane shutter installations must have prior written approval from the Board of Directors. All hurricane shutters installed must be maintained, repaired, and replaced by the Unit Owner, as appropriate, so as to be in good working order at all times. Hurricane shutters shall be closed any time the unit will be unoccupied for a period of more than five (5) days during the period of time between June 1st and November 30th. It is strongly recommended that all owners refer to paragraph 17c titled "Hurricane Shutters" on pages 37-38 of "The Declaration of Condominium of Bryn Mawr Ocean Towers" for more details on hurricane shutters.

Contact Elliott Merrill Community Management with any questions or concerns – 772-466-2630.