



# Ocean Towers of Vero Beach Rules and Regulations

Before any party buys or rents a unit in Ocean Towers they should understand that their residence depends on following the Rules and Regulations.

Any person agreeing to abide by these Rules and Regulations also agrees to abide by the provisions of the Declaration of Condominium, the Articles of Incorporation and the Bylaws of Ocean Towers of Vero Beach Condominium Association, Inc.

**Note:** Complaints and requests for service must be made in writing to the Management firm, keeping in mind that owners are responsible for doors, doorframes, windows, screens, and patio enclosures.

## Management Company

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

(772) 569-9853  
(772) 569-4300 - fax

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Website: [www.elliottmerrill.com](http://www.elliottmerrill.com)

Manager, Lynn M. Heberling - CAM

Stephanie McCorkle, Administrative Assistant  
Email: [stephaniem@elliottmerrill.com](mailto:stephaniem@elliottmerrill.com)

1. **CHILDREN**

Children are not to play on public balconies or stairways, or interfere with the operation of the elevator.

2. **PETS**

No owner or lessee shall be allowed to keep pets (excluding canaries, parakeets, and fish) in their apartments. No pet shall be allowed by guests to commit nuisances in any public portion of the buildings or grounds of the Association.

3. **OBSTRUCTION**

Driveways, entrances, passages, courts, elevator, vestibules, stairways and corridors must be kept open and shall not be obstructed in any manner.

4. **DESTRUCTION OF PROPERTY**

Neither owners, their dependent, nor guests shall mark or damage the face or other exterior parts of the building. Owners shall be responsible for any such damage.

5. **BALCONIES**

No towels, clothing, rugs, mops, or brooms shall be hung from the railings, balconies, or windows.

6. **PARKING**

Each assigned space shall be used only by the assignee thereof or by a person designated by the assignees. No trucks, other than service trucks performing service in the condominium area, shall at any time be parked either in assigned parking spaces or quest spaces. No vehicles shall be parked within the driveway limits, particularly the West driveway in front of the Townhouses. No covers are permitted on any vehicles. To preserve the residential character of the property, no boats, trailers, campers, motorcycles, mini-bikes, or recreational vehicles shall park in the common areas of Ocean Towers of Vero Beach.

**7. ENGAGEMENT OF MAINTENANCE & MANAGEMENT EMPLOYEE**

If a member of the Association or a tenant desires to engage the service of one of our maintenance contract personnel, such service may only be performed outside the normal work time of the contract personnel. The Board of Directors of your Association discourages the giving of gratuities to any contract service personnel for the Association work.

**8. LEAVING APARTMENT FOR EXTENDED PERIOD**

When an owner is leaving his apartment for an extended period, he should notify the manager and sign a release authorizing the building maintenance contractor to inspect the apartment periodically. This is the approved procedure. If the owner prefers to have someone else perform this service, he should sign a release of this responsibility and designate the authorized individual. If an owner permits friends or relatives to use the apartment in his absence, he should notify the office of the dates of occupancy. Upon arrival, the visitors (as well as lessees) will be given a copy of these rules and regulations. They will also be given a brief digest of such items in the Condominium Documents and By-Laws as "Nuisances" (Page 23). Strict compliance on these matters is required to preserve congeniality and compatibility.

**9. COURTYARD MAINTENANCE**

Townhouse owners must arrange for proper maintenance of the courtyard while not in residence.

**10. OCCUPANCY**

The word "occupancy" when used in the Declaration of Condominium is defined as permitting children under 18 years of age to live in an apartment for a period of time in excess of normal vacation visits in any calendar without the approval of the Association.



## 11. VIOLATIONS

Recognizing that the facilities of the condominium are for the exclusive use of owners, lessees, houseguests and guests in residence during an owner's absence, these rules and regulations will be enforced as follows:

- a. Violations should be reported to the office of the condominium- not to the Board of Directors or its Officers. The office in turn, will notify the owner of such violation.
- b. Disagreements concerning violations will be presented to and judged by the Board of Directors will welcome the assistance of all in the enforcement of these rules and regulations.

## 12. SALES AND RENTALS

1. The Board of Directors must approve sales and rentals of an apartment prior to entering in the transaction. Applications may be obtained from the Chairman of the Membership and Investigating Committee. A personal interview, application for lease or contracts for sale are required along with a \$100 application fee.
2. Apartments may be leased for a minimum of 60 days provided occupancy is to be only by the lessee, his family and guests. No individual rooms may be rented and no transient tenants may be accommodated. Maximum numbers of rentals per unit are twice yearly.

The Board of Ocean Towers of Vero Beach, Inc. must be notified at least 14 days prior to the proposed date of any rental or sale of any unit in the condominium.

## 13. SATELLITE DISHES

Installation of satellite dishes shall only be installed as prescribed by the Board for each building within the Ocean Towers of Vero Beach, Inc. complex. All proposed installations must have prior written approval of the Board of Ocean Towers of Vero Beach, Inc.

#### **14. STORAGE SPACE**

Storage rooms are limited to the storage of nonflammable boxed materials labeled with the name and unit number of the owner. It shall be the responsibility of the unit owner to advise the property manager of all boxed material which they have placed in the common storage areas. Unidentified items may be disposed of at any time by the property manager.

#### **15. BICYCLE STORAGE**

There are currently no common facilities for bicycle storage. In the absence of Board approved storage facilities, all bicycles must be stored within the individual owner's apartment or carport. No bicycles may be stored on balconies or in the common walkways. (*We need to consider how we are going to create a common storage area*).

#### **16. EXTERIOR CHANGES**

Any proposed change to any exterior component of the buildings of Ocean Towers of Vero Beach, Inc., must obtain the prior written approval of the Board of Ocean Towers of Vero Beach, Inc.

Any proposed change or restoration of any nature to the exterior of any building e.g. windows, hurricane shutters, doors, painting, decking, etc. must be submitted in detail, in writing, with a drawing and name of construction company hired to do the work to the Board of Ocean Towers of Vero Beach, Inc.

#### **17. CHANGES IN RULES AND REGULATIONS**

The Directors of the Association reserve the right to change or revoke existing rules and regulations and to make such additional rules from time to time, as in their opinion, shall be the necessary or desirable for the safety and protection of the buildings and its occupants; to promote cleanliness and good order of the property and to assure comfort and convenience.