

Dune Walk by the Ocean



CONDOMINIUM ASSOCIATION, INC.

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GROUPS AND BUILDING RULES

I. PURPOSE AND SCOPE:

The Grounds and Building Rules contained herein are in compliance with the provisions of the Certificate of Incorporation, the Declaration of Condominium of the Dune Walk By The Ocean Condominium Association, Inc. (FKA Sand Dollar North) and as authorized under the provisions of Chapter 718 of the Florida Statutes (The Condominium Act). These rules are adopted for the purpose of ensuring that all owners may enjoy and be proud of the building and facilities under conditions which provide maximum comfort, convenience and safety.

II. OWNERS' RESPONSIBILITIES:

Each owner or his properly authorized and approved lessee shall be responsible for the actions and conduct of his family members and for guests as they relate to compliance with the Declaration of Condominium and the Grounds and Building Rules of the Dune Walk By The Ocean Condominium Association, Inc.

III. GUESTS AND VISITORS:

A guest is a person who is entertained by an owner or a member of his immediate family. When an owner is not present, guests may not in turn invite guests or visitors to use the facilities of the Condominium. An owner who is not in residence shall notify the Board of Directors in advance of the proposed occupancy of the condominium unit by any person(s) other than the owner, which may not at any time exceed six (6) persons per unit. The owner of the condominium unit shall make available to his guests a copy of the Grounds and Building Rules and apprise them of the importance of compliance with them. Overnight guests must register and obtain vehicle I.D. stickers.

IV. USE AND CARE OF PUBLIC AREAS:

- A. All porches, walkways, balconies, stairwells, and common areas must be kept clean and free of all personal items and debris. Clothing, towels, shoes, and other articles shall not be placed in walkways. No laundry, bathing suits, towels or others items shall be hung or displayed on railings, clothes lines or racks, walkways, driveways, or parking areas.
- B. Children shall not be permitted to play or loiter in the hallways, stairwells, elevators, walkways, driveways, or parking areas.
- C. No public areas shall be decorated or furnished by any individual owner or group of owners in any manner, except with the written approval of the Board of Directors.
- D. All waste shall be securely wrapped in plastic bags before depositing in the trash container or trash chute. No loose waste is to be deposited in trash chutes.

E. No door-to-door solicitation shall be permitted unless prior written approval has been granted by the Board of Directors. This includes not-for-profit organizations.

F. Smoking Restrictions

Smoking shall include the inhaling, exhaling, burning or carrying of lighted tobacco or nicotine product, including, but not limited to, cigarettes, cigars, pipes or electronic smoking devices. Each owner is responsible for the compliance with this rule by the owner, all residents within the owner's unit, and for all guests, visitors, and service personnel of such owner.

1. Smoking is prohibited in the elevators and stairwells.
2. Smoking is prohibited in the Clubhouse Building, including the meeting room, fitness gym, hallway, office and restrooms.
3. Smoking is prohibited in the Pool Area, including all areas within the fenced/walled pool recreation area.
4. Tobacco, ashes and smoking products shall not be thrown, tossed, or dropped from any portion of the condominium building, including balconies and walkways. No tobacco, ashes or smoking products are to be discarded in planters, shrubbery, lawn or other common areas.

V. PARKING SPACES AND DRIVEWAYS:

- A. There shall be no assigned parking spaces. Parking will be on a first come first served basis in areas prescribed by the Vehicle I.D. Program.
- B. Horns should not be used while parked or standing in parking area. Racing engines or loud exhausts should be avoided.
- C. Car washing by members only is permitted in the designated car washing area only, provided that water conservation is practiced.
- D. Parking lot spaces are not to be used for car storage. Cars left unattended in excess of 30 days will be removed at owner's expense.
- E. Parking is provided for passenger automobiles only. No trailers, motor homes, motorcycles, buses, boats, or commercially marked vehicles may be parked in parking area. All contractor trucks including those associated with both Owner and Association work are permitted on the property. They must conform to the current Association rules. The exceptions are those vehicles required to repair because of casualty damage(s), those who have regular service schedules, (e.g. refuse, etc.) and when required to address emergencies.

1. All passenger vehicles should not display any type of sign or advertising other than OEM (original equipment manufacturer) logos.
 2. Unlicensed/unregistered motor vehicles are not allowed.
 3. All passenger vehicles shall have no more than two axles, with four wheels maximum.
 4. All passenger vehicles shall not be visually modified beyond OEM conditions. No raised vehicles.
 5. All vehicles shall be in good repair, intact and in presentable condition. Tailgates must be installed and closed when not in use. All vehicles leaking fluid of any type are prohibited. Repair cost for any damage to common elements will be paid by the unit owner who is responsible for the vehicle leaking fluid.
 6. Pickup truck beds must be covered by a same colored cap or emptied of all contents between sunset and sunrise. No visible storage is allowed.
 7. Larger vehicles and pickup trucks are asked to park on the west side of the parking lot.
- F. All authorized vehicles parked in parking areas must display an I.D. tag provided by the Association. Procedures for obtaining I.D. tags are contained in Vehicle I.D. Tag Program. Vehicles not displaying a proper I.D. tag will be towed away at owner's expense.

VI. ELEVATORS:

- A. Smoking is not permitted in the elevators. Elevator service shall not be delayed by using the HOLD button or the STOP switch.
- B. In the event of power failure, elevator will return to the ground floor. Use elevator as little as possible during electrical storms. If at any time the elevator is not working or the alarm bell is ringing, telephone the Management representative as posted on the bulletin boards.

VII. BALCONIES, WINDOWS, AND DOORS:

- A. No awnings, window guards, ventilation, or air conditioning devices shall not be placed on or about the common areas of the building, and no fixtures shall be placed on the building walls.

- B. Nothing shall be swept, poured, tossed, or shaken off the balconies or walkways, nor shall any dirt or refuse be swept or thrown from any portion of the condominium premises.
- C. No laundry, bathing suits, towels, carpets, or any other items shall be hung or displayed on railings, clothes lines or similar devices.
- D. No barbecue grilling of any kind will be allowed on balconies, porches, or walkways. Grilling is permitted on the beach and on common areas specifically designed for that purpose.
- E. No sign, notice, advertisement (e.g. For Sale or For Rent) or donation request shall be inscribed or exposed on any vehicle, at any window, door, or other part of the building nor shall any object be projected out of any window or door.
- F. Proper draperies, curtains, shades, or blinds shall be hung at all windows and sliding glass doors. Newspapers, aluminum foil, or sheets shall not be permitted.
- G. Balcony Care, Maintenance and Restrictions
 - 1. No tile, rugs or other coverings shall cover or be placed on the balcony's waterproof membrane surface. The balcony shall not be painted.
 - 2. Avoid furniture on the balconies with sharp edges or metal feet. Furniture must have rubber or plastic tips on the leg bottoms so items will not dig into membrane surface. Do not allow rust to stain the membrane surface.
 - 3. Avoid dropping or dragging heavy objects on the membrane surface. Items that retain moisture should be repositioned periodically so as not to cause damage to the membrane. Do not cut, scrape or gouge into membrane surface.
 - 4. Balcony surfaces should be periodically swept to remove loose dirt. Household detergent should be used to remove contaminants that may leave residues. Use a push broom or scrub brushes/pads to clean the surface. Do not use wire brushes for cleaning. Never use solvents, bleach, alcohol or harsh chemicals to clean membrane surfaces.
 - 5. Property Manager should be contacted regarding needed repairs. Cracking or heaving of the concrete under the coating should be reported to Property Manager.

VIII. BUILDING, STRUCTURE AND MAINTENANCE:

- A. No structural changes or alterations within the condominium unit or any part of the building shall be permitted without prior approval of the Board of Directors and/or pertinent city, county, or state approval.
- 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 should be serviced at regular intervals to ensure proper operation and to prevent damage to other condominium units and hallways.
- C. Satellite dish and antenna systems– The condominium unit is provided with a cable television / communication system. In order to protect the structural envelope of the building, and safety of its residents, no condominium unit owner, guest, or tenant is permitted to install any antenna system, including any satellite dish, which violates any of the following restrictions:
 - 1. The antenna system must be installed according to manufacturer's specifications, by a qualified professional who must submit proof of adequate insurance before commencing any work on the property.
 - 2. The antenna system must be wholly within unit boundaries. No part of the system may extend beyond the intercepting vertical plane of the unit. The system may not obstruct access to or from any unit.
 - 3. The antenna system must be free standing and may not exceed 1 meter in diameter. No part may be attached to or allowed to scratch/mar any building element. The antenna system installation must be designed to allow rain water to drain freely without retaining moisture on the balcony membrane and remain stationary in wind speeds of up to 74 mph. No drilling is permitted into any common element or through any exterior wall into the unit.
 - 4. In accordance with Rule XV regarding Hurricane Preparedness, a balcony antenna system is considered an item that must comply with Rule XV, Section B, Subsection 2.
 - 5. The unit owner is responsible for any damage to any common element or other unit owner's property that the antenna system directly or indirectly causes, including but not limited to electrical, fire, lightning, or physical in nature. Any emanating signal may not interfere with existing commercial transmissions.
 - 6. The antenna system must be painted to blend into the association's theme, provided it does not interfere with reception or cause an unreasonable cost. No advertisement or sign, including manufacturer's logo, shall be exposed on the antenna system. The antenna system must be continually maintained in a state of proper repair and at all times be free of visible signs of rust.

- D. Owners, lessees, or guests shall not be permitted to directly give orders or directions to any maintenance staff employee. All requests for service shall be made in accordance with instructions published by the Board of Directors.
- E. Cards that are 3" x 5" may be placed on the mailbox bulletin board and will be removed periodically by the Board. Bulletin boards adjacent to the elevators are for notices of board meetings, and condominium business, or for notices approved by the Board of Directors.
- F. If a unit is unoccupied for more than 48 hours, the main water must be shut off to the entire unit.

IX. ROSTER OF OWNERS AND OCCUPANTS:

- A. The Board of Directors shall maintain a roster of unit owners, their permanent legal addresses, and their telephone numbers, local and long distance.

X. SWIMMING POOL AND AREA:

- A. The swimming pool facilities are restricted for the use of owners or lessees and their registered overnight guests.
- B. Any person with skin rashes or skin conditions or communicable disease is not permitted to use the pool. Persons with open cuts or skin abrasions are requested not to use the pool.
- C. Glass containers of any kind are not permitted in the pool area.
- D. Refuse or similar trash shall be deposited in trash receptacles around the pool area. Cigarettes, cigars, and pipe ashes shall be placed in sand receptacles.
- E. Pets shall not be taken to the pool area at any time.
- F. No furniture or equipment shall be removed from the pool area. Chairs and lounges may not be reserved in any way.
- G. Children under 12 must be supervised by a parent while in the pool area. Violation of this rule will mean loss of swimming privileges. Parents shall accompany and are responsible for children's safety and behavior in the pool area. Small children wearing diapers are not permitted in the pool.
- H. No liability whatsoever is assumed by the Condominium Association for use of any facilities.
- I. The swimming pool may be used only during posted pool hours.

- J. No rafts, inflatable toys, or snorkel or scuba equipment are permitted in the pool.
- K. There shall be no ball playing, running, shouting, or excessive noise in the pool area.
- L. Furniture in the pool area shall be covered with a large towel before being used by swimmers having on lotions, oils, or creams.
- M. Rules posted in the pool area must be complied with at all times.

XI. ASSESSMENTS AND MAINTENANCE CHARGES:

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. Quarterly assessment installments shall be due on January 1st, April 1st, July 1st and October 1st, payable in advance. Assessments and installments thereof not paid when due shall become delinquent. Late payments not received within fifteen (15) days of due date will incur a \$25 administrative late fee and shall bear interest per paragraph 9.7 of the Declaration of Condominium. The Association will charge the owner the Association's direct costs as a result of a returned or rejected check or other instrument.

XII. RESALES:

- A. The Condominium Act requires complete disclosure on re-sales 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 documentation:
 - 1. A copy of the Declaration of Condominium;
 - 2. A copy of the Articles of Incorporation of Dune Walk By The Ocean Condominium Association, Inc.;
 - 3. A copy of the approved operating budget for the current year, including the monthly charges for maintenance for the condominium unit to be sold to the prospective buyer;
 - 4. A copy of the By-laws of Dune Walk By The Ocean Condominium Association, Inc.;
 - 5. A copy of the Grounds and Building Rules of Dune Walk By The Ocean Condominium Association, Inc.
 - 6. A copy of the 04/16/2015 Notice of Opt-outs Pursuant to Florida Statue Chapter 718.

- B. All of the above information shall be furnished to the prospective buyer prior to the execution of closing of the sale. Before approval of a resale of a condominium unit by the Board of Directors, assuming the purchaser meets the requirements for approval, the Board will require certification that the prospective purchaser has read the complete Documentation package and is satisfied to purchase the Condominium unit, subject to all provisions of the Documentation package.
- C. The owner submitting an application for resale of a unit shall accompany said application with an application of membership questionnaire duly filled out and signed. No resale of a condominium unit shall be made to any party other than an individual and/or his or her spouse. A copy of each executed conveyance shall be delivered to the Board of Directors within ten days after the date of closing. Re-sales to unit owners need not have approval of the Board of Directors.
 - 1. Any unit owned by an entity which is not a natural person shall designate the single family, and the natural persons comprising said single family, who for all purposes shall be the sole residents and occupants of the unit. Said designees shall be jointly and severally liable with the titled unit owner for all obligations and shall sign and consent to same on the written designation. Multiple or concurrent designations per unit in a single year shall not be permitted and are void.

XIII. LEASES:

- A. Owners shall not lease their condominium unit for less than thirty (30) days. Lessee is not permitted to sublease.
- B. No condominium unit or part thereof shall be permitted by the owner or his lessee to be used as a hotel, transient apartment, or motel. The condominium unit, and all parts thereof, shall be used as the personal residence of the owner and his/her immediate family, or of his/her lessee and his/her immediate family, and for no other purpose whatsoever.
- C. A leased condominium unit shall not be occupied overnight by more than six (6) people.
- D. The lease of any condominium unit shall be approved by the Board of Directors. A unit owner processing a request for Approval to Lease shall certify that the Lessee has been provided a copy of the Grounds and Building Rules, that the lessee has read same, and has agreed to comply. The unit owner must provide a copy of the 04/16/2015 Opt-out Notice to a renter before signing a lease. The owner submitting an application for lease of a unit shall accompany said application with the Association's questionnaire duly filled out and signed, and with a copy of the proposed lease. No unit may be leased to a corporation, company, partnership, or any other business or commercial organization.

- E. The unit owner shall be responsible for all damages to building, equipment, and furnishings caused by his lessee.
- F. Lessees must register within 24 hours of arrival and obtain vehicle I.D. tags.

XIV. CONDOMINIUM UNIT RESTRICTIONS:

The interior of the condominium unit is the owner's private home in the same sense as though it were a separate and single dwelling. The owner is responsible for maintaining it. The only restrictions are those imposed by the Declaration of Condominium, the By-laws, and these Grounds and Building Rules. Each owner, members of his family, guests, and his lessee should know the following limitations:

A. NOISE AND DISTURBANCES:

1. No resident shall make or permit any disturbing noise in the building nor permit anything to be done 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, as well as the floor above or below. The rule of reason shall prevail.
2. In order to minimize transmission of noise, at least three-fourths (3/4) of the floor area of each room (except kitchen, bathrooms, and foyer), including interior passageways, shall be covered by rugs, carpets, or other adequate soundproofing insulation. Felt pads or similar noise suppression items are required on chairs, tables and other movable objects that are not located on carpeted areas.
 - a. All unit renovations and new installations of floor tile, wood or other hard flooring must comply with Florida Building Code's Section 1207 Sound Transmission, as amended. In addition to a 4" square flooring underlayment sample, the Owner must submit manufacturer's sound transmission and impact insulation class ratings based on Dune Walks' floor/ceiling assembly prior to flooring installation, to Association Office.

3. Show consideration for neighbors by not permitting loud talk in hallways, elevators or balconies, or by playing the television, radio, stereo, or musical instruments too loudly. Entrance doors, interior doors, and cabinet doors shall be closed with care to make the least possible noise. No installation, repair or maintenance work requiring hammering, drilling, sawing, or other similar noisemaking shall be permitted after 5:00 P.M. or before 8:00 A.M. on weekdays and not after 5:00 P.M. or before 9:00 A.M. on weekends.

B. DOGS AND OTHER PETS:

1. Pets shall be on a leash at all times while in public areas and shall be walked off the grounds. Pets shall not be curbed in walkways, driveways, parking areas, in the shrubbery, or other public areas.
2. All pets must be registered and approved prior to pet arrival to Dune Walk. Owners having pets properly authorized shall assume full responsibility for any damage to personal property and common elements. Any conditional approval is subject to revocation and termination any time by the Board of Directors upon their determination that subject pet is vicious, is annoying other owner-residents, or is otherwise a nuisance.
3. Pet owners are responsible for the retrieval and disposition of their pet's deposits by placing the deposits in sealed plastic bags or containers and disposing of them in the appropriate trash container.
4. Pet privilege is extended only to unit owners. A pet is permitted on Dune Walk property only when the unit owner is present. Lessees shall not be permitted to have pets on the premises. Guests and visitors of owner-residents shall not be permitted to bring any dog or other pet on the premises.
5. No pets over 25 pounds shall be authorized.
6. Any authorization for an oversized pet, already in place, dies with that pet.
7. Any owner wishing to keep more than one (1) pet must obtain written approval from the Board of Directors.
8. Pets are not allowed in the pool, pool area or the clubhouse building at any time.

XV. HURRICANE SHUTTERS:

A. Hurricane Shutter Specifications

1. All unit hurricane shutters must be white in color, must be either accordion or roll-down, and completely close with all parts including rollers, rods, pins and locks in working order.
2. All existing hurricane shutters must minimally meet requirements of 2001 Florida Building Code with 2002 Supplement for impact protection of openings in wind-borne debris regions.
3. Approval for hurricane shutter installation must be requested in writing from the Board of Directors.
4. All hurricane shutter installations require a St. Lucie County Building Permit and inspection approval.

B. Hurricane Preparedness

1. When a unit is unoccupied for 5 or more consecutive days:
 - a. All shutters must be closed and locked. All impact resistant glazed openings must be closed and locked.
2. During the hurricane season (June 1 – November 30), when a unit is unoccupied for 5 or more consecutive days
OR
within 18 hours following the National Hurricane Center's issue of a Hurricane Watch which includes the Dune Walk property:
 - a. All shutters must be closed and locked. All impact resistant glazed openings must be closed and locked.
 - b. All items must be removed from balconies, patios and screen rooms, unless those items are secured behind wrap-a-round shutters.
 - c. All removable screens or windows installed within the framing of a first floor enclosure must be removed.
3. Annual Shutter Day Inspection. All units must participate in and comply with the Annual Shutter Day inspection. All shutters and impact resistant glazed openings must be closed and locked prior to the start of noticed inspection.
4. Deficiencies will be referred to the Fine Committee, with each non-compliant opening considered a separate violation.

XVI. CLUBHOUSE RULES:

- A. No Private Parties are permitted. The clubhouse is for the use of owners, registered tenants and registered guests only.
- B. No food or beverages are to be stored in the clubhouse overnight without management or board approval.
- C. No one under 21 years of age may consume alcohol on the Association's property.
- D. No alcohol is to be in the clubhouse at any time unless a person 21 years of age or older is present.
- E. No children under the age of 12 are permitted in the clubhouse without adult supervision.
- F. Owners are restricted to 6 guests each with a total maximum of 20 outside guests for any given party.
- G. All individuals planning to host an event with more than 10 attendees must register with the office.