



Rules and Regulations

These Rules and Regulations are derived from the Governing Documents and Violations of such are subject to fining.

1. Beach Homes Board of Directors

- a. The Beach Homes Board of Directors (BOD) administers the affairs of the Beach Homes. Board members are elected at the annual meeting at such date, time, and place as determined by the BOD. They are volunteers and must be an owner of a unit in good standing. (p. 1414. Article Four. Section One)
- b. To contact the BOD, call the management company. ***Alsop Property Management (904) 647-2619 / afterhours emergency number (904) 247-2004.***
- c. BOD meetings are held at the VOV Clubhouse and or virtually. The clubhouse phone number is 904-829-6604. The meeting date and time is posted on the mailroom bulletin board at least 48 hours prior to each meeting. An organized agenda is followed with time allotted for unit owners' comments. BOD must meet once a year. (p. 1410. Article Two. Section Eight)
- d. Committees are appointed by the BOD and consist of unit owners as volunteer members. Standing Committees are: Communications, Compliance, Finance, Fining (non BOD owners), Landscaping, Lobby, and Maintenance.
- e. A bulletin board is located in the mailroom on the first floor and contains official notices.

2. Leasing (p. 1349. Article XIII. Section B)

- a. Condominium documents limit renting or leasing of units. ***"No Unit may be rented more than two (2) times during any one calendar year with each rental period being a minimum of thirty (30) days."*** A copy of the lease ***MUST*** be provided to the Beach Homes Management Company prior to the lessee(s) taking possession of the unit and will be kept on record.
- b. Owners are responsible for all behaviors/activities of their renters. Fines will be applied to the owner's account if rules are not followed. The Fining Committee will determine whether or not to impose fines levied by the Board for violations. (p. 1362. Article XXVII)
- c. Per the VOV Master Association Rules and Regulations, Owners cannot use any of the facilities during the lease/rental period(s).

3. Balconies (p. 1347. Article XII. Section A)

- a. Screens are the responsibility of the homeowner and must be in good repair at all times. Board has the right to repair and bill owner if not maintained.
- b. No permanent coverings allowed on new membrane floors. Balcony tiling or carpeting which blocks the balcony flows and prevents membrane from drying voids the responsibility of the condo association for any repairs. Condo association is only responsible for the original floor surface.
- c. Pursuant to county ordinances, no gas or charcoal grills are permitted on any balcony or walkway.
- d. Owners on the 2nd and 3rd floor shall not use a hose to rinse their patios.

4. Parking Front driveway, North Parking Lot, Garage, (p. 1351. Article XIII. Section K)

a. Front Driveway

1. Parking in front driveway is limited to **Homeowners** and **Visitors** only. Parking in the front driveway is for pick-up and drop-off purposes and limited to one-hour (60 minutes) during a 24-hour period. All **Visitors'** vehicles must have a **"CURRENT"** parking pass displayed FACE UP on the dashboard so that it is clearly visible. Violations will be reported to the property management and investigated by the BOD. After the 2nd violation the BOD will become involved to propose a fine to the Fining Committee who will approve or deny the fine. Repeated violations could result in the towing of the vehicle at the owners' expense and the COA will not be held liable for any damage that might occur.
2. **Commercial or Service vehicles are NOT ALLOWED to park in the front driveway for any reason.** Contractors/vendors doing work in the building must park in the **North overflow lot** or on the **Street in front of the building** as long as the vehicle does not impede flow of traffic on Ocean Hollow Lane. A Commercial or Service vehicle is "Any vehicle that transports tools, ladders, materials or supplies which are used to provide services of any kind to a company or individual and/or any vehicle with a company name, logo or slogan permanently installed, magnetically or otherwise attached on any surface of said vehicle where the logo or slogan is visible."

b. North Overflow Parking Lot

1. **Homeowners and Guests** can use the North Parking Lot as overflow parking. Long term parking over thirty (30) days must have prior approval by the BOD. All **Homeowner** vehicles must have a **"CURRENT"** parking decal affixed to the windshield, so it is clearly visible. All **Visitors'** vehicles must have a **"CURRENT"** parking pass displayed FACE UP on the dashboard, so it is clearly visible. Violations will be reported to the property management and investigated by the BOD.
2. Commercial or Service vehicles are allowed to park in the North Parking lot or on the street in front of the building as long as the vehicle does not impede flow of traffic on Ocean Hollow Lane. All **Commercial or Service** vehicles must have **"CURRENT"** parking pass displayed FACE UP on the dashboard, so it is clearly visible. Violations will be reported to the property management and investigated by the BOD.
3. A Commercial or Service vehicle is "Any vehicle that transports tools, ladders, materials or supplies which are used to provide services of any kind to a company or individual and/or any vehicle with a company name, logo or slogan permanently installed, magnetically or otherwise attached on any surface of said vehicle where the logo or slogan is visible."
4. Commercial or Service vehicles are **NOT ALLOWED TO PARK OVERNIGHT** on the street in front of building or in the North Parking lot without prior BOD approval. Vehicles left parked overnight are subject to towing at the contractor or vendors expense and the COA will not be held liable for any damage that might occur.
5. Moving vehicles and/or storage PODS for moving "in and out" of homeowner units is permitted in the North lot with prior BOD approval. Moving vehicles are limited to "overnight" and PODS are limited to a maximum period of Five (5) days.
6. Homeowners with small boats must secure a current year decal from the Master Association to be on the property. This will verify the vessel belongs to the homeowner. The homeowner

will need to apply for a space in the Master Association Boat/RV storage facility. If the homeowner is put on a waiting list, the homeowner can request permission from the BOD to park the boat in the North Parking Lot on a **“temporary”** basis as long as the boat and trailer will fit in the parking space (8.5ft wide x 22ft deep). The homeowner will be charged the then current monthly storage rate of the Master Association Boat/RV storage facility, which will be made payable to the Beach Homes COA.

c. Garage Parking

1. All units have one or two underground parking spaces [Limited Common Element] provided for their sole use for parking. In the event that assigned parking is not sufficient, the North Parking lot is available for any overflow. Parking by residents requires a current year decal provided by the Master Association displayed on the vehicle windshield. Garage must only be used by owner/resident and their residing guests.
2. Garage parking is for vehicles not exceeding 18ft in length or 12” beyond columns (must not overhang into garage traffic path). No other vehicles or objects (boats, trailers, jet ski’s, golf carts, campers or trailers, kayaks) can be parked or placed in the parking space(s) without permission from the BOD. All homeowner and renter vehicles must have a Master Association parking decal affixed to the vehicle’s windshield. All visitor vehicles must have a **“current”** parking pass displayed FACE UP on the dashboard, so it is visible.
3. Parking spaces are not to be used as overflow storage spaces. The ledge at the head of each parking space may be used to store a minimal number of items such as outdoor and beach equipment, recreational and sports equipment and small ladders. All storage must be on the ledge or in front of vehicle, nothing between cars. This area must be kept tidy. The Condo Association assumes no responsibility for any such items lost, damaged or stolen in these areas, or for vehicles parked in the parking garage.
4. Absolutely no equipment or items are allowed to be hung from the overhead piping. No hooks or attachments are permitted to be attached to the garage walls without prior approval of the Board of Directors.
5. If your assigned parking space is against the wall you can store along that wall. One-bedroom units with no storage closet, can store additional items on ledge with permission of the BOD.
6. When homeowners rent their unit, they give up their assigned garage parking space for the term of the lease.
7. Parking Garage traffic is one way from south to north, with the entrance being the south gate.

D. Storage closets [Limited Common Element] are provided to most units for additional storage and are climate-controlled.

1. Owners or renter are not allowed to charge any batteries, including E-Bike batteries, at any time in the storage closets.

5. Garbage/ Trash/ Recycling

- a. There is a trash chute in the laundry room on each floor. Do not place any flammable, toxic or corrosive wastes in the trash chute. Do not place any paints or solvents in the trash chute. Please place all other garbage and trash in plastic tie bags for sanitary disposal. Items too large for the chute must be brought to the dumpster. Dumpsters: one is located in the trash chute room in the garage level, and another is located along the wall next to the north storage gallery area. Scheduled pickups are twice each week: Mondays and Fridays.
- b. Recycling bins for paper and cardboard, glass, metal, aluminum, and plastic containers are located in the garage along the wall next to the north storage gallery area. Pick up is scheduled for once a week (Mondays). Boxes MUST be broken down prior to being placed into the recycle bins.
- c. Do not place large items such as old appliances, blinds, furniture, construction debris, carpet/rugs, computer equipment, Christmas trees, tires etc., in the dumpster and/or leave them in common areas. Removal of these type items are the responsibility of the owner/tenant. Owners/tenants should contact Waste Management at 904-827-1005 to arrange for pickup of large items or use the public landfill located at 445 International Parkway (Republic Services of Florida) 904-825-0991.

6. Noise (p. 1349. Article XIII. Section C)

- a. In order to be thoughtful of our neighbors, excessive noise should be avoided after 11PM and before 7AM.
- b. Excessive noise after hours should be reported to the St Johns County Sheriff's office non-emergency number (904-824-8304) and to the Property Management Company.
- c. Newly installed flooring requires sound suppressing sub-flooring to be installed. This will help minimize noise to lower floor units. A Contractor Form must be submitted to the Property Management Company for BOD approval prior to installing new flooring.

7. Pets (p. 1351. Article XIII. Section M)

No more than two (2) pets shall be allowed to be kept in the Owner's Unit, provided, the combined weight of the pets shall not exceed thirty (30) pounds and further provide that such pets are neither dangerous nor a nuisance to other Unit Owners. All pets must be kept on a leash while outside the Owners Unit. Each pet owner shall be responsible for cleaning up after their pets in the Common Areas.

- a. Pets over thirty (30) pounds are not permitted.
- b. Pets are limited to two per unit and must not exceed a combined weight of more than thirty pounds.
- c. Pet owners are required to pick up waste and place in proper disposal receptacles.
- d. Florida State Law requires all animals be on a leash in public places.
- e. Fish tanks may not exceed thirty (30) gallons in size.
- f. Prolonged or excessive barking or barking after hours is prohibited.
- g. Feeding wild or feral animals is prohibited.

8. Walkways

- a. No items are to be stored on any walkway or hung from any railings, furniture, or any other common elements. (p. 1350. Article XIII. Section I)

- b. Plants must be approved by the BOD. (p. 1351. Article XIII. Section N) Any plants approved must be raised off the walkway surface on wheels, platform or plant stand to prevent staining.

Only white furniture is permitted. Furniture must not block access to any unit or block walkway traffic. If placed in an alcove along the outer edge of the walkways, it must fit completely within the alcove when not in use. In case of dangerous inclement weather, owner is responsible for storage of items. Owners will be billed for damage caused by items not stored. When on vacation, furniture must be stored.

9. Washers and Dryers

- a. If your unit has a washer you must have a BURST proof hose on it. In the event you do not have a BURST proof hose and your washer hose failure causes damages to other units, the unit owner causing damage will be responsible for repairs to other units and common property that are damaged.
- b. Dryer vents must be cleaned annually to avoid the risk of fire. Owners are responsible for the cost of the cleaning. The CAM will assist in establishing a schedule for cleaning during the month July/Aug. Owners will be responsible for arranging access to their units. If owners wish to undertake the cleaning themselves, they must provide a receipt that the cleaning has been completed by a professional service to the property management company not later than September 1st each calendar year.
- c. Coin-operated commercial washers and dryers, owned by Washco Corporation, are provided on each floor in the laundry/trash rooms for resident's use only. When using these, remember to remove your articles promptly to make machines available to others and clean the dryer screen after each use. Owners/tenants use is at their own risk and subject to all rules posted by WashCo. The COA is not responsible for any damage to owners/tenants property.

10. Plumbing/AC Units/Water Damage (p. 1347. Article XII, Section A)

- a. Unit owners are responsible for maintenance and repairs of the plumbing lines and fixtures inside the unit which services their unit as well as any damage caused by their plumbing.
- b. Unit owners shall be responsible for maintenance, replacement, and repair of drywall, sheetrock, and any similar item constituting the walls, floor, and ceiling surrounding and forming part of a unit damaged by the water supply of their unit.
- c. Unit owners are required to have an easily accessible water shut-off valve installed inside the unit. This is normally located near the hot water heater.
- d. The Association will maintain all air-conditioning drain lines once a year.
- e. Owners are required to have their air-conditioning system serviced on a semi-annual basis by a licensed A/C company. A/C vendors must have a yearly Roof Access Form approved by the property manager prior to scheduling service. The form is available in the first-floor lobby mail room and on the Beach Homes website.
- f. It is recommended that owners / or tenants flush their A/C drain line located inside the unit on a monthly using (distilled vinegar and hot water). Damage, to common area and / or other owner units, resulting from a clogged drain line will be the responsibility of the owner causing the damage.
- g. Unit owners and/or tenants must turn off the water in their unit when it is unoccupied to reduce the risk of water leak damage. For extended absences from one's unit of a month or more, call North Beach Utilities (904-824- 1806) to request turnoff of water supply at the meter in the garage level. Water and sewer charges are then cancelled for that period of time. For less than a month between turn off and turn on, there is a charge from North Beach Utilities.

11. Plumbing/AC Units/Water Damage (p. 1347. Article XII, Section A)

- a. Unit owners are responsible for maintenance and repairs of the plumbing lines and fixtures inside the unit which services their unit as well as any damage caused by their plumbing.
- b. Unit owners shall be responsible for maintenance, replacement, and repair of drywall, sheetrock, and any similar item constituting the walls, floor, and ceiling surrounding and forming part of a unit damaged by the water supply of their unit.
- c. Unit owners are required to have an easily accessible water shut-off valve installed inside the unit. This is normally located near the hot water heater.
- d. The Association will maintain all air-conditioning drain lines once a year.
- e. Owners are required to have their air-conditioning system serviced on a semi-annual basis by a licensed A/C company. A/C vendors must have a yearly Roof Access Form approved by the property manager prior to scheduling service. The form is available in the first-floor lobby mail room and on the Beach Homes website.
- f. It is recommended that owners / or tenants flush their A/C drain line located inside the unit on a monthly using (distilled vinegar and hot water). Damage, to common area and / or other owner units, resulting from a clogged drain line will be the responsibility of the owner causing the damage.
- g. Unit owners and/or tenants must turn off the water in their unit when it is unoccupied to reduce the risk of water leak damage. For extended absences from one's unit of a month or more, call North Beach Utilities (904-824- 1806) to request turnoff of water supply at the meter in the garage level. Water and sewer charges are then cancelled for that period of time. For less than a month between turn off and turn on, there is a charge from North Beach Utilities.

12. Workers in your Unit

- a. All major renovations to units MUST to be approved by the Board of Directors prior to any work starting. (p. 1421. Article Five. Section nine). This work includes but is not limited to re-piping of the unit, window installation, sliding door installation, floor replacement, remodeling that requires moving of water supplies, electrical and walls.
- b. Owners are responsible for submitting the Association Contractor/Handyman/Vendor/Moving form to the Property management Company for approval by the BOD prior to any work being performed inside the unit. The form is available in the first-floor lobby mailroom or on the website.
- c. Owners are responsible for ensuring appropriate permits have been obtained prior to starting work in their units. If work is started without proper permitting, work will be stopped until the required permits can be obtained. It will be the owner's responsibility to have the permits on property when work is occurring. Owners can check their permit status by going to St Johns County Permit website. <https://www.sjcfl.us/buildingservices/Permitstatus.aspx>
- d. The unit owner is responsible for worker clean up and removal of all debris from the premises. The unit owner is responsible for the cost of any damage that occurs to common areas, elevator, portico, trash chutes, and / or improper disposal of debris.
 1. The Dumpster cannot be used for disposal of debris.
 2. Tools / work equipment cannot be cleaned in the laundry room mop sink, flower beds or front driveway.
 3. Disposal of any liquid chemicals, paint, etc in the laundry room mop sink is strictly prohibited.

- e. Work that is scheduled cannot impede owners' access to property (e.g. block garage entrance with a crane) without prior approval from the BOD.
- f. Work materials cannot be left in sidewalks/ walkways / hallways.
- g. Work such as painting, cutting, assembling, and so forth must be either done prior to arriving at the Beach Homes or inside the owner's unit and or in the North Parking lot. NO WORK CAN BE DONE IN THE DRIVEWAY OR UNDER THE PORTICO AT ANY TIME WITHOUT PRIOR BOD APPROVAL.
- h. Vendor/contractor vehicles must park either on the street (Ocean Hollow LN) or in the North Parking lot. NO VENDOR/CONTRACTOR VEHICLES ARE ALLOWED TO PARK IN THE FRONT DRIVEWAY AT ANYTIME WITHOUT PRIOR BOD APPROVAL.
- i. Work can be performed Monday – Saturday, 8:00am – 5 pm. Quiet work such as painting, can be conducted on Sunday.
- j. Owners must contact Access Control (GUARD HOUSE) at (904-829-5058) so that Vendors/Contractors/Workers can be allowed on the property. The name of the company, purpose for their visit and duration of the work (day, week, month, etc) must be provided. This information can also be placed in Gate Sentry.

13. Smoking Restrictions (Amendment to Declaration – 2018, Article XIII, Section P)

Smoking is prohibited on the Condominium Property, including within Owners Units, except areas designated by the BOD. The BOD shall have the authority, but not the obligation, to establish policies and procedures intended to ensure compliance with this section. The term "smoking" is defined as inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, hookah, or any other lighted or heated tobacco or plant product, including, but not limited to marijuana, whether natural or synthetic, in any manner or form.

- a. The Beach Homes at the Villages of Vilano is a Smoke Free property. Smoking is prohibited in and on the condominium, property including inside the units and balcony/porches, walkways, lobbies, garage, and parking lots. Violations will be reported to the Property Management Company and investigated by the BOD. After the 2nd violation the BOD will become involved to propose a fine to the Fining Committee who will approve or deny the fine.
- b. Designated smoking area is at the north end of the building next to the car wash.
- c. Proper disposal of butts, in the provided receptacle, is required.
- d. Violators will be held responsible for damage and / or harm to property or individuals.

14. Replacement of Property (Amendment to Declaration – 2018, Article XII, Section A)

- a. The BOD shall have the authority to require unit owners to undertake replacement of certain property required to be maintained by unit owners such as sliding doors and windows, plumbing, A/C units, dryer vent cleaning, and / or other items that can cause harm to other units and / or common property.
- b. The BOD reserves the right to undertake such work by billing the unit owner for the costs and resulting legal fees if the demanded work is not performed with in the provided time frame.