



Colonial Ridge Maintenance Club House Rules & Regulations 2022

www.crcfla.com

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INTRODUCTION

All Owners, renters and their guests should enjoy Colonial Ridge Club and all of our facilities by remembering these simple rules:

1. Consideration and respect for your neighbors.
2. Good taste.
3. A positive attitude.
4. Be a volunteer and help out when you can.

The following represent a combination of rules and regulations for both the **common ground** and **overall rules and regulations pertinent to the complex**.

A portion of these rules are mandated in the Property Leases, Building Corporation By-laws, CRMC By-laws and some are in accordance with State and Municipal codes, all of which are incorporated by reference herein. The balance have been formulated using experience in communal living as a guide. References to "Shareholder" and "Owner" shall mean the same and are used interchangeably.

All Owners, renters and their guests are bound by these rules and regulations and those of their Building Corporation, and shall be given copies of same with the understanding that they shall comply with all of the terms and requirements herein. It is the Owner's responsibility to make certain that guests and/or renters are given copies of these rules and regulations.

VEHICLES & PARKING

- A. The individual parking spaces are the responsibility of the individual Building Corporations' Directors and Shareholders. Parking spaces in front of the clubhouse and pool area are the responsibility of CRMC and are to be used for temporary parking. Guests' spots at the individual buildings are exclusive to that building only. Owners' guests and renters from other Building Corporations should not park in guest spots of other buildings. No owner, their guests or renters from other buildings should park in guest spots of other buildings.
- B. Cars are to be parked facing the bumpers, unless they are being loaded or unloaded. If a vehicle is unattended for an extended period of time, a key should be left in their residence in the event the vehicle has to be moved.

- C. Customized vehicle covers are permitted, provided they are secured properly at all times.
- D. Parking spaces in front of each building are assigned by the Board of Directors of said building to their Shareholders. Visitors of Owners may use the guest spot(s) in areas designated by the Building Corporation Board, and, if such spots are not available, visitors are asked to park at the designated spots in front of the Clubhouse.
- E. At Building Corporation's discretion, parking tags are issued to residents after filling out a parking document with a copy of their registration and license. Each resident will receive two (2) hanging parking tags — one for their car and one to be issued to a guest temporarily.
- F. If there are parking violators, abusers will initially have notices placed on their vehicles calling attention they are parked in a "reserved" spot. If the violator has left the vehicle in the reserved space without any identifying decal, guest hanging tag or any other identifier related to any resident of the building, Big City Towing, with signage at either end of the community, may be called and will remove the vehicle under Florida Statutes 715.07 and 713.78.*
- G. Officers of individual Building Corporations, or their designee, have the right to call for towing after a parking violation has occurred at their building. This may be done after proper notice has been given to the violator.
- H. Colonial Ridge Club does not allow members, renters or visitors to have trucks, trailers, commercial vehicles, motorcycles, golf carts, mopeds, skateboards, roller blades and scooters on the premises. Member's or renter's visitors who arrive in trucks will be permitted on CRC property for a 24 hour period.
- I. No Resident shall store or leave campers, motor homes, RV's, trailers, any boat, personal watercraft and boat trailers on the Association Property. Unlicensed or inoperable vehicles are prohibited.
- J. SUVs are allowed with the understanding they will be for personal use only. No commercial use of such vehicles is allowed.
- K. The posted speed limit is 10 mph and must be observed.**
- L. Hosing of vehicles by residents, mainly for the removal of salt deposits, is permitted. Soap or any suds-producing cleaners may not be used in front of buildings. Car washing, with vehicle washing detergents, is allowed in the parking spot in front of the Club House closest to A1A.
- M. No vehicle which cannot operate on its own power shall be allowed to remain on CRC property. No repair of vehicles, except inflation or changing of tires and/or jump-starting vehicle battery, shall be made on the CRC property.

ABSENTEE OWNERS

- A. Absentee Owners will not allow anyone to use the club facilities unless the visitors are actually occupying said Owner's apartment.

PETS (ANIMALS)

- A. Pets are not permitted on any part of the property or in any unit of Colonial Ridge Club, unless the shareholder has official legal documentation for a service animal or emotional support animal (ESA) which is validated and approved by the Building Corporation's Board.

HURRICANE/WINDSTORM PRECAUTIONS

- A. It is very important when residents plan to be away for more than 7 days, they ensure all furniture, door mats, bicycles, flower pots, etc., which may have been placed on the exterior portion of the building, be removed and placed inside the unit. Failure to do so, resulting in damage, shall be the responsibility of the Owner. Not doing so places the responsibility upon the remaining residents and can be a considerable task. If the aforementioned items are not removed, they can either be destroyed or become lethal weapons once the high winds and heavy rains commence.

EXTERIOR AREAS OF BUILDINGS (Porches, railings, walkways, stairs, bushes, pool, fence)

- A. Articles of personal use, such as clothing, towels, bathing suits, and laundry are not to be left outside the above-mentioned facilities.
- B. Signs (including, but not limited to, advertising and political messages) are not allowed on the common grounds, buildings, apartments or vehicles.
- C. Decorations of any kind are not permitted to be affixed to the outer walls of any of buildings, except as sponsored by the Building Corporation during holidays.

GARBAGE, TRASH & RECYCLING

- A. **Garbage & Trash:** Each building shall have a large plastic garbage bin. All garbage from units shall be put in plastic bags that are tied before placing in the building garbage bin. Under no circumstances shall individual plastic bags containing soft or wet garbage be put at curbside. Garbage bins may be placed at curbside after dark the night before for collection on Tuesday and Friday mornings. Under no circumstances is soft or wet waste to be put out the night before pick-up. No garbage or trash is to be placed in the recycling bins. Please read the memoranda on the bulletin board in the Mailroom or ask one of your Building Corporation officers for a copy of the same. The memoranda will give you details as to what and what may not be placed in the recycling bins.
- B. **Recycling Bins:** Blue for glass, cans, plastic, etc. (no plastic bags); Yellow for newspapers, cardboard, paper, etc. Please see complete SWA list on Mailroom Bulletin Board. The bins, located either to the rear or the side of each building, and are placed at curbside the morning of

collection or after dark the night before. The placement of these bins is done by volunteers; no particular person is assigned to do so. Any help in putting out and taking in the bins is appreciated.

- C. **Palm branches & brush** are picked up on Tuesdays. Do not put out any palm branches or brush until Monday night or Tuesday morning. Otherwise place near trash bins behind your building or put in black bags and place near trash bins until the Tuesday collection day.
- D. **Please help!** The transport of trash and recycling bins is done by volunteers — no particular person is assigned. Your help in taking out and returning the bins is appreciated!

LAUNDRY ROOMS

- A. Each Building Corporation has its own laundry room(s) and the use thereof is coordinated by the individual buildings. The care of the rooms is the responsibility of each Building Corporation. Again, this is a Building Corporation responsibility and not a responsibility of CRMC. A designated area should be made in each laundry room to post rules and regulations, Building Corporation information and events.

MAILROOM & BULLETIN BOARD

- A. The Mailroom is located at the west end of the Richmond building. The purpose of the board is to carry information of interest to the residents, i.e. parties, etc. Information relating to matters affecting the complex is also posted, i.e. changes in dates of garbage and/or recycling collections and lawn care.
- B. Sales of apartments, rentals, and personal effects, furniture, etc. are also set forth. This information should appear on a three by five card and confined to the small bulletin board nearest the door. Sale of apartments can also be listed on the Colonial Ridge Club website at www.crcfla.com.
- C. All postings appearing on the board must have the name of the person posting same.
- D. Respect residents' use of the bulletin board. Do not deface or remove any postings.
- E. Please turn out light and close the door when leaving the Mailroom.

CLUBHOUSE

- A. The Clubhouse, kitchen, and library are for the personal enjoyment of Colonial Ridge Club residents and guests. At no time shall the Clubhouse be used for external events such as business, religious, charity, political or non-Owner events. After use, the Clubhouse and its facilities should be returned to a neat and clean condition.

- B. A year-round working BBQ grill is available at the Clubhouse for members use. Maintenance and cleaning of the grill is the responsibility of the members who use it. Use of grills must adhere to Florida Fire Code 633.202 "Florida Fire Prevention Code."**
- C. **Smoking is prohibited in the Clubhouse, Boardwalk, Gazebo and on the Pool Deck.** Smoking is only permitted and must be confined to the southwest front outside corner of the Clubhouse. A "smoking area" sign is posted in the designated area.
- D. SHUFFLEBOARD/BOCCE
- A. Equipment is provided and stored in cabinet behind Clubhouse. The court and the equipment are available all year.
- Sweep court as needed.
 - Do not walk on court, use the path.
 - After use, replace sticks, discs, or balls in cabinet.
 - Children must be supervised by adults.
 - Closing time is 10:00 p.m.
 - Please report any damage to a member of the CRMC Board.

BEACH AREA & GAZEBO

- A. Boats of any size and surf boards or shell shall not be stored on the beach or in the gazebo.
- B. Reasonable care must be exercised to avoid damage to the boardwalk, beach, and gazebo.
- C. Additionally, it is requested that the shower, as well as hoses, be used prudently. Florida's water supply is always critical and anything we can do to avoid any water use restrictions is appreciated.
- D. When food and/or drinks are taken to the beach or to the gazebo, please make certain to discard any cartons and/or cans in the garbage container located on the stair landing where the tar removal items are kept. Should the container be filled, please take the items home. Do not leave trash on the beach or on the boardwalk. Beach chairs shall not be left on the beach or gazebo.
- E. No glass or pets are permitted on the beach or gazebo.
- F. **Beach/Gazebo Gate:** The code to the gate that leads to the beach and gazebo is for residents (owners or renters) only and not to be shared with visitors not occupying a unit.

POOL AREA

- A. The pool requires a high level of housekeeping to comply with applicable Town, County and State laws. The rules posted at the pool are as follows:
- Pool Load: 27
 - Pool Hours: Sun up to 10:00 p.m.
 - Shower before entering pool. No soap or shampoo allowed, as it clogs the drain.
 - No child under 3 years of age allowed in pool without “swimmies” and diapers.
 - With the exception of “noodles,” no floats or toys allowed in the pool.
 - As per State of Florida Administrative Code Rule 64e-9008,*** no food or beverages are permitted in pool or wet deck area, which is a minimum width of 4 feet around the perimeter of the pool.
 - No glass or pets are permitted in the fenced area of the pool.
 - No clothing or towels may be placed on the fence around the perimeter of the pool.
 - No scuba equipment or boards allowed.
 - No diving or jumping off the edge of the pool.
 - Use pool at your own risk.
 - No lifeguard on duty.

Management reserves the right to deny anyone’s use of pool or facilities for cause or violations of rules.

SELLING & LEASING

We recognize there will naturally be turnover of units, either approved sales or rentals, and we therefore must balance the need for Shareholders to show and sell/lease their units with the ongoing privacy and safety of the entire community.

- A. **For Sale/Rent Signage:** Signage is restricted to 4” x 6” signs mounted on posts outside the front and rear entry gates of Colonial Ridge Club. No signage is allowed within the confines of the property, including on buildings, doors or windows. Sale of apartments can also be listed on the Colonial Ridge Club website at www.crcfla.com.
- B. **Showing of available units:** Shareholders and their designated real estate professionals are permitted to show units to prospective buyers/renters by appointment only. “Open houses” are not permitted as they provide unfettered public access to an otherwise private, gated community and impede the privacy and security of our Shareholders and residents.
- C. **Approval of sales & rentals:** All prospective buyers and renters are subject to the approval process outlined in the bylaws and house rules of CRMC and each individual Building Corporation.
- D. **HOPA (55+ requirement):** All Shareholders, renters and residents are subject to applicable Housing for Older Persons Act (HOPA)**** restrictions, which vary by each Building Corporation. Check with your Building Corporation president for your Building Corporation’s HOPA requirements.

HAZARDOUS & FLAMMABLE MATERIALS

No flammable, combustible, or explosive fluid, chemical or substance shall be kept in any unit, except those approved by local and state fire codes for normal household use. No one may use or store personal, gas or charcoal grills or portable generators in any unit or patio in accordance with local and state fire regulations.

No fireworks or discharge of any type of firearm shall be permitted on Association property.

ALTERATION & MODIFICATIONS

Shareholders who make renovations to their units must obtain the proper permits from the Town of Ocean Ridge and follow all applicable building codes, which are available at the Town's website (https://www.oceanridgeflorida.com/departments/building_and_zoning/index.php).

When renovation projects require the use of a dumpster or other receptacle for material removal, the receptacle must be placed in the unit's designated parking space or other space designated and approved by your Building Corporation President. Whenever possible, a soft-sided receptacle should be used so as not to leave rust marks or damage to the pavement. Dumpsters must be removed within 30 days unless a requested extension is approved by your Building Corporation President.

Under no circumstances should any item be tossed, thrown or dropped from the second floor into a dumpster, receptacle or to the ground.

LARGE WATER-HOLDING VESSELS

No hot tubs, pools, or any other large water-holding vessels, other than bathtubs, are permitted in any unit without a permit from the Town of Ocean Ridge.

Notes

* Links to Florida statutes regarding vehicle towing:

- **Florida Statute 715.07 "Vehicles or vessels parked on private property; towing."**
<https://www.flsenate.gov/Laws/Statutes/2017/715.07>
- **Florida Statute 713.78 "Liens for recovering, towing, or storing vehicles and vessels."**
http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0700-0799/0713/Sections/0713.78.html

** Links about fire safety code:

- **Florida Fire Code 633.202 "Florida Fire Prevention Code"**
<https://m.flsenate.gov/Statutes/633.202>

*** Links about pool safety:

- **Florida Administrative Code Rule 64e-9008 “Supervision and Safety”**
https://www.flrules.org/Gateway/View_notice.asp?id=17729483

**** Links about Housing for Older Persons Act (HOPA):

- **U.S. Housing & Urban Development “The Fair Housing Act: Housing for Older Persons”**
https://www.hud.gov/program_offices/fair_housing_equal_opp/fair_housing_act_housing_older_persons
- **Florida Commission on Human Relations “Housing – 55 & Older Communities”**
<https://fchr.myflorida.com/fchr55andolderhousing>