

May 29, 2019

Dear VDP Owners,

A copy of the newly revised Village Del Prado (VDP) Rules and Regulations are enclosed. The old rules were last updated in 1993. The VDP Board voted to approve these rules at the May 28, 2019 meeting. The rules were revised primarily to improve the presentation to a more user-friendly format and to comply with current laws.

Please take some time to become familiar with these revised rules. Remember that it is the responsibility of all unit owners, lessees, their guests, employees and invitees, to cooperate and adhere to the rules.

Please call us if you have any questions.

Sincerely,

Scott Simmons  
General Manager

**RULES AND REGULATIONS OF THE OCEAN GALLERY VILLAGE DEL PRADO**

**CONDOMINIUM ASSOCIATION, INC.**

**(Revised May 2019)**

These Rules and Regulations have been established by the Village del Prado Board of Directors to help protect and provide a peaceful environment for our community. It is the responsibility of all persons upon the lands of the condominium, including, but not limited to, unit owners, lessees, their guests, employees and invitees, to cooperate and adhere to the following Rules and Regulations.

These Rules and Regulations may be modified, added to, or repealed at any time by the Association as provided in the By-Laws.

<b>VEHICLES</b>	
1	All vehicles must be operated with the rights of other unit owners in mind. All persons must abide by the following vehicular regulations:
1.1	Vehicles which produce loud noises are not allowed upon the condominium properties.
1.2	Mini-bikes or any other motorized unlicensed vehicles, except battery powered golf carts, are not allowed upon the condominium properties. Golf carts and other vehicles may be operated only by a person holding a valid motor vehicle operator's license.
1.3	The blowing of any horn of any vehicle within the condominium properties is allowed only when required for the safe operation of the vehicle.
1.4	No vehicles may be left in a parking space in a non-operative condition, nor may any major repairs be done in a parking space.
1.5	No vehicle belonging to, or brought to the property by, an owner, lessee, their guest, employee or invitee, may be parked so as to impede or prevent ready access to parking spaces, or be parked in the parking space of another owner. No vehicle, trailer, other vehicle equipment, furnishings, appliances or any other item may be parked or placed in the parking lot or walkway areas so as to obstruct vehicular traffic, walkways, steps, stairwell doors, or garbage dumpster areas. Trailer hitches must not extend beyond a parking space.
1.6	All vehicles must display valid identification while on the property.
1.7	Vehicles may be parked only in designated parking spaces. No parking is permitted in any greenbelt or walkway area. Parking in front of garage doors is prohibited.
1.8	The Board of Directors reserves the right to remove any vehicle parked in an unauthorized place or manner at the expense of the owner.

<b>VEHICLES (continued)</b>	
1.9	Bicycles, rollerblades, roller skates, and scooters are permitted during daylight hours. They may not be used on sidewalks. Proper precautions must be taken and they cannot interfere with, and must yield to, pedestrian traffic. In no event are they permitted in the pool area. They may not be parked or left on sidewalks, in doorways, or anywhere else in the common areas, except areas designated for such purpose by the Property Manager.
1.10	Skateboards are prohibited anywhere on the property.

<b>PETS</b>	
2	Unit owners and their invitees are allowed to keep domestic pets inside their units provided such pets create no disturbance for other residents, and the owners maintain sanitary conditions. Owners of dogs or other pets must “pick up after” their pets when in common areas, and properly dispose of all excrement. Pets must be under control at all times. All dogs must be with a person and on a leash not to exceed 15 feet in length while outside of a unit, on condominium property. Unit owners are liable for all damages and costs attributable to animals residing at, or visiting, their units.

<b>POOL AND SPA (HOT TUB) AREA</b>	
3	The pool and spa are for the use of Village Del Prado owners, their guests, and Village Del Prado renters only. Management reserves the right to deny use of the pool and spa to anyone at any time. Any owner, renter, guest, or other individual who does not observe the pool area rules or whose behavior makes other pool area users feel uncomfortable or unsafe can be removed by security personnel and/or barred from use of the facility by the Property Manager.
3.1	These pool and spa rules will be posted in the pool area. Additionally, rules required to be posted by state or county law will be posted in the manner required by such law. All persons using the pool area are responsible for following these rules and regulations.
3.2	NO LIFEGUARD IS ON DUTY. Swim at your own risk.
3.3	DIVING IS PROHIBITED.
3.4	No running, pushing, rough play, throwing balls or other objects, dunking, or spraying water are permitted in the pool or anywhere within the fenced pool area.
3.5	No glass containers of any kind are allowed within the fenced pool area.
3.6	No food or beverages are allowed in the pool or spa, or within four feet of the edge of the pool or spa.
3.7	NO SMOKING or VAPING in the pool, spa, or fenced pool area.
3.8	Pets are not allowed within the fenced pool area at any time.
3.9	Children under 12 years old must be supervised by an adult when in the pool or anywhere in the fenced pool area.

<b>POOL AND SPA (HOT TUB) AREA (continued)</b>		
3.10		The spa may not to be used by children under 12 years of age.
3.11		Children and infants not toilet trained must wear leak proof attire.
3.12		Any person or persons who creates, is in charge of one who creates, or allows to be created a condition requiring the drainage of the pool, spa, pond, etc. (i.e. broken glass, sand, defecation, etc.) may be fined and/or removed and/or barred from the use of the facility or from the property by the Property Manager.
3.13		Shower before entering the pool or spa. No sand or sandy items are allowed in the pool or spa.
3.14		Any person having sore or inflamed eyes, nasal or ear discharge, or any communicable skin or other disease is not permitted to use the pool or spa.
3.15		No floating objects or flotation devices, toys, or athletic equipment (such as volleyballs or beachballs), are allowed in the pool or spa or pool area, except that swimmers may bring one personal flotation device into the pool if it is small in size and attached to their body or held onto at all times.
3.16		No bicycles, skates, rollerblades, scooters, or other recreational wheeled devices are permitted in the pool area. Medical assistance devices are permitted.
3.17		Bathers must be properly attired. No nudity allowed.
3.18		No screaming, yelling, or other loud noises. Radios and other audio devices may be used only with earphones, earbuds, or a headset.
3.19		Use of the pool, spa, and fenced pool area is permitted only between such hours as are prescribed by the Association. The pool and spa hours are 9:00 a.m. to 10:00 p.m., or more restrictive if necessary to comply with state or county requirements.
3.20		A maximum of 8 persons is allowed in the spa and 22 in the pool at one time.
3.21		Do not swallow the pool or spa water.
3.22		Spa jets must be turned off when not in use.
3.23		State law provides for a maximum water temperature of 104 degrees for the spa and maximum use time of 15 minutes.
3.24		State law provides that pregnant women, small children, people with health problems and people using alcohol, narcotics or other drugs that cause drowsiness should not use spa pools without first consulting a doctor.
3.25		Towels must be used on chairs and lounges when sunbathing.
3.26		Chairs and tables may not be reserved by anyone leaving the pool area. Users of the pool area must remove all articles brought with them, including, but not limited to, towels, books and beverage cups, at the time they leave such area.
3.27		Trash must be properly disposed of when leaving the pool area.
3.28		Furniture can be removed from the pool area only at the direction of the Board of Directors for such purposes as repair/cleaning, storm emergencies, or Association functions. Furniture other than that provided shall not be used in the pool area.
3.29		The pool area may not be reserved by a unit owner for any private function.

<b>OWNER RESPONSIBILITIES AND RESTRICTIONS</b>	
4.1	Unit owners must maintain their units in good condition and repair, including portions of the limited common elements and all surfaces within their units, as well as windows, screens, hose bibs, exterior doors, sliding doors, and air conditioners. Owners must maintain and repair the fixtures and equipment inside their units when necessary. Unit owners must maintain their units in a clean, sanitary, and safe manner.
4.2	Second floor units that install interior tile must use a noise abatement product to alleviate nuisance sound.
4.3	Unit owners must verify that when required, persons performing work on their units are licensed contractors in accordance with State and local law.
4.4	Building permits must be obtained for work done inside units in accordance with State and local law. The Property Manager must approve all such building permits.
4.5	Owners must pay for all utilities which are metered separately to their units.
4.6	Each unit must be used only for the purpose of a single-family residence and for no other purpose whatsoever.
4.7	Unit owners may not make or allow any disturbing noises in their units or on the condominium properties, whether made by themselves, their family members, lessees, guests, employees or other invitees. Unit owners may not do or permit anything to be done by such persons that would interfere with the rights, comforts, or other conveniences of other unit owners or occupants. Excessive noise is not allowed at any time.
4.8	No person may play any musical instrument, television, radio, stereo or other audio device in a unit or on or about the condominium properties, or engage in the type of home repair or other activities that create noise, between the hours of 11:00 p.m. and 8:00 a.m., at a volume that could reasonably be expected to disturb or annoy another occupant of the complex. Unit owners may not allow contractors to conduct work on their property other than between the hours of 9:00 a.m. and 5:00 p.m., Monday through Saturday.
4.9	No person may advertise by displaying on the exterior of any unit a sign or notice of any kind whatsoever, including, but not limited to, "For Rent", "For Sale", or "Open House" signs, nor may such signs be posted or displayed in the interior of a unit in such a manner as to be visible from the exterior of the unit.
4.10	The backside of drapes and blinds visible from the exterior of a unit must be neutral in color. An owner who wants to display eye-catching colors or objects in a window or patio that are highly visible from the unit exterior must first get the approval of the Architectural Review Committee.

<b>OWNER RESPONSIBILITIES AND RESTRICTIONS (continued)</b>	
4.11	No person may plant anything in the ground or remove any plants or landscape materials unless authorized by the Board of Directors or the Property Manager.
4.12	Garbage and trash inside units for temporary storage must be in containers or plastic bags to avoid attracting insects or rodents. All garbage and trash must be in closed/sealed plastic trash bags when discarded in the dumpster. Do not discard loose pieces of garbage in the dumpster.
4.13	No substances may be flushed down toilets or put down drains that might cause harm to the pipes or septic system. This includes, but is not limited to, diapers, sweepings, rubbish, rags, papers, ashes, poisons, and acidic chemicals. Unit owners are liable for damages they cause by violating this rule.
4.14	The water must not be left running any unreasonable or unnecessary length of time in any unit.
4.15	"Garage" sales by individual unit owners are not permitted.
4.16	Unit owners must install smoke detectors in each unit and always maintain such smoke detectors in good operating condition.
4.17	Unit owners must possess and maintain a multi-purpose fire extinguisher within close proximity to the kitchen in their unit.
4.18	Unit owners may not install wiring for electrical or telephone installations or any type of television, satellite dish, antenna, machine or air conditioning unit on the exterior of any building or upon the condominium properties without prior written consent of the Board of Directors and Architectural Review Committee.
4.19	Unit owners and their guests must adhere to reasonable standards of dress when outside their units.
4.20	Any damage to condominium property, or to any property which the Association has the responsibility to maintain, including the common elements, resulting from the misuse or negligent use of such property, must be paid for by the unit owner causing the damage or by the unit owner whose lessees, guests, employees or invitees caused the damage.
4.21	Under the emergency easements for ingress and egress in the Declaration, the Board of Directors through the Property Manager, may enter any unit in case of an emergency originating in or threatening such unit, whether or not the owner or occupant of the unit is absent at the time.

<b>COMMON ELEMENTS</b>	
5.1	Common areas such as greenbelts, sidewalks, walkways, landscaped areas, grassed areas, and recreation areas and facilities shall be used only for the purposes intended and no articles or trash belonging to the unit owner or guests shall be kept in such areas temporarily or otherwise, except as specified below.
	1 Holiday decorations including decorative lights are permitted just outside of units provided this is done in a manner to not cause damage to the common elements or interfere with ingress and egress to and from the unit or maintenance of the building and grounds. Such decorations should be limited in size and scope and are subject to review by the Board and removal. Decorations must be removed promptly once the particular holiday season is over.
5.2	Unit owners are reminded that the alteration or repair of the building housing the units is the responsibility of the Association. Unit owners may not make any alterations or repairs impacting the unit exterior except as specified in Section 6, "Rear Patios, Exterior Doors, Windows and Screens."
5.3	There will be no exterior painting of the building or exteriors of fences by unit owners, except that owners are responsible for the paint on the exterior doors and window/screen trim of their units.
5.4	Anyone utilizing common areas or recreation facilities must see that such areas are left in the same condition as they were before such use.
5.5	Any and all use of the recreational facilities of the common elements will be in such a manner as to respect the rights of other unit owners. Use of recreational facilities will be controlled by regulations issued from time to time by the Association, but in general, the use of these recreational facilities will be prohibited between the hours of 10:00 p.m. and 8:00 a.m.

<b>REAR PATIOS, EXTERIOR DOORS, WINDOWS AND SCREENS</b>	
6.1	For rear patio alterations or enclosures, proposals must be submitted in writing by the unit owner to the Property Manager. The addition must comply with written specifications as approved by the Board of Directors. Final inspection and acceptance are to be made by the Property Manager, in order to ensure that all specifications have been complied with.
6.2	For front and rear screen door additions, proposals must be submitted in writing by the unit owner to the Property Manager for approval. Screen doors must comply with specifications provided by the Board of Directors.
6.3	There will be absolutely no alteration or repairs of windows, screens, exterior doors, door frames, and door hardware, except upon the written authorization and final acceptance of the Property Manager, and the cost thereof to be paid by the unit owner. Repairs and alterations must comply with specifications provided by the Board of Directors.

<b>FINES FOR VIOLATIONS OF THE RULES AND REGULATIONS</b>	
7.1	Any proposed deviation from these Rules and Regulations must be submitted in writing to the Board of Directors for review. Unless approval of the deviation is obtained from the Board of Directors, all violations of these Rules and Regulations are subject to fines.
7.2	No members of the Association will be fined except after one written warning has been issued to the alleged violator and after the member is given an opportunity to be heard before the Board of Directors in person or through his or her duly appointed representative. Fines will be administered in accordance with Florida law.
7.3	Unit owners are ultimately responsible for violations committed by themselves, their family members, lessees, guests, employees and invitees, or other persons permitted on the property at their request or with their permission.
7.4	Each breach or violation of any provision of the Declaration of Condominium, the By-Laws, and/or these Rules and Regulations, as well as any amendments, revisions or additions thereto, may result in a fine or special assessment of up to \$50.00 (fifty dollars), in addition to all other legal remedies. In the case of a continuing violation, such fine will be levied at the rate of \$100.00 (one hundred dollars) per day until the violation is remedied; however, the aggregate will not exceed \$1,000 (one thousand dollars).
7.5	Late Charges: Any assessment, fine, or other monies due that remain past due over 30 (thirty) days past their original due date will be charged irrevocable interest at the rate of fifteen per cent (15%) per annum, until collection. In addition to the aforementioned percentage fee, the following charges will apply:
	1 \$10.00 (ten dollars) will be charged to any account(s) that require a 60 (sixty) day delinquent letter.
	2 \$10.00 (ten dollars) will be charged to any account(s) that require a 90 (ninety) day delinquent letter.
	3 \$15.00 (fifteen dollars) will be charged for any check returned due to insufficient funds or for any other reason.



<b>NOTICES</b>	
8.1	All official notices of The Ocean Gallery Village Del Prado Condominium Association, Inc. must bear the signature of a member of the Board of Directors. No member, except a member of the Board of Directors, may make or permit to be made any written, typed or printed notice of any kind whatsoever which purports or represents to be an official act of notice of the Association, or may post the same on the bulletin boards, mail or otherwise circulate the same to other members.
8.2	Notices of a social nature or for other purposes by a member to other members are permitted, provided that all such notices bear the signature of the member or members giving or publishing such notice, and such member or members are fully responsible for the contents thereof. Circulars promoting advertising of any kind must be submitted to the Board of Directors through the Property Manager for approval.

<b>UNIT OWNER PARTICIPATION IN MEETINGS OF THE BOARD OF DIRECTORS</b>	
9.1	A unit owner does not have the right to speak with respect to items not on the agenda without board approval.
9.2	A unit owner may speak up to a maximum of three minutes on a subject under consideration by the board.
9.3	The use of audio and video equipment is permitted but it must not produce distracting sound or light emissions.
9.4	All audio and video equipment must be placed in position in advance of the commencement of the meeting.
9.5	Anyone videotaping or recording a meeting will not be permitted to move about the meeting room in order to facilitate the recording.
9.6	Advance notice must be given to the board by any unit owner desiring to utilize any audio or video equipment.