

The Ormond Heritage
CONDOMINIUM MANAGEMENT ASSOCIATION, INC.
One John Anderson Drive, Ormond Beach, Florida 32176

HOUSE RULES AND REGULATIONS 08-11-09

The following rules are established in order to assure all residents and guests safe, sanitary and peaceful occupancy of their condo units and all common areas of the Ormond Heritage.

These rules were provided to all owners for review on July 27, 2009 and approved by the Ormond Heritage Board of Director on August 11, 2009.

These rules supersede all earlier versions of Ormond Heritage House Rules and Regulations.

I. SAFETY

A. EMERGENCIES

Owners, residents, and guests **SHALL:**

1. **Fire**
 - a. Activate the fire alarm.
 - b. Call 911; provide name, address, unit number, building and type of emergency.
2. **Medical Assistance**
 - a. Call 911; provide name, address, unit number, building and type of emergency
 - b. Inform management or go to the front door to assist with access.
3. **Vandalism, burglary, robbery or assault**
 - a. Call 911; provide name, address, unit number, building and type of emergency.
4. **Suspicious activity of unknown persons in or around Ormond Heritage property**
 - a. Call (386) 248-1777 for non-emergency assistance.

B. OTHER SAFETY ISSUES

Owners, residents and guests **SHALL NOT:**

1. Hold outside doors/gates open for anyone attempting to enter the building/grounds unless they are personally known.
2. Prop open or leave open outside doors/gates unattended.
3. Use grills or other cooking devices on balconies.
4. Smoke in common areas in buildings or parking garage.
5. Possess or discharge fireworks in, on or around the Ormond Heritage property.

Owners, residents, and guests **SHALL:**

1. Notify workmen, realtors, service or trades people, whom they contact and/or contract, to sign in/out upon arrival/departure on the sheet in the lobby entrance.
2. Retrieve all keys and swipe cards given to workmen, realtors, and service or trades people when no longer needed. If unable to retrieve keys and/or cards notify management.

II. ABSENCES FROM THE UNIT/PROPERTY

Non compliance resulting in damage will be the full responsibility of the owner who did not comply.

A. SHORT TERM ABSENCES defined: one day (24 hours) to 7 days

Owners, residents and guests **SHALL:**

1. Turn off main water valve in the unit.
2. Turn off hot water heater circuit breaker in laundry room.
3. Set thermostat to 76°-78°.
4. Close and lock all windows and doors.
5. During hurricane season (May – Nov), bring in all porch furniture and other items from balconies and patios.

B. LONG TERM ABSENCES defined: 8 days or more

Owners, residents and guests **SHALL:**

1. Comply with requirements 1, 2, 3, 4 above.
2. Notify management of the dates that the unit will be vacant.
3. Bring in all porch furniture and other items from balconies and patios.
4. See additional suggestions in document entitled:
“CLOSING A UNIT FOR AN ABSENCE,” available from management.

C. CHANGE OF OCCUPANCY

Owners who do not reside in their unit **SHALL:**

1. Inform management when occupancy changes. When the unit is leased provide management a copy of the lease. All leases must contain a provision requiring compliance Ormond Heritage Documents, ¶ 10.5. Unaccompanied guests must also comply with Ormond Heritage Documents, ¶ 10.5.
2. Provide management with owner’s current residence address and phone numbers.
3. Notify management of all renters or unaccompanied guests using their units. Management **MUST** be provided with a list of such persons with names, phone numbers, emergency contact information and dates of occupancy.
4. Instruct all renters and unaccompanied guests and visitors to register with management upon arrival.
5. Provide the House Rules and Regulations, Disaster Plan and Ormond Heritage Documents to all renters and unaccompanied guests.
6. Be responsible for the conduct of renters and guests.

III. HOUSEKEEPING

A. TRASH DISPOSAL

Owners, residents, and guests **SHALL NOT:**

1. Dispose of un-bagged items down the trash chute. ALL TRASH MUST BE BAGGED AND TIED.
2. Place large items down the chute, including pizza boxes. These items must be placed by a trash room in the garage.
3. Dispose of pet litter down the chute. Pet litter must be bagged and brought to garage trash area.
4. Place large or heavy items (constructions debris, appliances, or furniture) in dumpsters. Disposal of large items must be coordinated with management.

B. RECYCLING

Owners, residents, and guests **SHALL:**

1. Recycle ONLY the following items: cardboard, glass, steel and aluminum cans, office paper and newspapers and plastic containers #1 through #7.
2. Flatten all boxes before placing in recycle bins.

C. SHOPPING CARTS AND LUGGAGE DOLLIES

Owners, residents, and guests **SHALL:**

1. Return carts/dollies promptly to the storage area next to the elevator lobbies in garage for use by other residents.
2. NOT leave carts/dollies in corridors, elevators or retain in units.
3. NOT permit Contractors to utilize resident carts/dollies. Notify management for specific cart/dolly use by service people.

D. CAR WASHING

Owners and residents **SHALL NOT:**

1. Wash cars anywhere on the property except in garage car wash area.

E. PEST CONTROL

Monthly Pest Control is provided by the Association.

1. If monthly treatment is refused the cost of any infestation treatment within that unit or any adjacent area will be at the cost of the owner who refused treatment.

IV. PARKING AND USE OF GARAGE

A. PARKING

Each unit is allowed two parking decals and two parking spaces (one assigned space, one unassigned space). A decal MUST be affixed to the rear of each vehicle, thus identifying it as an authorized vehicle.

1. Owners, residents, and guests SHALL PARK ONLY IN AUTHORIZED AREAS.
2. Any vehicle parked in the garage without an Ormond Heritage decal is subject to towing at the owner's expense.

3. Any vehicle parked in an assigned parking space without written permission from that owner will be towed after 1 notice.
4. All guests must park in the OUTDOOR spaces.
5. Owners/residents using rental cars must obtain a temporary parking sticker.
6. All vehicles illegally parked will be towed at the vehicle owner's expense.
7. No water craft, trailers, RV campers, or commercial vehicles may park on the premises over night. A written consent from management is required for any short-term exception to these restrictions.

B. DRIVING IN GARAGE

Owners, residents, and guests **SHALL**:

1. Drive no faster than 5 miles per hour entering, within and exiting the garage.
2. Turn lights on.

V. USE OF POOL, SAUNA, JACUZZI, EXERCISE ROOM, BILLIARD ROOM, AND LIBRARY

Hours of Operation for the above amenities are posted at each facility site.

Owners, residents and guests **SHALL NOT**:

1. Take food or glassware into any of these areas.
2. Allow persons under the age of 16 to be unaccompanied in these areas; an adult 21 years of age or older must accompany an underage person in these areas.
3. Reserve pool furniture by placement of a towel or personal items; furniture is available on a first-come basis. The pool furniture must be restored to its normal location following use.
4. Run on the pool deck.
5. Jump or dive into the pool.
6. Throw balls or use large floats or Styrofoam objects in the pool. Small rubber, canvas, or soft plastic articles are permitted.
7. Enter the building from the pool or Jacuzzi without towel drying and wearing a cover-up and footwear.
8. Urinate or defecate in the pool. If excrement (feces) is found, the pool will be **closed**. State health codes will require a specific cleaning process. The unit owner responsible will pay for the process.

VI. PETS

Only dogs, cats or birds (hereinafter collectively "Pets") are permitted on Ormond Heritage property or in owners' units.

Owners, residents and guests **SHALL NOT**:

1. Have pets weighing more than 30 pounds per pet on Ormond Heritage property or in owners' units.
2. Have more than 3 pets per unit.
3. Have unleashed or un-caged pets outside the unit.
4. Walk pets on Ormond Heritage property in other than the designated pet walk area. Pet "accidents" (excrement and other bodily functions) must immediately be cleaned up by the owner, resident or guest. This includes in garage, elevators, walkways, etc. This is the responsibility of the pet owner.
5. Neglect to pick up pet waste in the dog walk area. Bags are provided for your convenience.
6. Allow their pets to be nuisances to other owners, residents or guests.

VII. CONSTRUCTION, MOVING AND MAJOR DELIVERIES

Owners, residents, and guests **SHALL NOT:**

1. Make any exterior modification to the defined perimeter of a unit without review and written approval by the Board prior to construction. This includes, but is not limited to, storm doors, or hurricane shutters, balcony, terrace, patio and atrium floor coverings, etc.
2. Make dedicated use of an elevator without scheduling with management at least 24 hours in advance.
3. Move in or out on Saturdays, Sundays, major holidays or after 4 PM on week days.
4. Engage in remodeling or construction activity in a unit except between 8 AM and 5 PM on weekdays. No work is allowed on Saturdays, Sundays, or major holidays.
5. Replace unit interior flooring with tile, wood or other hard material without installing sound proofing underlayment material.

VIII. BALCONIES, WALKWAYS AND ATRIUMS

Owners, residents, and guests **SHALL NOT:**

1. Penetrate or attach anything to the outer covering or paint of the exterior walls, walkways, balconies, exterior ceilings, or any other exterior portion of the building in any way (as with nails, screws, cement, glue, etc.). The cost of restoring the surface to the original condition will be borne by the unit owner.
2. Place any permanent covering on the balcony floor without Board approval.
3. Allow scrub water or debris to fall on a neighboring balcony when cleaning balconies.
4. Place in an atrium any decorative items that have not been coordinated with all homes within that atrium.
5. Hang plants, ornaments, etc., from railings or ceilings of the walkways or balconies. Temporary holiday decorations and the United States Flag may be displayed in observance of nationally recognized holidays on the railings ONLY.

6. Hinder the walkway or atrium by furniture or plants in violation of the fire code, which requires a 41-inch walkway space. Any allowed item shall be of stain-proof material to avoid discoloring the floor.
7. Place live plants on open walkways or atrium areas. Only silk or other artificial plants in stain-proof containers are permitted.
8. Hang or prop beachwear, towels, clothing, brooms, mops, or other items in the corridors or over balcony railings.
9. Feed birds from the balcony.

IX. NOISE

Because of the building's continuous concrete slab construction, consideration must be given to the disturbances that sound-travel may cause neighbors and other residents. Be considerate of your neighbors.

Owners, residents, and guests **SHALL:**

1. Not move furniture, hammer or vacuum after normal evening hours.
2. Avoid excessive opening, closing or slamming balcony sliding doors, slamming internal doors and stairwell doors, especially at night.
3. Be conscious of noise made by heels or hard soled shoes on uncarpeted, tiled and hardwood floors
4. Avoid excessive levels of noise and music on balconies and within unit. Report disturbances to Police Non-Emergency number (386-248-1777).

X. MISCELLANEOUS

Owners and residents **SHALL:**

1. Schedule the use of the ballroom or any of the meeting/card rooms by contacting management.
2. Accompany young persons under age 16 to and from the ballroom, billiard, meeting/card rooms, and hobby room. A responsible adult, age 21 or older, must be present at all times.
3. Not post or remove bulletin board notices.
4. Not store personal items in common areas without notifying management. Such items will be removed and discarded.

SUMMARY

Florida Statute 718 guarantees every owner the right to quiet and peaceful consideration among neighbors within a condominium complex. Be good and respectful neighbors.

**Let's make the Ormond Heritage
a beautiful, well-kept community that everyone may enjoy.**