



VILLAGE EIGHT

**Guidelines for
Harmonious Community
Living**

April 22, 2019

SUPERSEDES ALL PREVIOUS ISSUES

**THIS ITEM MUST REMAIN
WITH THE UNIT!**

GUIDELINES FOR HARMONIOUS COMMUNITY LIVING

Life in a condominium complex is different from any other kind of living. We jointly own the roads, sewers, grounds, pool, clubhouse and laundry rooms.

Operation of Cedar Pointe Village 8 is governed by State Law. Your elected Board of Directors is responsible not only to you but also to the State of Florida. The aim of the Board in its dual responsibility is to provide pleasant surroundings and a congenial atmosphere for all residents. To accomplish this, it is necessary for each resident and guest to abide by these guidelines.

Each guideline has either general acceptance or a legal basis. Many of these rules and regulations are excerpts taken directly from or based on articles in the Declaration of Condominium, a copy of which should be in the possession of each condo owner.

To own a condo in Cedar Pointe Village 8, you must be a member of the Association. To become a member, you must complete the application documents, undergo a background and reference check, agree to a personal interview, and be approved by the Board of Directors. You must meet the criteria in our Declaration and certify you have read, understand and will abide by these guidelines and the rules and regulations of the Association. Please visit our website www.cpvillage8.com for the most updated information.

I. GENERAL

1. CEDAR POINTE VILLAGE 8 ASSOCIATION is an ADULT community. Children are welcome visitors, but it should be remembered that because this is an adult community, all facilities are primarily for the use of the adult residents.
2. Owners are responsible for their families, their guests, and their tenants.

3. Residents should courteously and tactfully call attention to any violation they may observe. If the violation persists, the BOARD OF DIRECTORS SHOULD BE NOTIFIED IN WRITING.

4. No children under forty (40) years of age will be permitted to reside in any of the condos. Furthermore, no individuals between forty (40) and fifty-five (55) may reside in any condo unless the condo is also occupied by a person fifty-five (55) years of age or older. They may visit for a period not to exceed thirty (30) days in any 12-month period.

5. Owners should notify moving vans to use St. Lucie entrance due to difficult maneuvering at East Ocean entrance. Large 18 wheel moving vans are not permitted on the property.

6. Installation of any tile, wood or other non-carpet floor covering in 2nd floor condos require a Board approved underlayment with an IIC and STC rating of 60 or higher. Board approval is required prior to installation.

7. Condos shall be occupied and used solely as a single-family residential dwelling and for no other purpose. No business or other commercial venture may be operated or managed out of any condos.

8. FOR RENT or FOR SALE signs are not allowed on vehicles, porches, balconies, railings or in windows or on any other part of the condominium property.

9. Sales of condos and contents such as **"open house"**, **"garage sales"** or similar events are confined to Cedar Pointe residents only. The general public cannot be invited because parking space is limited and insurance issues. No realtor "Open House" signs are permitted on Cedar Pointe Village 8 property.

10. No nuisances will be allowed on the condominium property. Skate boards, roller blades, hover boards, skates, etc. are not allowed. The need for high volume TV or radio could be eliminated by the use of headsets.

11. No condo owner will permit any use of his/her condo or make any use

of the common elements that will increase the cost of insurance upon the condominium property.

12. Chairs, tables, and lounges should not be left outside condos. There shall not be any obstruction on balconies or walkways.

13. Garden hoses when not in use should be properly coiled or hung on brackets at the ends of the buildings.

14. All cartons and trash that do not fit into garbage cans should be put out the day of garbage collection. Garbage needs to be placed in 30-gallon strong plastic bags inside in-ground pails. Multiple small garbage bags not within a 30-gallon bag are not allowed. All construction debris, appliances and furniture must be disposed of by the resident. Contact the Association office to schedule the removal and pay the fee.

15. Cooking over open fires (charcoal, butane, propane, etc.) is not allowed anywhere on common, limited common or private property. The only exception is on the clubhouse patio. (See Section IX).

16. Gasoline, naphtha, propane or other flammable substances are not to be stored inside condos or laundry rooms.

17. Clotheslines will not be allowed on balconies, porches, or any part of Village 8 Association property. Nothing is to be hung over railings or hedges (i.e. towels), except as per stated under Exterior Decorations Ruling.

18. Washers, dryers, hot tubs and tankless hot water heaters are not permitted in condos.

19. No smoking is allowed at the pool, patio area, the shuffleboard court or within 15 feet of any building.

Definitions

Visitor: A person staying with the occupant of a unit for a brief time e.g. one day.

Guest: A guest is a person residing in a unit for a time of more than one day but not more than 30 cumulative days in a 12 month period.

Permanent Occupant: A person residing in a unit for more than 30 cumulative days in a 12 month period or using the unit address as a permanent address.

Resident: The owner or owner's renter.

II. Exterior Appearance of Buildings and Interior Renovations

1. Changing the exterior appearance of buildings or changes to the common element property in any way is not permitted without Board approval.

2. Written requests to the Board of Directors must be made and permission obtained for any renovations, changes, repairs, or remodeling, that require a permit from the City of Stuart. (Phone Number 772-288-5300.)

3. The website to check for the latest information from the City of Stuart about permit requirements is <http://cityofstuart.us/index.php/en/downloads-dev-building>.

Examples of the kind of work requiring a City permit include:

- a) Installation of permanent-type enclosed porches.
- b) Installation of entry doors and window inserts in entry doors.
- c) Installation of hurricane shutters. (Installation of plywood paneling is prohibited.)
- d) Installation of storm doors.
- e) Major electrical work and plumbing, which must be done by Florida licensed professionals.

4. Aluminum foil or other reflecting material will not be permitted on any glass surfaces.

5. Bird feeders will not be hung on porches or in trees. Any feeding or watering of birds and animals, whether wild or domestic, is prohibited.

6. Exterior Decoration Ruling: Owners may display one hanging decoration on the exterior wall of the condo. These hangings should not project out more than 4 inches. Christmas/New Year decorations may be displayed from the first week in December through the first week in January. No flags will be flown at any time other than the American Flag. They cannot be larger than 3' x 2', are only allowed on the upstairs railing in front of the condo. Only one flag is allowed per building and approval must be obtained from the Board of Directors.

7. The Board of Directors reserves the right to request immediate removal, or to have removed, any items hung, displayed or placed on the exterior buildings, doors and grounds which was not approved, worn, damaged, not appropriate or does not meet the appearance standards of the Association.

III. The Club House

1. The clubhouse/patio is for the use of residents and guests. Children may attend functions when accompanied by an adult. To reserve the clubhouse/patio for a private event, an application form must be completed, and Board approval obtained. Political, fundraisers, religious, sales, product demos, exercise classes led by an outside instructor, and other similar events are not permitted.

2. Individual owners may have private use of the clubhouse/patio subject to the following procedures:

a) Requests must be made in writing to the Board of Directors seven days in advance. The application form may be obtained from the office or by accessing the website, www.cpvillage8.com.

b) Notice of the reservation must be posted in the clubhouse three days prior to the reserved date and a note must be placed on the entrances on the day of the event.

3. An owner who reserves the clubhouse will be held responsible for damages to either it or its contents and must leave the clubhouse in a clean and orderly condition.

4. The bulletin boards in the clubhouse and on the buildings are for disseminating general information and news of activities. Cedar Pointe owners may use the clubhouse bulletin boards for sale or lease of condos and sale of personal or household items by posting the information on a DATED 3-inch by 5-inch card for a maximum of 30 days. Any card not dated will be removed from the bulletin boards. NO outside advertising or soliciting will be allowed.

5. The clubhouse library is for the use of condo owners and their guests and tenants. Donations of books will be appreciated.

6. The lavatories are for the use of residents and guests.

7. Those participating in scheduled activities are responsible for closing windows, turning off lights and locking doors.

8. Items for the Activities Calendar must be cleared with the Board of Directors.

IV. Guests and Tenants

1. Renters and owners will be held responsible for the conduct of their guests and tenants. Permanent occupants, (guests who reside in the condo for longer than 30 days,) must be approved by the Board of Directors.

2. Hosts must inform their guests of the Rules and Regulations, particularly those relating to pets, the pool, clubhouse, recreation and parking.

3. Renters shall not permit anyone to occupy a condo in the renter's absence. If another person moves into a tenant's condo for over 30 days in a 12-month period, that person will be considered a permanent

occupant and must be approved by the Board of Directors.

4. ABSENTEE OWNERS must notify the Office prior to occupancy by guest, giving names, relationship to owner and duration of stay. This is in the interest of protecting the owner from unauthorized occupancy of the condo.

5. Teenagers/students are not allowed the use of condos without the supervision of the owner or a responsible adult in residence in order to avoid heretofore problems.

V. Private Plantings

1. No plants or plantings of any kind are permitted on the common elements without approval of the Board of Directors. No existing plants or greenery are to be removed, trimmed, or altered in any way without Board approval. This is to ensure that all changes in or replacements of vegetation will be beneficial and will conform to Village 8 Association standards. Such plantings become the property of the Village and are not to be removed.

2. No plants are permitted on walks, stairways or balconies.

VI. Utility and Laundry Rooms

1. The general appearance of the laundry room is the responsibility of the residents who use it. The Association will only provide gray paint for the floors and white for the walls.

2. Utility room facilities **MUST NOT** be used for cleaning fish.

3. Laundry rooms are non-smoking, and the laundry hours of use are from 8:00 a.m. to 9:00 p.m. ONLY.

4. Washers and dryers should not be used for HEAVY throw rugs, drapes, bedspreads, comforters, etc. DO NOT PLACE ARTICLES WITH FOAM RUBBER BACKING IN DRYERS.

5. Nothing should be stored under or by the electric meters or panels in the first-floor utility rooms.
6. The storage of personal property outside laundry room storage lockers is not allowed. Bicycles may be stored beneath stairways.
7. Shoes, sneakers, etc. must be washed or dried with other clothing because annoying noise and/or equipment damage result when they are washed and dried alone.
8. Rinse all sandy clothing, bathing suits, etc. before placing them in the washer or dryer.
9. Clean equipment, especially the lint traps, after each use.
10. Doors should be closed upon leaving all laundry rooms.

VII. Dogs and Other Pets

1. DOGS AND OTHER PETS are prohibited at all times. Owners, tenants or their guests may not keep any pets in condos or on condominium property.
2. Service animals may be considered under the Fair Housing Act. Requests must be submitted to the Board of Directors on Association forms. Board approval must be obtained prior to bringing any animal onto Association property.

VIII. Damage Preventions

1. When a condo is unoccupied for 24 hours or more, the main water supply into it **MUST BE TURNED OFF**. Check the shutoff valve for drips before leaving the condo. All main water gate valves must be replaced with ball valves.
2. When a condo is unoccupied for 30 days or more, it must be inspected once every two weeks by a responsible individual. The inspection at the

minimum should include checks for mold, mildew, water leaks, humidity control, A/C operation (includes thermostat and shut-off float valve), insects, and vermin.

3. When an air conditioning condo is to be removed and/or replaced, a crane must be used to remove the replaced condo and install the new condo in its site on the roof. Crane use is necessary to avoid damage to the roofing material.

4. No condo doors are to be left open onto walkways in the interest of safety with exception of 2nd floor condos #6 and #10 end doors.

5. Each condo is required to have a smoke alarm, a fire extinguisher, a water alarm in the air handler closet and an air conditioner float valve shut off switch. The alarms need to be maintained (change batteries semi-annually).

6. Homeowners Insurance on individual condos is required. Emergency contact info and a copy of the current condo keys must be provided to the office.

7. It is the responsibility of the owner to maintain, repair and replace fixtures and appliances in the condo.

IX. Pool and Patio

1. All persons using the pool do so at their own risk. The pool & patio are non-smoking areas.

2. Pool hours are 6:00 a.m. to 10:00 p.m. and the pool rope must be replaced after use.

3. All persons **MUST** shower before entering the pool. No soap or shampoo is allowed.

4. Persons with open cuts or wounds, infections or contagious health conditions are not permitted in the pool.

5. Lounges and chairs must be covered with towels to protect them from being stained by suntan lotions.
6. Please LIFT lounges and chairs. Dragging causes damage to both the furniture and the patio. After use, return lounges and chairs to their original positions and close and tie umbrellas.
7. Inflatable floating objects (except for children's water wings), flippers and scuba equipment are NOT permitted.
8. Children under 13 who use the pool must be accompanied and supervised by an adult.
9. Children under 2 years of age, and children not yet toilet trained, are not permitted in the pool at any time. Persons wearing diapers or other disposable underwear are not permitted in the pool.
10. The chemical used to sanitize the pool may be harmful to the skin and eyes. It is advisable not to use the pool for 15 minutes after it has been treated.
11. Breakable containers of any kind are not permitted within the fenced area of the pool. Snacks and drinks are only permitted at the tables and lounge chairs.
12. Running, noisy or boisterous conduct, diving, unnecessary splashing and ball throwing are not permitted. Headsets or ear buds must be used for any personal music or entertainment.
13. The pool cannot be reserved for private parties.
14. The two smaller gas grills on the patio are available for residents and they must be cleaned and covered after each use. Turn off propane tank and burners. **The larger grill is not for personal use.**

These Rules Include Florida State and Martin County Board of Health Regulations

X. Shuffle Board

1. The courts are open from 9:00 a.m. to 9:00 p.m. The shuffleboard area is non-smoking.
2. At no time shall anyone walk on the playing surface of the courts.
3. Children under 6 years of age are not permitted to use the courts.
4. Children 6 to 13 years of age may use the courts only when accompanied by an owner or tenant who will be responsible for the equipment.
5. All equipment must be taken from and returned to its proper place of storage by an adult.
6. Playing in a manner likely to damage equipment is forbidden.
7. Only sneaker type footwear is allowed on the shuffleboard courts. No bare feet.
8. Food and beverages are not permitted on the court.

XI. Recycling

Our recycling container is located at the north end of our auxiliary parking lot next to our trash compactor on Village 8 property. Follow directions listed on container for recycling items.

XII. Parking

See Website, www.cpvillage.com for current details regarding procedures, forms, conditions, and approval requirements.

1. Each condo is assigned one space for passenger vehicles by the Board. Owners and tenants must park in the assigned spaces. All passenger vehicles may not be more than 18' long, 6' high and 6'6" wide.

All parking facing the building must be in the "front-end-forward" position. Only guests may have the use of the guest parking spaces.

2. Owners and tenants desiring two vehicles **cannot** park the second vehicle in a guest spot. They must apply for permission to rent in a guest space or park in the auxiliary parking lot. Long term (6 months) parking of unattended vehicles is not permitted in the auxiliary lot. Motor homes are not allowed.

3. No inoperative vehicles or ones without current registration are allowed. Signs on vehicles are prohibited. Fabric car covers are only permitted in the auxiliary parking lot. Only vehicle covers manufactured for that purpose are allowed. Vehicle repairs and detailing in assigned parking space is not allowed except in an emergency.

4. A condo owner may only use one other owner's parking space provided it is approved by the Board, and signed written permission from that owner is filed with the Association. The written permission is good for one year or less.

5. Parking on the grass is not permitted. Car washing is limited to the designated area. Parking is for residents and guests only. Vehicles with oil or similar leaks are not permitted on Association property.

6. Owners' or occupants' work trucks or vans with signage or used to carry or transport personnel, equipment, tools, supplies or materials of any kind are not permitted. Passenger vehicles are limited to light duty Class 1 GVWR, 6000 lbs. or less. Vans without windows are not considered passenger vehicles.

"U.S. Department of Transportation definition of passenger vehicle - a car or truck, used for passengers, excluding buses and trains".

In Case of Violation, The Vehicle Will Be Removed at The Owner's Expense. (Florida Statute - Chapter 715.07).

XIII. Sales and Leases of Condos

1. All sales and rental of condos require written approval by the Board of Directors prior to occupancy. Application forms are available at the Association office. Application to purchase or rent a condo shall be accompanied by a one hundred (\$100.00) dollar fee per condo. All Applicants are subject to reference/background checks. A copy of the purchase/sales/lease agreement must be provided.
2. All prospective buyers and renters must be personally interviewed by the Interview Committee before the application is submitted to the Board for approval. No condo shall be occupied until formally approved by the Board. A two-year ownership period is required before a condo can be leased.
3. No condo shall be leased for more than one time in any 12-month period nor for less than 90 days or more than one year. Renters must be approved annually, and new renters will be on probation for the first 60 days during which they may be evicted at will by the Board. Renters shall not permit anyone to occupy a condo in the renter's absence.
4. Resident occupancy of one-bedroom condos is limited to 2 persons and a two-bedroom condo to 4 persons. One occupant must be at least 55 years of age. No rooms may be leased, and no transient tenants are permitted.
5. If a condo is acquired by gift or inheritance, continuance of ownership is subject to approval by the Board. No owner may own more than two condos.
6. Owners are required to provide a deed or other instrument establishing record title to a condominium. This is necessary to become a member of the Association.

XIV. Suggested Condo Closing Procedures

1. Empty contents of refrigerator and freezer and turn it off. Leave the doors of both open to prevent mildew.
2. Dishwasher door should be left open.
3. Clean and rinse garbage disposal. Pour $\frac{1}{4}$ cup of vegetable oil into disposal and turn off and on a few times quickly. This lubricates it and prevents mechanisms from freezing up.
4. Turn your main water valve off. This should be done when you are leaving your residence for 24 hours or more.
5. Close and lock all windows and doors. Do Not leave your windows cracked open on the porch or lanai. Close drapes and curtains.
6. Secure rollup blinds on screened porches so they do not damage screens in the case of high winds.
7. Set thermostat and humidistat at settings recommended by your air conditioning distributor.
8. Turn off all circuit breakers except for air handler. This will prevent damages to appliances, TV's, etc. from power surges.
9. Make sure the office has a key for your condo in case of emergency.
10. Keep your address and phone numbers updated in the office.
11. Cover bedding and furniture with sheets of plastic.
12. Add 1 cup Clorox or $\frac{1}{2}$ container of Lysol bowl cleaner to the toilet bowl. Wrap bowl with Saran Wrap. DO NOT FLUSH. This will prevent mildew and staining of bowl.

13. Make private arrangements prior to leaving for a responsible individual to check your condo twice a month (See VIII.2) and to put up or close your hurricane shutters.

XVI. Complaints, Suggestions and Request for Service

COMPLAINTS about violation of Rules and Regulations or recommendations for Village 8 improvements should be presented, in writing, and the message placed in the mailbox by the office door, NOT just expressed orally to members of the Board of Directors or maintenance personnel.

REQUEST FOR SERVICE. A "Request for Work" form should be completed and placed in the mailbox by the office door. Forms are available in the Clubhouse. Please do not orally request services directly to maintenance personnel.

OFFICE TELEPHONE - 772-287-3253

Office Hours 8:00 A.M.-12 Noon - Monday thru Thursday

Office Open - 10:30 A.M. to 12:00 Noon

Email: cpv8@comcast.net Website: www.cpvillage8.com

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