



RULES & REGULATIONS

Updated June 19, 2020

1. POOL

- A. Pool hours are 9 a.m. to dusk. No lifeguard is on duty; swim at your own risk.**
- B. Everyone must comply with the rules posted inside the pool area.**
- C. All children age 14 and under must be accompanied by an adult.**
- D. Large flotation devices, surfboards, and pool furniture are never permitted in the pool.**
- E. Place a towel on the chairs and lounges to protect them from suntan and body oils.**
- F. Sand and salt water must be showered off before entering the pool.**
- G. Pool furniture must not be removed from the pool area.**
- H. Towel-dry before using the walkway and elevator to prevent wet slippery areas.**
- I. When leaving the pool area:**
 - i. Do not leave towels, etc. on chairs and lounges by the pool.**
 - ii. Remove all trash and any containers you have brought with you.**
 - iii. Close and tie shut the table umbrellas.**
 - iv. Reconnect the lane rope if you have removed them to swim laps**
- J. Bathroom doors are to remain closed and locked at all times. Be sure to turn off the lights after use.**
- K. Non-toilet trained persons must wear **approved preventative swimwear**. No disposable diapers are allowed.**
- L. Proper bathing attire is required.**
- M. The east pool gate is to be locked at all times.**
- N. No pets are allowed in the pool area at any time except Service Dogs registered with the Sand Dollar IV office. Service dogs must be on a leash.**
- O. Absolutely no glass of any kind is allowed in the pool area.**

2. PETS

- A. Pets must be kept on a leash at all times and may be walked only in the posted area (large field on West side of driveway) or on the beach.**
- B. Pets are allowed in the Recreation room if they are on a leash. Pets are not allowed on the furniture.**
- C. Owners are responsible for cleaning up after their pets.**
- D. Dogs must not exceed the 20-pound weight limit per condominium documents.**
- E. Only immediate family members (parents or children) may bring pets while using an owner's unit. All pet rules, including the 20-pound weight limit, must be followed.**
- F. Visitors and guests are not permitted to bring pets unless visiting an owner while the owner is present. All pet rules, including the 20-pound weight limit, must be followed.**
- G. Service Dogs must be registered with the Office to be allowed in the pool area, or if they exceed the 20-pound weight limit.**

3. TRASH

- A. Use the South dumpsters only. Other dumpsters are for different buildings.**
- B. Household trash must be secured in plastic bags. Cardboard boxes must be broken down.**
- C. No trash of any kind is to be left outside on walkways or anyplace except inside the dumpster.**

4. NOISE

- A. Noise levels must be controlled so as not to disturb residents in other units.
- B. Owners who are performing their own work may do work on weekends as long as activities that produce noise are minimal.

5. VENDORS/CONTRACTORS

- A. **Prior to commencement of any work, owners must complete the Architectural Board request and obtain approval for any work that requires a building permit and for other work which requires Architectural Board approval.**
- B. Vendors/Contractors must check in with the office prior to commencement of any work, must ensure that all common areas are kept clean and free of debris and must transport their trash and disposable material AWAY from Sand Dollar IV.
- C. Vendors/Contractors may only do work on the property Monday thru Friday from 8:00 A.M. until 6:00 P.M. with the exception of emergency work. Work may not be performed on any holidays.
- D. All vendors/contractors must provide a copy of their business license and proof of insurance to the office prior to performing any work on Sand Dollar IV property.
- E. Vendors/contractors must park on the upper level. If a vehicle is too large for the upper level, it should be parked on the surrounding roadway to the garage in such a manner that it does not obstruct entry/exit by owners and guests.

6. SIDEWALKS/BALCONIES/STAIRWAYS/WALKWAYS/COMMON AREAS

- A. All common walkways, sidewalks and stairways must remain clear and unobstructed at all times per fire code.
- B. Lawn chairs, while in use, are allowed on the West walkway but are not allowed to remain overnight or obstruct passage.
- C. Do not hang towels, clothing, bathing suits, etc. on any portion of the exterior of the building or railings. Additionally, clothes drying racks are not permitted in these areas.
- D. Only ground floor patios may have tile. Patio tile must be slip resistant tile with waterproof grout and it must be sealed.
- E. Use of charcoal or propane grills is prohibited on all balconies and patios. Propane cylinders cannot be stored on any balconies, patios or inside the unit. Charcoal grills may only be used on the ground floor common area or on the east side of the building in the grass, at least 10 feet from the building. A community grill is available outside the mailroom door. Please clean and cover the grill after use.
- F. Feeding of birds and other wildlife including turtles is prohibited on all Sand Dollar IV property.
- G. First floor common areas (grass, landscape, hose areas, etc.) should be free of personal items not in use.

7. SKATES/BICYCLES/SKATEBOARDS

- A. No skating/skateboarding is permitted on any of the common area walkways, tennis courts, sidewalks or parking areas including ramps. Bicycle riding is allowed on the parking areas and roadways only.

8. SALES/RENTALS/LEASE

- A. No unit may be rented/leased for less than three months.
- B. Any unit for sale/lease must get Board approval before transfer of said unit. Transfer forms are available in the office.
- C. Any changes in unit ownership must get Board approval before transfer of the unit.

9. BOATS/TRAILERS/OTHER RECREATIONAL VEHICLES

- A. Boats/trailers and other recreational vehicles must be parked on upper level only and in the Northwest corner. Vehicles must meet the weight and height requirement for the upper level.
- B. Owners must register the boat/trailer/recreational vehicle in the office.
- C. The parking area is not to be used for long term parking of boats/trailers.

10. PARKING

- A. Each unit is allocated two parking spaces.
- B. Each unit owner must register a description of his/her automobile(s) including make, model, color, and license plate number in order to obtain a Sand Dollar IV owner parking decal. The decal must be displayed in a conspicuous place on the car.

- C. Only vehicles with owner parking decals can park in the lower level. During times of high occupancy, only one owner decal vehicle/unit will be allowed in the lower level and additional owner decal vehicles must be parked on the upper parking deck.
- D. Each unit owner must obtain visitor parking permits for their guests and visitors. Visitor parking permits are available from the office during regular office hours. If an owner needs additional permits and the office is closed, email the office and permits will be left in your unit.
- E. All guests/visitors must place the visitor parking permit on the dashboard of their vehicle.
- F. Visitors with a valid visitor parking permit may park on the upper level. A warning will be put on the windshield of any vehicle that does not have an owner decal or visitor parking permit displayed. After one warning, the vehicle will be towed at the owner's expense.
- G. Vehicles belonging to vendors/contractors should park on the upper level only, Monday – Friday from 8AM to 6PM, and do not require a visitor permit as long as their vehicle is clearly marked. If the vehicle is too large for the upper level, it should be parked on the surrounding roadway so that it does not obstruct entry/exit by owners and guests.

11. GUESTS/TENANTS

- A. **Owners are responsible for notifying their guests and tenants of all Sand Dollar IV Rules and Regulations.**
- B. **For safety and security reasons, the office must be notified that guests will be using a unit when the owner is not on property, including the date of their arrival and departure.**
- C. All leasing contracts whether by owner or rental agent are required to have a lease addendum signed by the lessee stating they have received a copy of the Sand Dollar IV rules and regulations and will abide by these rules and regulations.
- D. All tenants must register with the manager.

12. ELEVATORS

- A. When using the elevator to move any items that may scratch or mar the elevator walls, owners must use the protective elevator pads which are available from the manager.
- B. If owners are having construction work performed that will require use of the elevators by the workers, the owners must notify the office and ensure that the protective elevator pads are installed prior to work commencing.

13. TENNIS COURT

- A. Rules are posted on the tennis court and must be followed.
- B. The tennis court should be used for the designated purpose of playing tennis. They cannot be used for skateboarding or other activities that could damage the surface.
- C. Proper footwear is required (tennis shoes or equivalent).

14. UNOCCUPIED UNITS, HURRICANE SHUTTERS AND HURRICANE PLANS

- A. Hurricane shutters must meet specifications adopted by the Board of Directors. Specifications are available in the office.
- B. When unit is unoccupied, hurricane shutters must be left closed. Water should be shut off using the main shutoff for the unit located in the laundry room.
- C. When unit is unoccupied during Hurricane season (June 1 – November 30), all items outside the unit, such as floor mats, must be placed inside the unit. This is to prevent things from blowing around in a storm.
- D. Each unit contains a copy of the Hurricane Evacuation Plan. Please take a minute to review it.

15. RECREATION ROOM

- A. Owners wishing exclusive use of the recreation room must complete the reservation request which is available from the office.
- B. Parents are responsible for their children's behavior.
- C. Children age 14 and under must be accompanied by an adult.
- D. Those using the recreation room are responsible for cleaning the room after use and leaving it in the manner in which they found it.

16. MONTHLY MAINTENANCE FEE

- A. Maintenance fees are due by the first of each month. A late fee of \$25.00 WILL BE CHARGED after the 20th of the month.
- B. Late fees may also be charged for special assessments that are not paid on time.

17. RIGHT OF ACCESS TO UNIT

- A.** Unit owners should provide a functioning key to the office for emergency purposes.
- B.** The association is granted by statute the irrevocable right of access to each unit for the purpose of maintenance, repair or replacement of common elements which the Association is responsible for (718.106 (3) and 718.111 (5) F.S.). The unit owner, not the Association is responsible for any damage to the unit if the access is not allowed by the unit owner (718.303 (1) F.S.).
- C.** Owners must notify the office in writing (email) if the office is to grant entry into their unit by a service company (repair/delivery/cleaners, etc). No one will be permitted to enter a unit without owner authorization in writing.

18. LANDSCAPING

- A.** The landscape committee and the Board of Directors must approve all landscape changes. Please submit any suggestions or complaints to the landscape committee or the office.

19. STORAGE ROOM

- A.** All owner items must fit inside the unit cage. No items can be stored on top of the unit cages at any time per fire code.