

CRESTWOOD VILLAS OF SARASOTA MULTI-CONDOMINIUM ASSOC.

THE HIERARCHY OF DOCUMENTS GOVERNING CONDOMINIUMS IN THE STATE OF FLORIDA IS:

FLORIDA STATE LAWS
DECLARATION OF COVENANTS
ARTICLES OF INCORPORATION
BYLAWS
RULES AND REGULATIONS

Rules and Regulations for Crestwood Villas of Sarasota Multi-Condominium Association are authorized by Article XV Rules and Regulations of the Restated By-laws of Crestwood Villas of Sarasota Multi-Condominium Association, dated November 30, 1999.

CWV RULES AND REGULATIONS

Approved by the Board of Directors (month/day/year)

ENFORCEMENT OF RULES AND REGULATIONS

Section 1. Compliance.

Each unit owner, tenant, and guest is governed by and must comply with the Declaration, these Bylaws, and the Association's Rules and Regulations. Failure to comply shall be grounds for legal action, which may include damages, injunctive relief, or both.

Section 2. Fines and Suspensions.

The Association may levy reasonable fines or suspend the right to use common elements (excluding limited common elements, access, or utilities) for failure to comply with governing documents.

Fine Limits: Fines may not exceed \$100 per violation. For continuing violations, a fine may be levied for each day the violation continues, up to an aggregate maximum of \$1,000.

Payment Terms: Fines must be paid within 30 days after notice of the decision is sent. Fines may not become a lien against a unit.

Section 3. Mandatory Due Process Procedures.

No fine or suspension shall be imposed without the following steps:

Notice & Opportunity to Cure: At least 14 days' written notice must be provided to the owner/resident to allow for correction of the issue.

Committee Hearing: A hearing must be conducted before a committee of three members who are not board members or their relatives.

Final Decision: The committee must approve or reject the action, with written notice of their decision provided to the member.

ENFORCEMENT PROCEDURE

Any Unit Owner may report an alleged violation of the Rules & Regulations in writing to the Director assigned as the Board liaison to the section in which the owner lives.

The Director, will investigate the allegation including an interview with the alleged violator(s) if necessary, and attempt to resolve the issue amicably.

If the allegation is not resolved, the Board of Directors will initiate the following resolution procedure.

1. Identification and Documentation

Verify the Violation: Confirm the conduct specifically violates the association's declaration, bylaws or rules.

Gather Evidence: Collect date-stamped photos, videos or written reports from witnesses or management to provide a clear record of the issue.

Review Authority: Ensure the board has the legal authority to enforce the specific rule and that the penalty aligns with the governing documents.

2. Initial Notice and Warning

Courtesy Reminder: Warning letter to encourage voluntary compliance before formal enforcement.

Official Notice of Violation: If the issue persists, a formal written notice will be sent via trackable mail. This notice must include:

A description of the alleged violation and the specific rule broken.

Required actions and a timeframe to cure the violation.

Information regarding the owner's right to a hearing.

3. The Hearing process

14-Day Notice: Provide at least 14 days' written notice of a hearing to the owner and any applicable tenants or occupants.

Independent Committee: The hearing must be held before an independent committee (often called a "compliance committee") consisting of at least three members who are not board members, employees, or their relatives.

Right to be Heard: At the hearing, the owner has the right to present evidence, state their case, and challenge the association's findings.

4. Imposition of Penalties

Levying of Fines: If confirmed, the board may impose a fine, (capped at \$100 per day up to \$1,000 total) for continuing violations, depending on state law and governing documents.

Payment Due Date: Fines are due 5 to 30 days after the final notice is delivered.

5. Escalation and Legal Action

Suspension of Rights: If a fine remains delinquent for over 60 days and exceeds \$1,000, the board may vote to suspend the owner's voting rights or access to common amenities.

Alternative Dispute Resolution: Unresolved disputes may require mediation or non-binding arbitration through agencies like the Florida DBPR before proceeding to court.

Litigation: As a last resort, the association may file a lawsuit for an injunction or damages. Fines generally cannot become liens against the property unless specifically authorized by the declaration for amounts over \$1,000.

NO OWNER, TENANT OR OTHER OCCUPANT OF A CONDOMINIUM UNIT SHALL:

1. Lease less than an entire unit for a period of less than three months nor lease a unit more than three times in any calendar year.
2. Store trash, recycling or pet waste containers other than inside the garage.
3. Install or maintain bird/animal feeders of any kind.
4. Hold or conduct a yard or garage sale at their unit's address.
5. Hang anything on the yard light or change the light bulbs. The lights are maintained by the association and need to provide uniform lighting for the safety of walkers and identification of units for emergency services.
6. Place any sunscreen, blind, or awning over the exterior door or window openings of a unit.
7. Place any draperies, curtains, blinds or shutters at the interior of any windows of any unit without a solid, light color facing the exterior of the unit.
8. Paint or otherwise change the exterior appearance of the walls, windows or lanai.
9. Tint, color or otherwise treat or apply anything to any window which will adversely affect the uniform exterior appearance of the building.
10. Display any "For Sale" sign larger than 24x30 inches, not placed parallel to the street and within 12 inches of the front of the planting bed.
11. Place any signs, symbols or decorations in windows or on any exterior surface. With the following exception: decorative items may be attached to the exterior walls of a unit's entrance portico and decorative items and lights may be attached to the exterior walls of the lanai/patio.
12. Attach any objects to any exterior wall or garage door of a unit with the following exceptions:
 - A garage door keypad opener.
 - The uniform address numbers and a pole holder for an official American or Florida state flag may be attached to the front (street side) of the unit.
 - On Armed Forces Day, Memorial Day, Flag Day, Independence Day, and Veteran's Day, a flag which represents the US Army, Navy, Air Force, Marine Corps, or Coast Guard may be flown.
 - On "game" day, a school or team flag may be flown. Military and school or team flags must come down by midnight of the day of the holiday or event.

LANDSCAPING AND GROUNDS RULES

1. Potted plants must be placed where they will not interfere with landscape maintenance.
2. Live flowers (not shrubs or bushes) may be planted only in the planting bed areas. Maintenance is by the Owner.
3. Garden benches and/or chairs are permitted to be placed within 6 feet of the entrance door, **but must not interfere with landscape maintenance**. Maintenance of benches and/or chairs is by the Owner.
4. Solar powered landscape lights are permitted to illuminate entrance walkways but must not interfere with landscape maintenance.
5. There will be no installation of fountains or placement of figurines and/or statues on common or limited common property.
6. No objects are to be hung from the post lights.
7. Trees, shrubs, bushes and other plantings must provide a minimum space of 12 inches between the vegetation and the wall of a unit.
8. Shrubs and bushes placed to conceal mechanical units such as air conditioners and water softeners shall be maintained at a height equal to the height of the mechanical unit. Shrubs, bushes or plants underneath the house numbers cannot exceed 5 feet in height.
9. All trees, shrubs, bushes and other plantings (except item 2 above) will be maintained by the Association. The Association will replace, at its discretion, diseased, dead or dying trees, shrubs, bushes or other plantings.
10. A Unit Owner desiring to add, remove, or replace trees, shrubs, bushes or other plantings at their own expense is required to submit a drawing and list of plants to the Landscape Advisory Group to review and make a recommendation to the Board of Directors.
11. Unit Owners are not to give any instructions of any kind to the Association's landscaping maintenance crew. All requests for landscape work to be performed must be submitted in writing to their Section Director.
12. Any Unit Owner who plants trees, shrubs, bushes or other plantings of any kind, without written Board approval, may be required to remove them within 14 days of notice from the Association. If the work is not done within the time period, the unapproved items will be removed by the Association and the Unit Owner will be billed for the expense.

CLUBHOUSE RULES

1. Children under the age of 14 are not permitted in the clubhouse unless accompanied by an adult.
2. Smoking is not allowed inside any room(s) of the Clubhouse.
3. Persons in wet bathing suites are not permitted in the clubhouse main room
4. Furniture is not to be removed from the clubhouse without the permission of the Clubhouse Manager.
5. Except for working dogs or other medical assistance no pets are allowed in the Clubhouse.
6. All lights and fans must be turned off when leaving the Clubhouse.
7. All state and local laws relating to alcoholic beverages and tobacco shall be obeyed.
8. Because there is no custodial service for the Clubhouse, users are required to leave the Clubhouse in a clean condition and take any trash they generate with them when they leave.
9. Solicitation and/or advertisements may not be displayed on the bulletin board without the written approval of the Clubhouse Manager

POOL RULES

1. No life guard is on duty – swim at your own risk
2. Pool hours are from dawn to dusk
3. Shower before entering the pool – please use lotions, not oils
4. No running, jumping, ball playing or horseplay in or around the pool deck
5. People wearing bandages, children wearing diapers of any kind, or individuals suffering from incontinence are not allowed in the pool (**STATE LAW**)
6. Children under the age of 14 must be accompanied by an adult
7. Swimmers must wear appropriate swim wear. No cutoffs
8. No food or drinks are allowed in the pool area. Food and drinks in unbreakable containers are allowed under the roof area. Because there is no custodial service for the pool area, users are required to leave any pool furniture they use in a clean condition and take any trash they generate with them when they leave.
9. No animals are allowed in the pool or on the pool deck
10. No diving
11. No smoking is allowed in the pool or on the pool deck
12. No bikes are allowed inside the pool area

IN CASE OF EMERGENCY, CALL 911

SPEED LIMIT AND PARKING RULES

1. THE SPEED LIMIT ON THE ROADS OF CRESTWOOD VILLAS IS 20 MPH

- Vehicles share the road with pedestrians at Crestwood Villas. There are walkers, dog walkers, owners and their guests going to and from the pool and this foot traffic means drivers are likely to come upon walkers almost every time they enter or leave the area by car. Pedestrians are highly encouraged to walk on the side of the road facing the traffic. Please BE CAREFUL, especially at the entrance, and all intersections.

2. GENERAL PARKING

- Vehicles are not allowed to park on the grass.
- If an event is being held at the clubhouse, that event has priority for clubhouse parking.
- Owners/tenants and guests are allowed to use the clubhouse and pool area parking during the day.

3. DAY TIME PARKING

- The available space in front of each unit is limited. It must be left available for service vehicles, and visitors.
- Owners/tenants and guests may not park a vehicle on the road for long periods during the day or routinely day after day. Use your driveway for parking that exceeds an hour or two.
- Commercial vehicles may only be parked on the roads and driveways while providing a service to an owner or the Association.

4. OVERNIGHT PARKING

- No vehicle may be parked on the road over night. A parked vehicle becomes a greater hazard to other vehicles after dark, especially emergency vehicles.
- Overnight guests are to place a parking pass on the dashboard of their vehicle. Passes can be printed from the CWV website owners portal.
- Boats, campers, motor homes or trailers may not be parked over night.
- Golf carts, motorcycles and bicycles must be stored in the unit's garage.
- Occasional guest passenger vehicle parking is available at the clubhouse and pool area.
- **Vehicles in violation of the parking rules are subject to being towed at the owner's expense.**

PET RULES

1. Pets are limited per unit to two dogs, or two cats, or one dog and one cat, small caged birds and small marine animals in aquariums.
2. No pet may weigh more than 35 pounds. Certified service and therapy animals are exempt from this weight limit.
3. Dogs and Cats must be on a leash when on roads and common areas.
4. Owners must clean up after their pets.
5. Pets are not allowed in the pool, pool area, clubhouse or tennis/pickleball court.
6. If any pet is or becomes a noise nuisance, a physical threat to other pets, owners or guests, or becomes uncontrollable by their owner – as determined solely by the Board – the animal will be removed from the community within 10 days of the Board notifying the owner of such decision.
7. Tenants may NOT have pets of any kind.