



Bay Tree Club

Handbook
of
Information and
House Rules

Updated: **April 17, 2021**

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and House Rules

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**THE RULES IN THIS BOOK ARE EFFECTIVE AS OF NOVEMBER 21, 2015
 AND LAST UPDATED ON
 February 20, 2020**

**AND ARE SUBJECT TO MODIFICATION BY THE BOARD OF DIRECTORS
 AT ANY TIME, IN ACCORDANCE WITH APPLICABLE PROCEDURES.**

I. Introduction

This Handbook is intended to familiarize Owners with some important rules and procedures at Bay Tree Club. Living in close proximity and sharing common areas makes having rules a must to make condominium life enjoyable for everyone. The Board of Directors has therefore adopted these rules and Owners are responsible for compliance with them.

Your personal and community obligation is to read and respect these rules. Each Occupant, whether an Owner, Tenant or Guest, should be familiar with these rules as well.

II. Definition of Terms Used

BTC: Bay Tree Club

Guest: Any person who occupies a unit in the absence of the Owner with written authorization from the Owner and without payment of rent. Guest shall also include family members.

Family Member: Any person related to an Owner by blood or marriage, including but not limited to a son, daughter, son-in-law or daughter-in-law, grandchild, father, mother, father-in-law, mother-in-law, grandparent, aunt, uncle or cousin.

Occupant: Any Owner, Tenant or Guest or Visitor.

Unit Owner or Owner: Any person who holds legal title to a condominium unit and enjoys rights of ownership. Owner shall also include each member, partner or shareholder of an entity that holds title to a condominium unit.

Tenant/Renter: Any person who pays a financial or other consideration to an Owner for the right of occupancy to a unit and who during that time has the use of the common areas in the place of the Owner.

Visitor: Any person making a short-term visit, overnight or longer, in the presence of a resident Owner, Tenant or Guest.

III. Bay Tree Club Personnel

Manager (CAM)

The Manager is the person at the Management Company delegated to manage BTC affairs at the level of the Community Association Manager level.

Office Manager

The Office Manager is the on-site person at the Management Company dedicated to BTC who is also the CAM in the management of the property.

The Office Manager has responsibility for knowing who is in residence at all times.

The Office Manager does not provide personal services to individual Occupants.

Maintenance Man

The Maintenance Man is the on-site person at the Management Company dedicated to the upkeep of BTC.

Owners may arrange to have the Maintenance Man provide personal services to individual Occupants only after working hours and provided the Association is not deemed liable for any aspect of such services.

IV. Bay Tree Club Volunteers

Bay Tree Club welcomes volunteers and there are many opportunities. Contact a Board member for information. When volunteering, a waiver form, available in the office, must be completed and signed.

V. Occupancy

Registration of Occupants

Occupants (except for Visitors) should notify the Office upon arrival. If the office is closed, registration should occur during the next business day.

Owners should make their presence known to the Office upon arrival as well.

Registration of Vehicles

Vehicles parked overnight at BTC shall be identified as those of Owners or other Occupants. Parking stickers or permits for this purpose are available in the Office and shall be displayed in the rear window of the vehicle, visible from outside the vehicle. Unidentified vehicles will be ticketed and could be towed at the owner's expense.

Visitors who do not stay overnight are not required to display a parking permit.

Keys - Units and Cars

Owners are required to leave two sets of keys to their unit in the Office. Owners who are away for any extended interval must leave someone in charge of their vehicle keys so that it may be moved for reasons of necessary work on BTC property. Owners have the option of leaving in a designated area of the office one set of keys to a vehicle left on the premises for the purpose of having the Maintenance Man move it. Any such vehicle which needs to be moved may be moved by the Maintenance Man outside of regular working hours. The Association shall not be liable for such move.

For security purposes, the Office is kept locked and alarmed when not occupied by an authorized person.

If an Owner wants a unit key to be provided to any person, written authorization (including emails) shall first be provided to the Manager for that purpose- All keys must be signed out.

Security

All Occupants should feel free and are encouraged to question anyone using BTC facilities or the occupants of any vehicles not properly identified to determine whether they are authorized to be on BTC property. The Office Manager should be notified if an unauthorized person is on the BTC property.

Security cameras have been installed covering building entrances, mailboxes, elevators, cabana courtyard, parking areas and docks. The Office and the Board have access to review the videos should an instance require it. Cameras may be monitored throughout the day by the Office Manager for deliveries but will NOT be monitored on a 24/7 basis.

On certain holidays, extra security personnel may be on site.

When Leaving a Unit

All Occupants should inform the Office when they depart.

The main water valve and the electric supply to the hot water tank must be turned off if a unit is vacated for more than one week.

VI. Rentals

Rental Period

From January 1 through April 30 no unit may be rented for periods of less than one month.

From May 1 through December 30, no unit may be rented for less than two weeks.

A unit may be rented for less than these periods if the unit is not re-rented for the rest of the minimum rental period.

Guests

Guests are defined as those who pay no rent. There is no minimum stay for Guests as long as no rent is paid. However, mislabeling persons as Guests who are actually renters will subject the Owner to a fine as outlined in Section XVIII.

Occupancy

The maximum number of persons permitted overnight in a rental or in a unit loaned to Guests is:

- Four people in a one-bedroom unit
- Six people in a two-bedroom unit
- Eight people in a three-bedroom unit

Each unit is allowed only one rental at a time. No unit may be separated into more than one rental.

Application to Rent

Owners must submit an Application to Rent obtained either in the Office or on the website and pay a \$100 administrative fee at the time the application is submitted which should be ten days prior to the rental period. The Office is not responsible for collecting fees from the renters. If the fee is not paid by the first day of the rental, the fee will automatically increase by \$25. The Board of Directors reserves the right to readjust the fee from time to time. Owners are responsible for furnishing to all renters and potential purchasers the recorded certificate of the opt-out vote for retrofitting of sprinklers.

Arrival of Renters and Guests

Renters and Guests must check in as soon as they arrive or on the following business day if the office is closed when they arrive. A check-in form must be filled out and a copy of the *Golden Rules for Renters and Guests* will be given to the Renter or Guest who must acknowledge having read them. A parking pass will be given at that time.

Owner to Owner Rentals New 3.16.19

If rent is paid for a unit, the owner must submit an application and pay the rental fee. The rental fee will be waived when an owner loans the unit to another owner and is reimbursed only for the cost of utilities and cleaning.

VII. Respect for Others

Smoking Rules

Smoking is permitted only in the designated smoking areas which have been established as follows:

- A Building: at the end of the cabanas under the overhang closest to Tortuga and another area near the bike rack on the north side of A building.
- B Building: directly outside of the B Building breezeway under the trees.
- C Building: past the “dock parking only” spots.

This policy applies to all Owners at Bay Tree Club, their Tenants, Guests and Visitors and to anyone working at the BTC property. Owners are required to notify all of their Tenants, Guests, Visitors and workers of this policy.

Noise

Noise from children should be kept under control as much as possible.

Stereos, TV's, musical instruments, and other devices shall not be played so loudly as to disturb others.

Overly active, unruly or noisy animals can be a nuisance to owners and guests and a source of anxiety to other pets. Please be considerate and control your pet's behavior inside and outside.

Miscellaneous

Running or playing on walkways, at building entrances or in elevators is prohibited.

Roller blades, skate boards, or scooters on walkways or in traffic areas are prohibited.

Children may play on any area of the property with the exception of the traffic areas and the dunes. Tree climbing is not allowed.

Children under 12 must be accompanied by an adult in the pool area and on the docks.

Rules posted in the pool areas must be respected.

VIII. Communications

Emails

Emails are the preferred means of communication with the Office. Any change of email address should be communicated promptly to the Office. Owners without email will have communications delivered or mailed to them.

Website

The website www.baytreeclubsiestakey.com is available to all owners and is password restricted. However, the Home Page is open to the public.

Facebook Page

Facebook and Instagram Pages are available for anyone to supply photos of Bay Tree and of Bay Tree events. Please email your photos to the Bay Tree Club Office. Photos must be in good taste. The following are links to view the Bay Tree Postings.

www.facebook.com/baytreeclub

<https://www.instagram.com/bay.tree.club>

Directory of Owners

A Directory of Owners is available on the website and is to be used only by Owners and is not to be distributed to or shared with third parties. The Directory can be downloaded and printed.

IX. Pets

Pets on the Grounds New 02.20.20

Pets must be kept on a leash while outside and may walk on the property with Owners, but out of respect to everyone, no defecation is allowed on BTC property with the exception of the area underneath the Australian Pines in front of “C” building and the small grassy area east of the C building bicycle rack, and on Bayside on south side between the parking lot and Turtle Bay hedge to Midnight Pass Road, and on the Gulfside grassy area on the north side from Midnight Pass Road to the maintenance area.

Otherwise, all pets must be taken to the grassy area outside the walls next to Midnight Pass Road to do their business. Pet waste must be picked up and cleaned up.

BTC is a pet-friendly community. However, to help make the intra- and inter-specie experience comfortable for other pets, pet-owners and non-pet-owners alike, certain procedures and rules need to be respected.

Number of Pets and Registration

Owners can have up to two pets, each weighing no more than 35 pounds. All uncaged pets must be registered in the office. Each pet must be properly vaccinated and licensed.

Renters and Guests **New 04.27.19**

No renters are allowed to have pets while in residence unless it is a genuine service animal. When Owners are in residence, their Guests may have pets on the property or in the unit but with the same restrictions as stated for Owner's pets.

Service Animals

Service animals, defined as animals trained to perform a service for someone with a disability, are allowed by law. In the case of a Renter or a guest with a service animal, the Office will request documentation for the service animal.

Compliance

Any Owner not in compliance is subject to a fine as outlined in Section XVIII.

X. Renovations Rules

Season Work Restrictions **NEW 04.27.19**

Owner renovations must take place between May 1st and December 31st with the exception of emergencies and upgrading of windows/doors to hurricane code. Light, aesthetic work such as replacing carpet and painting is permitted provided no demolition of hard materials is involved (i.e tile, hardwood, marble, etc.).

Work Hour and Day Restrictions

Any renovation work within a unit or limited common element may only be performed between 8:00 am and 5:00 pm, Monday through Saturday, unless it is an emergency. No work is permitted on holidays or Sunday unless it is an emergency.

License, Insurance and Required Permits **NEW 10.20.18**

All contractors must submit to the Office a copy of contractor's license and a current certificate of insurance. BTC must be listed as certificate holder. Copies of all permits required by the County must be included with the Scope of Work pertaining to the renovation.

Renovation Deposit for Damage

Owners of a unit being renovated or remodeled must pay the Association a deposit of \$500 before work is started. This deposit is to cover any damage to BTC property and will be returned at the end of the work if no damage occurs and the permit is closed with the county. Owners are responsible for damage exceeding the deposit and a lien may be imposed if payment is not made.

Owner's Responsibility

It is the Owner's responsibility to inform the Office of any renovation/remodeling projects and to ensure the contractor receives and complies with the Renovation Rules.

Asbestos Inspection and Abatement

As mandated by the State of Florida, an asbestos inspection by a licensed asbestos inspection company must be done before any renovation begins. A copy of the test reports must be on file with the Scope of Work form in the office. In the event abatement, must be done, a copy of the Notice to Abate from a licensed abatement contractor must be posted and on file.

Contractor's Scope and Duration of Work Form

A "Scope and Duration of Work" form must be filled out by the contractor, signed by the Owner and approved by the Board member(s) in charge of Buildings. No work may commence without the entire "Scope and Duration of Work" form being completed, all necessary documents on file in the office and everything approved by the Board. This form is available in the Office or on the website.

General Rules

No trash or construction refuse is allowed to be put in the dumpster in BTC trash rooms. Contractors must remove all construction debris.

No BTC carts or luggage trolleys are to be used by contractor. Contractors are to use carts with non-metal wheels for heavy materials so as not to damage the walkways. A cart with rubber wheels is available from BTC Maintenance.

Each day before leaving, contractors must clean up any dust, debris, etc. in common areas (walk ways, stairwells, elevators, parking lots) of the buildings and grounds.

Floor covering and pads must be used to protect elevators and removed at the end of each day.

XI. Guidelines and Rules for Renovations

Fire Alarms

It is important that any work being done inside the units be reported to the Office so that the Manager can put the system on Test with the monitoring service to avoid possible false alarms. In the event a contractor does not inform the Office of work being done, any false alarm fines will be charged to the owner.

Stacks

When bathrooms are remodeled, either the Board member(s) in charge of Buildings or his delegate needs to inspect the stacks. A decision will be made if the stacks need to be replaced. As of October 2018 all kitchen stacks have been replaced

Shutters

Shutters cannot be installed on the outside of the building. If hurricane shutters are to be installed, they must be installed inside the windows.

Lanais **NEW 10.20.18**

Any planned change to a lanai, such as glass enclosure or floor covering, shall be included in "Scope and Duration of Work" form. Modifications to any lanai façade must have prior written consent from the Board before work begins. Removal of pickets is permitted on the ground floor lanais only. Three sliding glass panels is the standard for lanai renovations. All other configurations prior to October 20, 2018 are

grandfathered. Standards for the installation of glass enclosures must be followed for the protection of the building.

Floors have had a waterproof surface applied to protect the underlying cement from damage caused by the penetration of water. Tacks or nails shall not be used to install floor coverings. If renovation is to include the floor of the lanai, a new waterproof surface must be applied to the cement before new floor covering is installed at the expense of the owner.

Unit Floors

A "Scope and Duration of Work" form must be filled out and approved prior to any changes. Owners installing tile, wood or any hard surface to flooring above the ground floor level must also install a sound proofing material (IIC impact rating 70 or above). Instructions for installation of the insulating material may differ based on the flooring but must be approved in the Scope of Work Form before work is started. Failure to secure approval will result in the removal of flooring for insulating material to be installed at the expense of the unit Owner.

Replacement of Windows **NEW 10.20.18**

Any windows being replaced must be reported on the "Scope and Duration of Work" form. The list of specifications for windows, included in the Renovation Package for Contractors, can be obtained from the Office. All windows must be white. Two paneled windows with either horizontal or vertical opening are permitted in all windows except lanais. No horizontal mullions are necessary on a window with a vertical opening. For lanai sliders, please see rules regarding lanais.

Tinted windows are allowed up to and including the tinting "standard gray" or its equivalent (per Sarasota County "Turtle" Code). Tinting may be in the glass itself or through a plastic film applied to the glass. Reflective tinting is not permitted.

Sidelights next to front doors can be a full glass panel of either clear or frosted glass or the combination of two panels, either both glass or one wood and one glass.

Unit Doors **NEW 10.20.18**

Both Unit front doors and screen doors are Owner's responsibility but shall adhere to the Architectural Standards set by the Board of Directors as described and shown in the BTC Renovation Package. The Association building maintenance will include the painting of the exterior portion of all front doors at the time when the buildings are repainted or as is necessary.

Kitchen Plumbing

The kitchen drain pipe by code is 2 inches in diameter. The drain pipe needs to connect from the kitchen sink trap directly into the 3-inch kitchen stack line.

Installation of Unit Washers and Dryers

Specific rules and specifications available from the Office exist for the installation of individual washers and dryers. Only HE washers and vent less dryers are permitted. An application form must be filled out and approved before any machine may be installed.

XII. The Buildings

Storage

Storage must be confined to unit interiors, storage lockers, or cabanas. Storage lockers are available in the laundry rooms for Buildings A and C and in the ground floor Library in Building B. No storing in stairwells, guest parking spaces, or common areas is allowed.

Bicycle Racks

Bicycle racks available for bicycle storage when Owner or Renter is in residence. Tarps to cover bikes must be specifically made for bikes and form fitting; draping plastic is not permitted. Racks are located between B and C buildings on the south side of the parking area, near the car wash on the south entrance bay side and on the north side of A parking area. All bikes should have unit numbers indicated on the bike. When not in residence, all bikes must be stored in cabanas. BTC declines all responsibility for theft or damage.

Common Laundry Rooms

Laundry rooms on each floor are for use by the occupants of that floor. Machines on other floors should not be used unless a machine on your floor is "Out of Order." Laundry hours are from 6:00 a.m. to 9:00 p.m. Please be courteous and set a timer to remove laundry on a timely basis.

Unit Washers and Dryers

See also **Guidelines for Renovations** for installation information. Owners must provide proof of homeowner's insurance coverage for unit machines. Only HE detergent should be used. Unit machines may be operated between 8:00 a.m. and 8:00 p.m.

Trash

There is a trash chute for garbage only near the center of each floor above the ground floor. Non-recyclable trash must be put in a plastic bag and tied securely so not to break. Bags must be sufficiently small to pass easily through the trash chute. No boxes of any kind should be put down a trash chute.

Recyclables must be carried to the ground floor and placed in the appropriately labeled receptacle. Recyclables include: newspapers, corrugated card board (flattened), plastic, glass and aluminum. Recyclables do not include plastic bags or Styrofoam.

If any item, (e.g. furniture) is too large to fit in the trash receptacle, the Owner must arrange to have it carried away. The Office can provide the information for removal.

Building Walkways

Fire Department regulations require that all walkways (on all floors) be kept free of all items, including furniture, plants, bicycles, strollers, shoes, towels and any decorative objects.

It is permissible to sit outside the back of one's first-floor unit or the walkway side of any unit as long as neighbors are not disturbed. As soon as a chair becomes unoccupied, it must be removed.

Dust mops and rugs must not be shaken from windows or over railings. No clothing, towels, rugs or other items may be hung over railings or out of windows or anywhere outside of the unit.

XIII. Homeowner Insurance

Unit owners are encouraged to secure adequate homeowner insurance coverage for their unit and contents. Under Florida law, an Association or a unit owner who causes water or other damage

to another unit is shielded from liability unless it can be shown that he or she knew of a problem before it occurred. Ultimately, the Owner whose unit is damaged is responsible for the repairs.

XIV. Swimming Pools

Use of Pools

BTC has two swimming pools; one located on the Gulf side and designated as “A” pool, the other on the Bay side designated as “B” pool. The pools are for the exclusive use of authorized unit Occupants and their invited guests. Hours are from 9:00 a.m. – 10:00 p.m. There are no lifeguards on duty.

Rules

The pool rules are prominently displayed at pool side. Please read and follow them being respectful of fellow Owners, Tenants and Guests. Please help keep our pools clean, safe and pleasant for all. It is imperative to shower before entering the pool. Pools are easily contaminated and it then becomes necessary to use more chlorine.

XV. Grounds

Grilling and Eating Areas

No cooking or grilling is permitted on lanais, balconies, sun decks, walkways or other common elements or limited common elements. Cooking or grilling is permitted on the grills provided for the use of Occupants on the Bay side and the Gulf side. A sign-up is available for each grilling area near the grills. Tables are available as well.

Planting

No one is allowed to remove, replace, alter or trim outside plantings. If you are aware that something needs attention, notify the Office Manager.

Please do not store or plant your own house plants on lawns or in gardens.

XV. Parking Areas and Vehicle Restrictions

Parking Rules

All vehicles must have a BTC parking permit. Only vehicles actively providing services to an Occupant are allowed to park without written authorization. Unauthorized vehicles may be towed at the owner’s expense. See also **Registration of Vehicles**.

The speed limit within BTC is 5 MPH.

Any vehicle of a unit Occupant shall be parked inward in the numbered space corresponding to the unit number or in a parking space marked “GUEST”.

No vehicle may be parked in the space in front of the office for longer than 15 minutes, except for the purpose of active loading and unloading.

Size of Vehicles

Trailers, boat trailers, campers, commercial vehicles (including any vehicle with commercial markings or which is otherwise evidently used for commercial purposes), boats, and recreational vehicles of any kind are prohibited from parking on BTC property.

Any truck with an overall length in excess of 219" (18'3") must be assigned a space by management. No truck over 228" (22') or which has dual rear wheels is allowed.

XVI. Docks

Usage

Per Item 11 of the County approval dated March 16, 2004, only Owners, Tenants or Guests may use dockage facilities at Bay Tree Club.

Each unit is entitled to one slip with proof of boat ownership. The boat must be registered in the name of the Owner or a family member. A Tenant with a boat must register in the Office giving the period of time desired.

An Owner may apply for a second boat docking space which may in the discretion of the Association be granted if suitable space is available. The owner agrees to vacate the slip within three (3) business days if another Owner makes application for a slip and none are available.

Short-Term Guests

A slip can be secured for a Guest visiting for a short period of time, not to exceed 14 days. People requesting a temporary slip for a rented watercraft must provide paperwork. Space shall be relinquished if needed by an Owner.

Registration and Regulations

Residents desiring a dock berth must register their watercraft annually in January. The BTC Office Manager will assign a docking space. Watercraft includes motorized and non-motorized vessels (i.e. kayaks, canoes and paddleboards). Registration forms are available from the Office. All assignments are temporary and may be reassigned at the Board's discretion.

Unregistered watercraft will not be permitted to be moored at BTC docks and will be removed. The watercraft owner shall pay all costs of removal and/or storage.

Owners of watercraft at BTC docks are required to be licensed and insured for their use. Proof of ownership and insurance is required.

Boat Lifts **New 4/17/21**

All boat lifts must be approved by the Board before being purchased and installed at the docks. Lift specifications and pictures will be required for approval.

All lifts must be free standing and not permanently attached to the docks. The allowable electrical parameters for lifts are to be rated at 15amps or less, 110 volts or less. Lifts may also be self or solar powered and must be neutral in color (black, beige, grey). Boat lifts may not be transferred with the sale

of a unit unless approved by the Board and must be removed at the Owner's cost prior to approval of unit sale. If an owner no longer owns a boat, the lift must be removed at the owner's expense.

Board approved floating lifts are acceptable provided they are free standing with pole anchors or attached to tide slides anchored to the dock pilings. Use of Tideminders as anchor ties is prohibited on any free-standing dock pilings. No portion of any floating lift or its anchoring ties may encroach on any part of the neighboring dock slips at any time. Floating docks may not extend past the end of the dock slip more than twenty inches and no portion of the boat or lift may go beyond the boundary of the submerged land lease. All floating lifts must be installed in an interior dock slip (south side of north dock and north side of south dock).

No items may be stored on any boat lift other than anchored lift steps and the approved white dock boxes-one dock box per boat, marine grade, white fiberglass, or polyethylene. Dock boxes attached to lifts can be no larger than 36"H x 60"W x 30"D. Only manufactured made boat covers are allowed. No tarps.

Lifts must be maintained by owners. Should a lift become unsightly, the owner will be notified by the Bay Tree Office to have it cleaned. If the lift is not cleaned within 14 days of notification, Bay Tree has the right to have the lift cleaned at the owner's expense.

Dock Rules **New 3/16/19**

Docks may not be used for cooking or loose storage of equipment, supplies or fuel. Storage bins are permitted for boat supplies and equipment and may be used on the docks if they are secured but not permanently attached and do not interfere with passage on the docks. One dock box per boat, marine grade, white fiberglass or polyethylene, equal to or less than 36" wide is permitted and must be placed at the end of the finger on the dock where boat is registered.

Children under 12 must wear a life jacket and be under adult supervision while on the boat docks or sea wall. Swimming, diving, and skiing are prohibited in the marina area.

Vacated Berths

The Board of Directors shall be notified whenever an assigned berth is to be vacated for more than three (3) months. An occupant with an assigned berth may store his or her watercraft during the summer/winter months elsewhere without losing possession of the berth.

An occupant with an assigned berth who does not maintain a watercraft at BTC docks for six consecutive (6) months relinquishes the berth. The occupant must inform the Board of Directors of his or her intentions.

An Owner who sells or transfers ownership of a unit cannot convey an assigned berth to the unit buyer. A new Owner must register and apply for a berth in his or her own name. An occupant who sells his or her watercraft cannot convey the berth space to the purchaser.

Kayaks

A kayak rack exists for all kayaks behind C building on a first come first served basis. All kayaks on the racks must be permanently marked with the unit number for identification. If an owner/guest has multiple kayaks/boards, they should be double stacked on the bottom row. Kayaks are no longer to be stored on the fingers of the docks. A kayak left in the water at the dock must be registered in the office,

have a low water slip assigned (slips A-1 through A-12 and B-1 through B-10) and must be securely tied in the water.

Accessories such as paddles, life vests, etc. must be stored elsewhere. BTC declines all responsibility for theft or damage.

Liability **New 4/17/21**

The unit Owner is responsible for damage caused to the dock or other watercraft by the Owner's, Tenant's or Guest's actions or non-actions. BTC will repair damage and bill the unit Owner. It is the Owner's responsibility to seek reimbursement from their Tenants or Guests if applicable.

Bay Tree Club is not responsible for any damage to any watercraft.

Any Owner, Tenant or Guest operating a watercraft must provide docking equipment such as fenders and adequate line to prevent damage to other watercraft and the docks. Piling bumpers and Tide Slides are acceptable and may be installed onto the pilings. Use of Tideminders as anchor ties is prohibited on any free-standing dock pilings.

Use of the dock facility by Owners, Tenants and Guests is at their own risk. Unit owners are responsible for the actions of his or her Tenants, Guests and boat passengers.

It is the sole responsibility of the boat owner to be aware of adverse weather and water conditions affecting Little Sarasota Bay and to take appropriate action to protect BTC docks and owner's watercraft. BTC has no responsibility for providing notice to boat owners or for taking any action at any time. All boat owners are liable for any and all damage caused to the docks and to other boats under all weather and or water conditions.

General Rules

Electricity may be provided at designated slips only for the purpose of charging batteries, power tools and for other incidental uses. Electrical facilities are not intended for continuous, long-term shore power use.

Trash, human/animal waste, or fuel shall not be discharged overboard.

Idle speeds shall be observed in the marina area.

Slips shall NOT be occupied by live-aboard. Inclusion of live-aboard would require a modification of the State of Florida permit.

Boat repair facilities and refueling facilities over the water are not allowed, per the Florida Department of Environmental Protection.

The Board of Directors reserves the right to revise these rules as required to continually serve the best interests of the Owners.

XVIII. Compliance, Fining Authority and Procedure

Compliance Violations

Violations should be reported to the CAM. The compliance process is as follows: a friendly notice is sent, a second letter and then a final notice after which the Board can vote to fine.

Fining Process

In accordance with Section 718.303(3) of the Florida statues and Article XII of the BTC Association By-Laws, in addition to other remedies provided to the Association for enforcement of the condominium rules and restrictions, the Association may levy a fine against the Owner who fails to comply with the condominium rules or restrictions.

Each fine shall be in the amount determined in each instance not to exceed \$100.00 per day. A fine for a continuing violation may be in the amount up to \$100.00 for each day thereof not to exceed \$1000.00.

In the event a unit Owner refuses or otherwise fails to pay a fine properly levied, the Association may arbitrate if and as required and proceed with legal action in a court of competent jurisdiction to collect the sum due, together with costs and reasonable attorney's fees.