

GREENFIELD VILLAGE
RULES AND REGULATIONS FOR
UNIT OWNERS, TENANTS, AND GUESTS
UPDATED NOV. 2018

PLEASE LEAVE IN THE UNIT!!
A MESSAGE FOR UNIT OWNERS &
TENANTS

The Board of Directors of Greenfield Village is pleased to provide this guide which should help to keep everyone informed of the Rules & Regulations, which are necessary to make Greenfield Village a pleasant place in which to live. When living in a condominium community, we must be concerned about others who also live here. The Rules & Regulations are made in order to protect and respect the rights of everyone.

The complete set of Documents, which every owner receives when he/she buys a unit, points out all obligations in detail. The Rules & Regulations offer some quick answers to frequently asked questions regarding day- to- day living in Greenfield Village. We know that everyone will make an effort to cooperate so that a pleasing and safe environment will result for all.

OCCUPANCY

1. A unit may be occupied as a private dwelling by the unit owner and APPROVED tenant(s) or guest(s). Units purchased prior to April 22, 2010 may not be leased for any period less than ninety (90) days nor more than one (1) year to any party. These leases may be renewed with Board approval. Units purchased after April 22, 2010 cannot be rented for less than three (3) months nor more than six (6) months. These leases may NOT be renewed. No unit may be rented more than one time in a one year period. Application material may be obtained by contacting Sandcastle Community Management or downloaded from the website (www.greenfieldvillagenaples.com) and must be available for Board review thirty days prior to the commencement of the sale or lease. Tenants cannot occupy the unit prior to Board approval.

2. OVERNIGHT GUESTS WHEN TH OWNER IS NOT IN RESIDENCE: Prior notice to the Board, through Sandcastle, using the Guest Form is required. Guests staying more than fourteen (14) days must be related to the owner as a parent, child, legal sibling, or grandchild and their immediate families AND a background check must be done on all adults (over 18) Contact Sandcastle in regard to the background checks. Please see 9.18.5 of the governing documents.

3. Any other overnight guest(s) when the owner is not in residence, and are staying more than fourteen (14) days, and are not related to the owner as stated above must:

- Give notice to Sandcastle using the Guest Form*
- Background checks must be done on all adults (over 18)*
- Common area security deposit paid (\$1000.00 which will be refunded if there is no damage to any common area)*

- *Affidavits submitted by the owner and adult guests stating that no consideration or payment is taking place for use of the unit. If any guest(s) stay longer than the date indicated on the Guest Form or more than three (3) months, a new Guest Form and affidavits must be submitted for Board approval.*

WHEN THE OWNER IN RESIDENCE: All guests staying more than fourteen (14) days must fill out the Guest Form and have a background check done on all adults. Contact Sandcastle in regard to these forms and fees. Please see 9.18.2 of the governing documents.

TENANT IN RESIDENCE: If a tenant is having a guest stay more than fourteen (14) days, the owner must be notified, the Guest Form filled out, and background checks done on all adults (over 18) Contact Sandcastle for these forms and fees. Owner/tenant accepts responsibility for any common area or limited common area damage done by their guests.

TENANTS ARE NOT ALLOWED TO HAVE GUESTS IN THEIR ABSENCE. See 9.18.4 of the governing documents.

4. No business, trade, or profession of any type shall be conducted from within any unit without written consent of the Board.

PETS

- 1. Tenants and guests are not allowed to have pets.*
- 2. Owners are limited to one dog or one cat (not to exceed 25 pounds). Birds and fish are also allowed.*
- 3. Pets must be on leashes when outside.*
- 4. Owners must clean up after their pets.*

5. Refer to pg.10 article 9.14 for more info.

PARKING

1. *If you have not received your parking sticker(s) and guest tags, please contact Sandcastle*
2. *Guest spaces are for temporary houseguests. Residents with more than one car may park in guest spaces as available.*
3. *No junkers , inoperable vehicles or vehicles leaking fluids may be kept on the property. If such vehicles are not removed/repared after notice is given, the vehicle will be towed at owner's expense.*
4. *No oil changing, coolant draining or major repairs are permitted.*
5. *No vehicles may contain exposed tools or equipment. No pickup trucks or vans larger than 1/2 ton are allowed. No overnight parking of campers, trailers, boats, commercial or recreational vehicles is permitted without Board permission (and for a very limited time).*
6. *Prior Board permission is required for parking of unlicensed (no plate) vehicles.*
7. *No parking of vehicles on the lawn.*

TRASH

- 1. Trash and garbage must be placed in closed plastic bags before being placed in the dumpster to avoid rodents and odor.*
- 2. Recyclable items should be placed in the bins provided for them. Boxes MUST be broken down.*
- 3. Waste Management will NOT remove items left in areas around the dumpsters.*
- 4. Large items such as appliances, furniture, rugs, remodeling debris must NOT be left in the dumpster area. Owners are responsible for the disposal of such items.*

BUILDINGS

- 1. No interior or exterior structural modifications may be made without prior permission of the Board. Storm shutters MUST be approved by the Board.*
- 2. Nothing shall be affixed, attached, hung, or displayed on the exterior walls, ceilings, doors, porches or windows without prior permission from the Board.*
- 3. Owners desiring to install new floor covering should reference SPECIFIC REQUIREMENTS in the Documents on pg.8 article 9.8*
- 4. Porches, landings and stairs are limited to Fire Code regulations. Please check the bulletin board in the Cabana to see what is allowed.*
- 5. Lanais should be kept neat and orderly. Please check the documents on pg.8 article 9.9 through 9.9.14 to see what is allowed.*

- 6. No bathing suits, towels or other laundry shall be draped over the railings.*
- 7. Owners are responsible for their air conditioning system and to repair/replace broken windows, screens, and doors.*
- 8. No barbeque grills are permitted in the units or on the lanais or porches (Fire Code)*
- 9. Owners are responsible for the cleaning of any debris/other material in their dryer vents.*

GROUNDS

- 1. The planting of flowers in existing plant beds by residents is encouraged and appreciated.*
- 2. Alterations to the existing plant beds, or the creation of new plant beds, may interfere with maintenance and irrigation and is not permitted without Board approval.*

SWIMMING POOL

- 1. Children fourteen (14) years or younger must be accompanied by an adult.*
- 2. All rules posted must be strictly followed.*
- 3. The pool cabana can be reserved by calling a Board member or contacting Sandcastle.*