BRIDGEWATER BAY CARRIAGE HOMES ASSOCIATION, INC.

RULES AND REGULATIONS

Revised & Adopted December 3rd, 2024

The rules and regulations for Bridgewater Bay Carriage Homes, Inc., a Condominium d/b/a Carriage Homes at Bridgewater Bay (the "Association" or "CHA") hereafter enumerated shall be deemed in effect until amended by the Board of Directors of the Association (the "CHA Board",) and shall apply to and be binding on all unit owners. The purpose of these rules and regulations is to maintain safety and enhance the appearance and value of the properties within Carriage Homes at Bridgewater Bay. These rules and regulations are to be obeyed by all members of Carriage Homes at Bridgewater Bay. It is each members' responsibility to inform all occupants of the member's unit, e.g. family members, guests, invitees, lessees and all other persons over whom they exercise control, of such Rules and Regulations and each member is responsible for compliance by each such occupant at all times.

1. **Building Appearance and Maintenance**
   A. Streets, sidewalks, driveways, entrances, and steps are to be used strictly for ingress and egress and must not be obstructed or used for any other purpose i.e., the storage of bicycles, wagons, carts, chairs, benches, tables or the like.
   B. Personal property must not be stored outside units or driveways and may not be visible except plants and outdoor furniture can be stored on screened lanais.
   C. The common and limited common areas must be kept free of refuse, debris, or unsightly materials. This also refers to dog waste which must be picked up by their owners.
   D. Except as provided herein, no person should discard any unwanted material, such as furniture or personal belongings from their unit onto driveways, on grass strips along street curbs or in any of the common areas.
      Garbage and trash shall be securely bagged and kept in community approved waste barrels of uniform color and size(s) (please consult property manager before purchasing) in the garage until placed at the curb for scheduled pickup on Wednesdays and Saturdays.
      Recycling containers are picked up on Wednesday. Yard Waste is picked up on Wednesday. Bulk pickup or any large items that do not fit in the barrels must be coordinated with Collier County at least 24-hours in advance (by end of business day Monday) currently by calling 239-252-2380. Depending on the type and/or size of the item, Collier County may: 1) communicate to the waste management company to pick up the item on Wednesday, 2) dispatch their own truck for pickup, or 3) direct You to take the waste to a transfer center (9950 Goodlette Frank Rd) or to a landfill center. All barrels shall be placed at the curb 24 hours prior to scheduled pickup and returned to the garage within 24 hours after scheduled pickup . If the resident is unable to do this, it is his/her responsibility to arrange for someone else to do it in conformity with this schedule. Days and times mentioned in this section are subject to change, which shall be published by the Property Manager.
   E. Garage doors must be closed at all times except for ingress and egress. Members are reminded that social activity in driveways that is carried on by members, their tenants and guests must always be respectful of neighbors and other members and all music, video or other noise or light producing activity outdoors must end by 10 pm.
   F. No signs, advertisements, or similar may be displayed or affixed to any part of the unit or on its property. Only American flags may be displayed (per Florida statute). CHA Board approval must be obtained prior to installation to ensure conformity.
   G. No resident or their families, guests, employees, agents, or visitors are allowed on building roofs at any time. Only licensed, insured and CHA Board-approved contractors can work on

roofs. All materials shall conform to the Association's Community Standards. It is the member's responsibility to only use materials that are approved Community standard materials (such as roof tile specification make, model and color). Materials which do not conform with the Community Standards must be removed entirely at the member's expense in accordance with notice from the CHA Board.

H. All window or door coverings visible from the exterior of the building shall be white or off-white in color.

I. Hurricane shutters approved by the CHA Board prior to installation and meeting applicable building codes may be installed on lanais, windows, and entry doors. Proper specifications are available from the property manager's office during normal business hours. Shutters exterior to screened lanais, windows and entry doors should not remain closed except during off-season defined as from late March through November. Shutters inside screened areas, not visible from the common drives when open, may be fully closed as necessary. All shutters must be white or off-white in color.

J. Lanais may not be used to store or maintain toys, bicycles, strollers or carriages or similar vehicles. In addition, the drying of laundry, towels, rugs or other articles may not to be done on lanais or exposed on any part of the common areas. Cleaning or pressure washing of second story lanais should be noticed and communicated to the resident below providing at least 24 hours before work begins.

K. Outdoor holiday decorations are permitted 30 days before a holiday but should be removed within 14 days after the holiday. They are not allowed to be permanently affixed to any building or structure.

2. <u>Alteration of Unit</u>

A. Any addition, change, alteration, or decoration to the exterior and the interior of any portion of a condominium unit is subject to the requirements of Florida law (links to Florida and Collier County statutes provided on Bridgewater Bay Property Owners web site);any provisions of the Carriage Homes at Bridgewater Bay Declaration and Bylaws and the Bridgewater Bay Property Owners' Association ("POA") Declaration, and Bylaws; and must be submitted in writing to the CHA Architectural Review Committee ("ARC"), CHA Board, and POA Board for approval prior to commencement. Applications must include written contracts with plans and specifications, proof of applicable licenses, and contractor insurance.

B. The CHA Board of Directors will only consider approving alteration requests if the Association is protected, in the CHA Board's sole discretion, and/or indemnified as to construction liens and claims arising from said work. All work shall be carried out in conformity with applicable building codes including issuance of applicable permits.

C. Contractors must be licensed, bonded and insured. Insured means the individual or entity contracted to perform the work is insured as required by Florida law and the POA and CHA.

D. Projects once approved must be registered with the office to include contractors and anticipated start and completion dates for projects. Contractors shall only be permitted to work within the property from Monday to Friday 8 AM to 6 PM and Saturday for emergencies and must utilize only member's parking space or guest parking.

3. <u>Attic Access</u>

Attic access by an owner or contractor is prohibited. If a contractor requires attic access, they must contact the management office to set up an appointment to have the fire suppression system discharged to avoid any damage. There is a Discharge and Recharge fee that the owner/contractor is responsible for paying. Accessing the attic is a violation of our rules and

regulations and an automatic $500 fine.

4. Emergencies in Owners Absence

A. All condominium unit owners shall provide a duplicate key to their unit to the Management Office as a safeguard in case of an emergency requiring entry into the unit in the absence of the owner. Failure to provide a key could result in a charge for a locksmith when access is required for scheduled maintenance noticed to the member (such as dryer vent cleaning, sprinkler verification, pest management) or responsibility for all damages in the event of emergencies.

B. Owners who leave their unit vacant for an extended time must prepare it by removing all furniture, plants, etc. from lanais and balcony unless enclosed by storm shutters. For units without storm shutters these items should be stored inside the unit. Owners shall prepare the unit for extended absence as set forth in attached instructions at Appendix A (which may be updated from time to time).

C. In case of storms, hurricanes or severe wind, a responsible caretaker or home watch service shall be engaged to periodically check and take steps to prevent damage to the unit. Your caretaker or home watch service shall be made known to the Association.

5. Pets

The owner of each unit may keep no more than 2 commonly accepted household pets such as a dog or cat, and not more than 2 caged birds.

A. Pets must be carried or leashed at all times when accompanied outdoors.
B. Pets must be registered at the office annually and provide current vaccination proof.
C. Pets should not be left on the lanai unattended.
D. No reptiles, amphibians, poultry, or livestock may be kept.
E. Tenants, guests, or visitors are prohibited from having pets except for certified service animals as provided for in Florida law. It is the responsibility of the renter and the unit owner to provide proof of compliance with Florida law as part of the rental or occupancy lease. Having a pet is a privilege, not a right. The board is empowered to order and enforce the removal of any pet that becomes a source of unreasonable annoyance to other residents of the Properties.

6. Outdoor Cooking/Grilling

A. No hibachi, grill, or other similar devices used for cooking, heating, or any other purpose shall be used or kindled on any balcony, lanai, under any overhanging portion, or within 10 ft (3 m) of any structure. However, the use of UL listed electric portable tabletop grills, not to exceed 200 square inches of cooking surface area, shall be permitted. Further, no hibachi, grill (electric or otherwise), or other similar devices used for cooking shall be stored on a balcony or lanai. No grill or gas table utilizing any size propane tank may be used anywhere within the unit or driveway. Not more than two 16- ounce cylinders of propane (for camping devices) may be stored in any unit, including the garage. Propane tanks greater than 16-ounces must not be stored in garages, adjacent to garages, or anywhere within or outside of the condominium building (including, without limitation, for generators).

B. Use of Charcoal grills, firepits, and gas fireplaces (including fire pit tables, but excluding permanent fireplaces installed inside condominiums in accordance with applicable codes) is strictly forbidden anywhere inside or outside condominium buildings (including lanais).

C. No flammable, combustible or explosive fluid, fuel, chemical or hazardous waste shall be kept in any unit or limited common area, except as described herein and as otherwise necessary

and suited for normal household use.

7. Parking/Vehicles

A. Guest Parking is available on Horizon Lane and Driftwood Way. These parking spots are strictly for guests and are not to be used by residents. Limited resident parking is available at the Clubhouse with permission from the POA Board and Property Manager. Disabled cars or non-operational cars are not to be left anywhere within Bridgewater Bay at any time and may be towed at owner's expense.

B. Vehicles must not be parked at any time on any streets, nor on any unpaved areas including the grass strips in front of units. Boats, RVs, wave runners and trailers are not to be parked on streets or driveways at any time. When servicing a unit, commercial vehicles shall park on the unit's designated driveway. If the unit's designated driveway is not available, commercial vehicle may park on the street. Long term parking for owners may be available for lease in designated areas. Please see the Property Manager for availability and applicable rental fees.

C. No repairs or maintenance of vehicles is permitted outside garages, but vehicles may be washed in the owner's driveway.

D. Any member renting its unit shall be deemed to have transferred its right to, and use of, the Clubhouse Facilities to its lessee(s) during the lease term. For clarity when a lessee's fob is programmed for the Clubhouse Lifestyle Center, the member/unit owner's fob shall be disabled. Members will however still have access to the community through the entry gates via their car pass or other means.

8. Rule Violations

In addition to having to reimburse the Association for any damages and costs, Members, tenants, or guests who fail to respect these rules after warning may have their privileges suspended or revoked and the offender and Member may be subject to a fine in addition to such reimbursement, if applicable.

9. Nuisance

A. No unit owner/leasee shall make or permit any disturbing noises by himself, his family, guests, lessee or by all other persons over whom they exercise control and supervision.

B. Cigarette, Cigar Smoking or Vaping are not permitted in any of the common areas.

C. No unit owner shall make, tolerate, or permit any disturbing noises by himself/herself, family, guests, invitees, lessees, or pets that interfere with the rights, comfort, or convenience of other unit owners. This shall include without limitation the use of stereos, television, radios, or musical instruments. Pets shall not be left unattended on lanais at any time. Always be respectful of your neighbors as you, your tenants and your guests enjoy your unit, Common Areas, and amenities.

D. Use of fireworks of any kind is prohibited.

10. Moving

Any person moving furniture, furnishings, or other personal property in or out of a unit must notify the management company in advance of such a move, all such moving activity shall occur Monday through Sunday between the hours of 8 AM and 6 PM.

11. Right to Speak at and Videotape or Audiotape Board of Directors and Members' Meetings

A unit owner wishing to speak at a Board or members' meeting on a particular agenda item must sign in with the Association before the commencement of the meeting. A unit owner may only speak one time on each agenda item and for up to 3 minutes, and only while the agenda

matter is on the floor for discussion. A unit owner wishing to videotape or audiotape a CHA Board meeting or members' meeting shall give the Association not less than 24 hours advance notice. The videotape or audiotape equipment or device used by the unit owner shall not produce distracting sounds or light emissions and shall be assembled and placed in position in advance of the commencement of the meeting in a location acceptable to the Association. No unit owner shall be permitted to move about the room during the meeting in order to facilitate such videotaping or audio taping.

12. Use of Common Elements and Association Property

Common elements and Association property shall only be used for their designated purposes. Unit owners shall be held financially responsible to the Association for any damage to the common elements or Association property or improvements, systems, or Equipment thereon caused by a unit owner or his or her family, guests, lessees, and all other persons over whom the unit owner exercises control and supervision.

13. Compliance with Rules and Regulations by Guests and Lessees of Unit Owners

Unit owners shall furnish guests, family and lessees a copy of the Rules and Regulations and shall be responsible for their compliance. Violations of the Rules and Regulations should be reported to the property manager/assistant manager.

14. Hazardous Waste and Substances

No inflammable, combustible, or explosive fluid, fuel, chemical, hazardous waste, or substance shall be kept in any unit or limited common element, except those necessary and suited for normal household use.

15. Guests

All guests, family members, or lessees who occupy the unit in the absence of the member-owner must be registered with the Office. As a reminder, a guest is a non-family member who does not pay any compensation to the owner, including in-kind, non-cash compensation for the stay. Guests cannot occupy a unit without the owner for longer than two weeks at a time. The owner may allow the guest to stay up to 3 (three) times a year, but each occurrence must be at least 31 (thirty-one) days after the prior stay.

16. Plants and shrubbery

No exterior plantings or shrubbery shall be altered, moved, removed or added without ARC approval.

17. Notices

All notices of members' meetings, Board meetings, and committee meetings shall be posted on the bulletin board at the Bridgewater Bay clubhouse and/or posted online.

18. Applicability; Fines.

These rules and regulations shall apply equally to all owners and their families, guests, lessees, and invitees. Violations are subject to fines as outlined in the Association's Bylaws and herein. Activities that also violate the POA's Declaration and Bylaws may also be subject to fines by the POA.

19. Fines and Further Action by Association

a. Any vehicle parked on the street or resident parked in guest parking will receive a warning.

Warning will be given by a notice affixed to the vehicle. A resident will also receive an email notification to the email address on file with the management company.

b. Any vehicle parked on the street or resident parked in guest parking, who has received a warning, will be towed, with no further notice, at the vehicle owner's expense.

c. Any vehicle parked on the street or resident parked in guest parking and has been previously towed, will receive no further warning and will be towed, at the vehicle owner's expense.

d. Any owner, who has an unregistered pet residing on premises may be fined $100.00 a day, up to $1,000.00, until registered with the Association.

e. Any owner who fails to provide a timely tenant and/or guest application in Tenant Evaluation shall be fined according to the following Fine Schedule: See Appendix B

f. Any owner, guest, or tenant, who violates the Bylaws, or these Rules and Regulations may be fined $100.00 a day, up to $1,000.00 until the violation is corrected.

g. Any owner, guest or tenant, who violates the Bylaws, or Rules and Regulations may, in addition to having any fines assessed, have privileges suspended and FOB deactivated.

NOTE: These Rules and Regulations do not constitute all the restrictions affecting condominium property; reference should be made to the Declaration and Bylaws for Carriage Homes at Bridgewater Bay Association and the Declaration and Bylaws for Bridgewater Bay Property Owner's Association.