

# Bay Village Condominium House Rules

## Section I

## Homeowner Responsibilities

The purpose of these House Rules is to ensure the rights of each owner/resident to a safe and amicable home life. If there is alleged infringement or violation of the House Rules, please contact the Property Management Company.

### **A. Individual Homes:**

1. All homes shall be used only for single-family residence purposes as such term is defined in the Declaration and By-Laws.
2. Each homeowner shall keep their home in a good state of preservation and cleanliness and shall not sweep or throw dirt, cigarette butts, or other material from the doors, windows, terraces, balconies or catwalks.
3. Toilets and other water apparatus in all homes shall not be used for any purpose other than those for which they were designed, nor shall any sweepings, rubbish, rags or other articles be thrown in them. Any damage resulting from misuse of any toilet or other water apparatus in any home shall be repaired and paid for by the responsible homeowner.
4. Homeowners must promptly repair all malfunctioning items in their homes which, if neglected, might adversely affect neighboring homes. Homeowners will be responsible for any damages and liabilities to other homes that may result from the failure to maintain and/or repair such malfunctioning items.
5. All repairs to internal installations of any home, such as electrical power, telephone, and plumbing installation, shall be at the individual homeowner's expense. All such work shall comply with building codes in effect at the time of repair.
6. No resident, at any time, shall bring into or keep in their home any flammable, combustible, or explosive fluid, chemical or substance except those specifically intended for normal household use.
7. All radio, television, computer, or other electrical equipment for any kind or nature installed or used in each home shall comply with the rules, regulations, requirements or recommendations of the "Underwriters Laboratory", the "FCC" or the electrical enforcement agencies having jurisdiction. The homeowner is solely liable for any damage or injury caused by any such equipment in their home.
8. A minimum temperature of 55° F shall be maintained in each home at all times to prevent damage to other homes.
9. No resident shall be under the age of 18 years of age unless living with an adult resident.

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## **B. Restricted Common Elements:**

1. Bicycles, skateboard, inline skates, riding toys, and the like are not to be ridden on the sidewalks in the common areas, in the garages, fire lane on the bayside or on any Bay Village property.
2. No article shall be hung or shaken from windows, balconies, patios or placed upon exterior windowsills or railings.
3. Clothing and other articles shall not be dried or aired on balconies, patios or terraces.
4. Each resident shall keep balconies free of snow and ice.
5. When furnishing balconies and patios use appropriate outdoor furniture. Storage of equipment and property such as bicycles, exercise equipment, strollers, water craft, boxes or other items not specifically designed for balcony or patio use is not permitted on balconies or patios.
6. No resident shall paint patio or balcony walls. No resident may affix any objects of any kind to a balcony or patio wall or any exterior building wall or store objects thereon, except as specifically provided for in these rules.
  - i. Potted plants are permitted on the inside railing lines of individual home balconies and patios. Care should be taken that such planters will not fall from balconies. Hanging plants on balconies shall be hung safely to not pose a safety hazard to people below.
  - ii. Two hanging planters are allowed (total). Planters may be hung from the ceiling, from the fascia board or from the wooden balcony wall. Any damage caused to the wood or ceiling by the hanging baskets must be repaired by the person living in the unit. No plants may be hung on the Comproco (i.e. stucco) wall surfaces. The Board of Managers may, at their discretion, ask residents to remove any hanging plant they feel may present a danger to others. Individual homeowners will be held liable for any accidents caused by any objects falling from their balcony.
  - iii. Planters on the railings are allowed, but they must hang on the inside of the railing.
  - iv. Potted plants are allowed on the floor of the balcony (within reason).

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- v. Only one object may be attached to the wall area. Placement is restricted to the wooden wall surfaces only. Any item to be hung on the wooden wall surface must be approved by the Board through the variance process. Nothing may be hung on the Comproco (i.e. stucco) wall surfaces.

Residents are asked to send a photo and a brief description of the item to the Board Secretary via email attached with the Variance Request to seek an exception to any of the rules. NOTE: No mirrors, religious symbols or political signs will be approved.

7. Homeowners who have wood burning fireplaces in their homes must have their chimney inspected by a professional service provider each year between the months of June and August and professionally cleaned if necessary. A receipt or proof of inspection must be provided to the Board of Managers by the homeowner each year. Woodbridge Management will maintain a list of inspection dates for those properties.
8. The storage of firewood on balconies and patios is permitted but must be limited to one face cord per balcony or patio and piles no higher than the railing.

**C. Parking: Residents** – *“Restricted Parking Area” refers to all inside/covered garage spaces and outside parking areas that are designated for “Residents Only”*

1. To park on Bay Village property, you must be a resident. To be considered a resident one must be either an owner or someone residing with an owner at Bay Village OR a tenant with an approved application and lease on file with Woodbridge Management.
2. Each home is allowed only **two** vehicles on the premises at all times. Each home has only two parking spaces for vehicles with current parking stickers: one in an inside/covered garage in front of the numbered storage area AND one an unassigned space on the outside deck. Only **one** vehicle per home may be parked on a regular basis on the outside deck (*a restricted parking area.*)
3. Each resident must attach a Bay Village identification sticker to the rear or side window of each vehicle that parks regularly on the Bay Village premises. Any vehicle without a sticker is NOT permitted in *restricted parking areas*. Any qualified resident

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(as defined above) must complete a “Bay Village Parking Registration Form” and obtain a sticker from Woodbridge Management. Forms are available from the Community Center office or Woodbridge Management.

4. Any resident with a non-stickered vehicle parked in *the restricted parking areas for residents only*, will:
  - Receive a written warning upon the first documented infraction.
  - Receive a fine up to \$100 upon the second documented infraction
  - Receive additional fines up to \$100 for each additional infraction.
  - A vehicle may be towed at the owner’s expense following a third documented infraction. A posted sign states the towing company information to claim a towed car.
5. When parking in assigned garage/covered spaces, residents are asked not to obstruct garage access, not to allow their vehicle to extend beyond garage pillars or supports and not to exceed their fair portion of their assigned space.
6. Designated guest or visitor parking areas are common property. It is expected that residents and their guests will respect the rights of others by not abusing the parking privileges and only park in appropriate parking areas. Residents are expected to see that their guest do not park in garages or *restricted parking areas*. Each home is permitted two *visitors* passes. All guests are expected to display a “visitors parking pass” and parking in designated visitors parking area if the total number of vehicles in the restricted parking area will exceed two. At no time shall any home encumber more than a total of two parking spaces within the *restricted parking areas*.
7. A homeowner may ONLY lease their inside/covered designated parking space to another resident . Such a leasing arrangement must be reported in writing to Woodbridge Management.
8. No boat, trailer, or other sport vehicle shall be parked or stored within the community at any time except within the inside covered/ garage parking space assigned to the resident. Such use will constitute one of the two parking spaces per home. Only the following items may be stored in the covered parking spaces: cars, pick-up trucks, vans, boats and boat trailers, two-wheeled vehicles, personal water craft on trailers and snowmobiles.

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9. Storage of anything on top of lockers in the garage area is prohibited. Personal storage areas are not guaranteed to be theft-proof or weather (water) proof, and the condominium accepts no liability for such personal property. No personal property is to be stored in any garage space outside of assigned storage lockers.
  
10. With the exception of boat trailers, no unlicensed vehicle is allowed on the Bay Village property.

### **D. Common Elements:**

1. Residents shall not use, or permit the use of ANY of the common property in any manner which might be disturbing or a nuisance to other residents or in any way that may be injurious to the reputation of the Bay Village community.
  
2. The drives, sidewalks and fire lane shall not be obstructed or used for any purpose other than entering or exiting homes. Objects shall not be left or stored in any common areas. No resident shall place any personal property/structure of any kind in any portion of the common area or usurp any portion of the common area for personal use.
  
3. Homeowners, their families and guests, shall not, at any time, or for any reason enter or attempt to enter the roof of any building; service personnel are NOT permitted on the roof, unless under the direct supervision of the Maintenance Supervisor, or Property Manager.
  
4. In the event of damage to any common area, building, garage, grounds or storage facility, through the negligent or culpable act of any homeowner or any of their guests, tenants, employees or family members, the homeowner irrevocably authorizes the Board of Managers to repair the damaged area. The homeowner will reimburse the Board of Managers for the cost of the repairs.

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## Section II

## General Community Responsibilities

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### A. Noise

1. No homeowner shall make or permit to be made any disturbing noises, or permit anything to be done which will interfere with the rights, comforts, or conveniences of other residents. Noise must be controlled in compliance with the Town of Irondequoit Noise Ordinance, especially between the hours of 10:00 p.m. and 9:00 a.m.
2. Musical instruments, vocal music, stereos, radios, televisions sets, trash compactors, garbage disposals, vacuum cleaners, dishwashers, clothes washers or dryers should not be operated during times that would disturb other residents. Please keep in mind that loud conversation, walking along the building walkways, walking on catwalks or going up and down stairs can disturb neighbors whose bedrooms are nearby.
3. Loud noise from parties, arguments and/or barking dogs is not permitted.
4. Consequences of violating noise regulations:
  - Written warning after first documented infraction
  - Fine up to \$100 following second documented infraction of same rule
  - Additional fines of up to \$100 with each additional infraction
  - Town of Irondequoit Noise Ordinances applies here.
5. Boats and personal watercraft whose exhaust and/or engine are above the level of noise permitted by the State of New York Navigation Law, Article 4, Paragraphs 44 and 44-a, are illegal and are not permitted at Bay Village unless equipped with a special muffling device as described in Paragraph 44-a of the law.

Any boater receiving two separate, written noise complaints for a single incident of excessive noise shall receive a warning letter. Receiving two separate, written noise complaints for a second incident shall result in a Board of Managers review and direction to the Waterfront Committee to revoke docking privileges for the balance of the current season. (This paragraph is repeated in the Docking section of the rules.)

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## B. Pets

1. **All pets must be registered with Bay Village Condominium.** Forms may be picked up at the Bay Village Community Center or requested from Woodbridge Management.
2. **Bay Village Condominium restricts dog size. Only small breed dogs (not to exceed 25 lbs at maturity) are allowed.** One dog or one cat per home is permitted. Any other pets require an approved variance. Larger dogs already living in the community are grandfathered for the life of that pet. All pets must be registered with the Association.
3. **Tenants (those who rent/lease from the owner) are prohibited from having dogs at Bay Village. One indoor cat is permitted in a lease, with the homeowner's approval.** Tenants currently owning dogs are grandfathered for the life of that pet. Tenants allowed to have a cat pursuant to their lease are subject to all Bay Village House Rules, including, but not limited to the Pet section.
4. Each resident must abide by the Pet Rules as set forth by the Bay Village Condominium. **No guests are allowed to bring their pets onto Bay Village property.** All pets must be on a leash at all times when on the property, including the Point. All resident pet owners must abide by all Town of Irondequoit Pet Ordinances.
5. Residents are required to keep all pets under control and must walk them outside the perimeter of the complex. The property on the south side of the boat storage barn (the "Point") is recommended as a suitable area for walking pets. Walking dogs is also allowed on the west side of Bay Village Drive, preferably south of the visitor's parking lot. **No pets shall be walked along the waterfront or bayside lawn** except when walking to or from a boat. Pets shall not be tied within the community common area or on a ground level patio at any time.
6. Excessive barking/noise: Residents are asked to call the Management Company if barking becomes an issue. Owners are required to control any excessive barking or remove the dog from the property. (Some vets recommend bark collars.)
7. In accordance with the Town of Irondequoit Pet Ordinance, no pets – dogs or cats – are allowed to roam in the common areas. If allowed, this would create sanitation problems, damage to shrubs and landscaping, potential injury to people and other pets and would also diminish property values and be a problem for neighbors. Please control barking and prevent a leashed dog from lunging or jumping on passers-by.

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**Pet owners must carry waste bags at all times when walking pets on Bay Village grounds (common areas) – AND pick up all pet waste immediately.** Please dispose of waste bags appropriately – in the dumpster in the visitor's lot ONLY.

8. Infractions of the Pet Rules will result in:
- Written warning following first documented infraction.
  - Fine up to \$100 following second infraction of same rule.
  - Additional fine up to \$100 following each additional infraction.

NO PETS ARE ALLOWED IN THE COMMUNITY CENTER, TENNIS COURT, POOL OR POOL AREA AT ANY TIME.

**C. Planting and Gardening:** Limited planting or gardening may be permitted within the boundaries of the Condominium complex, but only as specifically provided for by the Board of Managers. A specific variance request must be made for any outside planting in common areas.

**D. Wildlife:** Feeding of any wildlife, including birds, is not permitted. DO NOT feed geese, ducks, fish, deer, birds, squirrels and the like. Also, please do not feed feral cats. Food left out can present an unsanitary situation and can become a nuisance for all.

## **E. Traffic Control**

1. Speeding or careless driving on the private drives and in the parking areas is prohibited. Signs are posted with the speed limit and drivers are requested to adhere to this limit, especially at blind corners and sharp curves. Motorcyclists are expected to exercise similar care in operating their vehicles. Sports car and truck and motorcycle engines are NOT to be revved on roadways or in the garage. Bicycles, skateboards, inline skates, riding toys and the like are not to be ridden on the sidewalks, in the garages, fire lane or on any Bay Village property.
2. The Town of Irondequoit Police Department, acting at the request of the Board of Managers, has permission to make arrests on condominium property for violations of the Motor Vehicle Law.
3. Fire Lane: At no time, except for temporary drop offs or emergency use, are motorized vehicles allowed on the fire lane. The fire lane runs from the driveways along the bay side of buildings 2, 3 and 4. The lanes are to provide access to all units for fire and emergency vehicles. Bicycles, skateboards, inline skates, riding toys and the like are also prohibited in the fire lane.



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**F. Trash Collection:** Residents will please observe the following procedures when handling and disposing of garbage, refuse and recycling:

1. All recyclables should be placed in the designated receptacles in the garages.
2. "Returnable" bottles and cans being donated (to the Bay Village Community Center) should be placed in the receptacles provided for this purpose (near the Community Center entrance).
3. All refuse items should be placed in secured plastic bags and put into the refuse containers provided in the garages. Bones, food containers (except recyclables) and wet packaging can be included if wrapped. No loose, unwrapped items, including fast food containers are to be placed in refuse containers. All refuse must be bagged. If the refuse container is full, please locate another container or take your bag to the dumpster in the visitor's parking lot. **DO NOT stack garbage bags on the top of the containers in the garage.** It is unsanitary and will draw critters.
4. Cardboard boxes should be broken down flat and placed in or adjacent to the appropriate recycle bin.
5. Glass and plastic containers should be placed loosely in the marked recycle totes. Please do not throw them in the tote in a plastic bag.
6. All other items including extra-large items should be placed in the dumpsters provided in the visitor's parking lot and NOT left near the garage refuse containers.
7. DO NOT leave items outside the dumpster in the visitor's parking lot. If a special pick up is required for oversize items, please alert the Management Company.

**G. Private Business Activities**

1. No business activities that generate traffic in the Bay Village Community are permitted.
2. It is not the intention of the Board of Managers to limit a resident's use of their home for business purposes. The variance procedure is to be used to request approval to conduct business activities within Bay Village. The primary concern is to avoid creating situations that may overload the use of the common areas – especially parking, and become a nuisance to neighbors. (See "Variance Requests" in Section III of House Rules.)

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## H. Signs

1. No signs may be erected or displayed anywhere in the Bay Village Condominium complex for any purpose, except as otherwise specifically provided for in these House Rules. The community newsletter and community bulletin boards are available to post messages.
2. The Board of Managers may erect signs as necessary to regulate traffic and provide information.
3. A maximum of two signs per home may be erected for the purpose of resale of condominium homes. Such signs may be in place only on Saturdays and Sundays from 1:00 p.m. to 6:00 p.m. to announce an Open House. No signs other than those pertaining to the sale of the unit are permitted in windows of any unit for any purpose at any time.

## I. Rental and Sale of Homes

1. **Rentals** – Any homeowner who leases their home must provide a copy of the lease agreement with the Management Company and that lease must require full compliance with the Condominium Declaration, By-Laws and Rules and Regulations.
2. All tenant candidates for screening must present to the Screening Committee (1) a copy of the current Bay Village House Rules. If not presented, approval to lease will be withheld until both documents are presented. (This assures the Board of Managers that the tenants have the pertinent information.)
3. It is the homeowner's responsibility at all times to provide their tenants with a copy of the Bay Village House Rules and to provide the Board of managers with an acknowledgement of the receipt of same. Copies of the House Rules and the Condominium documents are available at the Management Company. A duplication fee applies.
4. It is the homeowner's responsibility to provide the Management Company with a copy of the lease signed by their tenant.

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5. Any homeowner not providing an appropriate signed lease with the Property Manager will:
  - Receive a written reminder of the Rule and be given 30 days to comply.
  - Be fined up to \$100 per month there is no documentation provided, following the 30 day reminder period.
6. Any non-resident homeowner who leases their unit relinquishes use of all Bay Village privileges, e.g. boat docks & storage, tennis courts, pool and Community Center.
7. Tenants are allowed to have a cat, if permitted in the lease with the homeowner. Dogs are not allowed for tenants.
8. **Sales** – The Board of Managers recommends that any prospective buyer meet with the Welcoming Committee prior to the purchase. The House Rules will be reviewed and any prospect questions can be answered to avoid confusion about expectations.
9. All homeowners who intend to sell, rent, or lease their home are required to notify the Management Company in writing. The notification should include:
  - The names and former addresses of intended occupants or buyers.
  - The anticipated date of occupancy.
  - Renters will have full use of common facilities as residents.
  - Owners who no longer occupy their home are not permitted to use the common facilities unless they are the guest of another Bay Village resident.
10. Signs for the sale of homes, may be erected, as provided in Section II of the House Rules; **Strict compliance to the provisions and restrictions in that section is required.**

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## Section III

## Standard Condominium Procedures

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### A. Entry into Individual Homes

1. The Maintenance Supervisor will retain a copy of a key to each individual home. If and when a new lock is installed, it is the homeowner's responsibility to give a key to the Maintenance Supervisor, for safe keeping.

Failure to provide a key may result in a forced entry during an emergency. In this case the homeowner will be responsible for any damages resulting from the forced entry.

2. No one will enter any home without the express permission of the resident for any reason other than a clear and imminent emergency situation.
3. Individual residents expecting servicemen, deliveries, etc. are personally responsible for making their home accessible. Maintenance staff will not open any home for such purposes, even at the resident's request.

**B. Service Requests** – All requests for maintenance and service should be made to the Management Company. The Woodbridge phone # 585-385-3331. There is an "after hours" answering service for emergencies outside business hours. During weekday work hours, Emergency situations requiring immediate attention can be brought to the attention of the on-site Maintenance Supervisor, as well as Woodbridge Group.

**C. Variance Requests** – Variance requests are to be completed and mailed to the Management Company. The Management Company will forward the request to the Board of Managers for consideration and approval.

1. **Structural Variance** – Homeowners wishing to make any modification or alteration to the exterior appearance of their homes/units, or other alterations that would impact/impair the structural soundness of the building, must submit a Variance Request to the Board of Managers through the Management Company.

"Modifications or alterations" shall include, but are not limited to, any and all changes made upon the condominium grounds, buildings and garage exteriors, construction of patio or balcony enclosures or covers, Installation of paving, walkways or patio extension, erections of outside antennas, poles, fences and any other observable external changes to grounds or

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structures. Such requests must include detailed plans and specifications pertaining to the proposed modification or alteration.

2. **House Rules Variance** – Residents may request a variance to these House Rules by application to the Property Manager who will review it with the Board of Managers. Such application shall include a detailed justification of the need for the requested variance. House Rule variances are to be granted to a specified individual(s) for a specified period of time and subject to renewal.
  3. **Internal Variances** – including, but not limited to requests for changes or modifications to: plumbing, electrical work, changes or modifications to walls and floors that would have an impact on a neighbor or building structure.
- D. Violations** – Violations of House Rules of any kind should be reported to the Property Management Company. Any person making a report will remain confidential and not identified to the Board of Managers or other residents.
- E. Communications with the Board** – All homeowner’s suggestions or requests concerning condominium procedures may be directed to the Board of Managers, who can assist in getting the matter to the appropriate person and having the issue resolved.

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## Section IV

## Use of Common Elements

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### A. Docks

1. Use of the docks is for Bay Village residents and guest of Bay Village residents only. Only boats owned by and registered to residents of Bay Village will be assigned a dock space.
2. No children under the age of 14 are allowed on the docks unless directly supervised by an adult Bay Village resident.
3. The following maximum boat lengths, beams and weights have been established.
  - 20' docks – 24', 8'6" beam, 5,500 lbs
  - 30' docks – 36', 13' beam, 16,000 lbs
  - 32' docks – 36', 13' beam
4. Dock fees will be recommended annually by the Waterfront Committee and approved by the Board of Managers. Fees are payable as follows:
  - April – July Occupancy . . . . .100%
  - August Occupancy (space permitting) . . . . . 50%
  - September Occupancy (space permitting) . . . . 25%
  - October Occupancy (space permitting) . . . . . FREE

There are no refunds for vacating space prior to the end of the season.

5. All trailers must be clearly marked with the owner's name and unit number on the tongue of the trailer.
6. All small boats must be clearly marked with the owner's name and unit number on the bow or seat.
7. An additional slip may be rented with the approval of the Waterfront Committee, based on Slip availability. These "second slips" are subject to revocation if the slip is needed as a first slip for another resident.
8. The Board of Managers shall appoint a Waterfront Committee which will govern the docks. One or more members of the Waterfront Committee must be a current board member. Refer and check for any seasonal supplements to these Waterfront Rules.

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9. Any violation of these rules may result in forfeiture of Bay Village dock privileges.
10. The Board of Managers shall have final jurisdiction in all dock matters.
11. As space permits, the two outside slips on each dock system will be reserved as guest slips. Persons with assigned boat slips may not use the guest slips. These are to be used by guests of Bay Village residents with courtesy and consideration for other residents who may have visitors. Waterfront Committee approval is required for all stays over 24 hours at a guest dock.
12. Spring lines must be used to tie up any boat that is longer than the assigned slip.
13. All boats with motors must have liability insurance in the amount of \$100,000, minimum.
14. Sailboats halyards should be secured when the boat is docked to prevent the noise of the halyard slapping the mast.
15. All residents wishing to dock their boats in the dock area must register the boat with the Waterfront Committee and submit the appropriate application annually. Every consideration will be given for dock preferences. Sizes, mix, draft of boats may dictate some dock assignments.
16. No rights to a dock space beyond those contained in the House Rules shall be conferred. Rights to a dock space cannot be transferred by a resident to any other resident or person. A boat occupying any dock space on a regular basis must be owned by and registered to a Bay Village resident. Violation of this rule shall be grounds for revocation of rights to dock space. The Declaration and By-Laws define "irrevocably restricted common areas" and dock spaces are **NOT** included.
17. Tires and fire hose shall **NOT** be used as dock fenders.
18. There will be no swimming or water-skiing off the docks.

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19. Gear will be stowed aboard boats and not left on the docks or the ground in the dock area. Nothing will be left on the dock or hung from dock supports that would be a hazard to persons using the dock.
20. **NO ONE** (homeowners, members of their families, guests, etc.) shall board any boat not belonging to them except by invitation of the owner.
21. **Noise** – Boats whose exhaust and/or engine are above the level of noise permitted by the State of New York Navigation Law, Article 4, paragraphs 44 and 44-a, are illegal and are not allowed at Bay Village unless equipped with a special muffling device as described in paragraph 44-a of the law.

Any boater receiving two separate, written noise complaints for a single incident of excessive noise shall receive a warning letter. Receiving two separate, written noise complaints for a second incident shall result in a Board of Managers review and direction to the Waterfront Committee to revoke docking privileges for the balance of the current season, without any refund.

22. **Use of Boat Ramp** – The Bay Village boat launching ramp is for use by Bay Village residents only. Guests may occasionally use the ramp, with the Bay Village resident present at all times. Guest trailers must be clearly identified. Cars and trailers are allowed in the launch area only during launching or trailering. No cars or trailers may be parked at the launching ramps or on the gravel roads in this area. No vehicles are to be parked at the ramp or in the boat house area at any time with or without trailers and tow.
23. Any variation of the Dock Rules is at the discretion of the Bay Village Dock Master.

### **B. Tennis/Pickleball Court**

1. The tennis court is available on a first come, first served basis. A resident must be present at the court at all times during play.
2. Time Slots: 1 hour for singles play; 1 ½ hours for doubles play.



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3. Tennis shoes should be worn while playing on the court. Hard-soled shoes are not permitted.
4. Players are expected to clean up their own trash, check for personal items and lock the gate when finished.

### **C. Community Center**

1. All residents are permitted to use the Community Center. Use of appliances for personal food preparation is not allowed unless the rental fee and deposit are paid in advance. Use of the Community Center is allowed until 11:00 p.m. There is a limit of 75 people allowed in the Community Center at one time.
2. The Community Center is not to be used for profit-making functions unless the function has the approval of the Board of Managers.
3. No furniture or equipment of any kind is to be removed or borrowed from the Community Center.
4. No personal property and/or equipment of any type shall be stored in the Community Center. The Board of managers shall not be responsible for loss of, or damage to, homeowner's personal property left in the Community Center.
5. Only the party room, kitchen and lounge areas may be reserved. The sauna, showers and swimming pool may not be reserved. Reservations will be on a first-come, first-served basis. A "Community Center Reservation" form must be filled out, read in its entirety and submitted to the Property Managers.

A reservation fee and deposit (refundable if the center is spotless, including proper disposal of garbage) must accompany the reservation for before confirmation of date is provided.

6. Bay Village social groups and committees may reserve the entire building at no charge for functions open to all Bay Village residents. Bay Village community events have preference over all rental dates.

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7. All residents will use a fingerprint entry system which will open the Community Center front door. Residents using the Community Center should make themselves familiar with the operation of the fingerprint security system.
8. Family members 18 years of age or younger must be accompanied by a resident adult at all times when they are in the Community Center.
9. All guests must be accompanied by a resident at all times. Residents will be responsible for the action of their guests.
10. Each homeowner shall be responsible for any damage caused to the Community Center or its contents by the homeowner, or any of the homeowner's tenants or guests regardless if the rental fee is paid. The homeowner will pay for any damages. Dishes, bowls, silverware, cooking utensils and towels are provided and must be properly washed and put away. Dishwashers must be emptied no later than noon the next day. Missing items will result in a deduction from your deposit for their replacement cost. Stoves and ovens must be left clean. Should you have a large spill in the ovens, please use the self-cleaning feature.
11. Persons using the Community Center must conduct themselves so that their actions do not offend others or violate any of the Bay Village House Rules.
12. There is **NO SMOKING** in the Community Center.
13. The Board of Managers has the authority to remove or exclude from the Community Center any individuals whose actions are deemed not to be in the best interests of the Association.
14. Community Center facilities such as the kitchen, stove, dishwasher, refrigerator, showers and bathrooms are maintained and intended for the specific purpose of supporting community center functions and events and are not intended for the daily personal use of residents. Residents should use their individual home's facilities for daily personal living requirements.
15. **NO PETS ARE ALLOWED** in the Community Center at any time.

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## 16. Pool Table

- a. The use of the pool table is limited to residents and their guests.
- b. The pool table may not be reserved independently for private parties. It must be accompanied by a reservation for the Community Center.
- c. Residents are allowed to use the pool table at any time the Community Center is not reserved for a private function.
- d. Beverages may not be placed on the pool table. If using the pool table as a buffet, the wooden cover and waterproof tablecloth must be used. If damage occurs, the responsible resident will be charged to have the table recovered.

## 17. Exercise Room and Sauna

- a. The sauna is not available for use when the Community Center is reserved for a private function.
- b. The exercise room and sauna are restricted to residents only who are 18 years of age and older. No guests are permitted in the exercise room or sauna area without a resident present at all times.
- c. Resident's use of the exercise room and sauna is at their own risk.
- d. The number of persons in the sauna must not exceed four (4) at any time.
- e. Food or drinks (except water) are not permitted in the exercise room or sauna area.
- f. Posted instructions must be read and followed carefully in the sauna area.  
Please note: it is a dry sauna. Use of the sauna may be dangerous to persons who are not fully aware of its methods, purpose and consequences. Residents are strongly advised to familiarize themselves with the posted instructions.
- g. No street shoes are permitted. Athletic shoes should be clean and dry.

## 18. Workshop

- a. Only Bay Village residents may use the workshop.
- b. For safety reasons, the power tools in the workshop have no blades or bits with them. Any person using the power tools must provide their own proper saw blades and drill bits. Users are obligated to remove the blades and bits when finished working and take them off the premises. Blades and bits are not to be left in the workshop. Additionally, no personal tools or equipment are to be left in the workshop area and no one should leave the room while tools are still plugged in.

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- c. Safety glasses or goggles must be worn when using power equipment.
- d. No spray painting is to be done in the workshop.
- e. Users are expected to clean- up the equipment, benches and floor when finished working.
- f. The workshop door is to be kept locked at all times when not in use.

## 19. Swimming Pool

- a. The pool will be open each year from approximately Memorial Day to Labor Day.
- b. ALL RESIDENTS AND GUESTS MUST OBEY ALL POSTED POOL RULES, SIGNS and the BAY VILLAGE HOUSE RULES.
- c. No one may reserve the pool for private use.
- d. All guests must be accompanied by a resident at all times.
- e. Children under 18 years of age must always be supervised by an adult resident.
- f. The pool is limited as to space. Residents must use consideration and common sense in the utilization of pool by guests. During weekends and holidays, the maximum number of guests per home in the pool area shall be four (4).
- g. No diving, running or horseplay is permitted in the pool area.
- h. Bicycles, tricycles, or similar toys or equipment are not allowed in the pool area.
- i. **NO PETS ARE ALLOWED** in the pool area.
- j. No glass containers or bottles are permitted in the pool area. Metal and plastic containers are allowed on the patio and lawn area, but not on the pool apron.
- k. No food is allowed in the pool area. **Beverages only.**
- l. Bulky inflatable toys and rafts are not permitted in the pool. Flotation aids and small inflatable rings are permitted.
- m. All swimmers, including children, must wear appropriate bathing attire. No street clothes are permitted in the pool and no nude bathing, including infants and children is permitted.
- n. For the health and safety of all swimmers, infants and children who are not toilet trained must wear approved **waterproof swim diapers**. Children in regular diapers are not allowed in the pool.
- o. **Health and Safety:** The following regulations of the New York State Sanitary Code will be observed.
  - i. Pollution of the swimming pool is prohibited. Urinating, expectorating, or blowing the nose in the swimming pool is prohibited.

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- ii. Communicable Diseases – No persons having skin lesions, sore or inflamed eyes, mouth, nose or ear discharges, or is known to be a carrier of microorganisms of any communicable disease, shall use the swimming pool.
- iii. Persons not dressed for bathing shall not be allowed in the swimming pool or on walks immediately adjacent to the swimming pool. “Street dress” is permitted on the patio and lawn areas adjacent to the pool.

Reservation of the Community Center does not include use of the swimming pool.

# Bay Village Condominium House Rules

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**ADDENDUM TO BAY VILLAGE RULES:** At the **9/23/2013** Bay Village Board meeting the following House Rules Revisions were discussed at length and approved. The Board of Managers has approved addition of these changes to the Bay Village Condominium House Rules that were approved and circulated in August 2012. These changes have been incorporated into the House Rules document, but have been highlighted here for your review.

## **1. Noise/Dogs/Nuisance**

- p. Size will be restricted to 25 pounds. Larger dogs already living at Bay Village Condominium may stay but must be replaced (in the event of loss) by a dog of 25 pounds or less.
- q. Renters may not have dogs at all. One cat is allowed. Only indoor cats are allowed. Renters currently owning dogs may keep the dog they currently own.
- r. Barking/noise: Residents are asked to call Woodbridge if barking is an annoyance. Owners will be required to stop the barking or remove the dog from the property. (Bark collars are an option; some vets recommend them.)
- s. Visitors to Bay Village Condominium may not bring their dogs to the property.
- t. All pets at Bay Village Condominium are required to be registered with the Property Manager, Woodbridge Group.  
Please note: All “service animals” are an exception to the above, with appropriate documentation.

## **2. Rules for Balcony/Patio Decorations**

- a. Two hanging planters are allowed (total). Planters may be hung from the ceiling, from the fascia board or from the wooden balcony wall. Any damage caused to the wood or ceiling by the hanging baskets must be repaired by the person living in the unit. No plants may be hung on the Comproco (i.e. stucco) wall surfaces.
- b. Planters on the railings are allowed, but they must hang on the inside of the railing.
- c. Potted plants are allowed on the floor of the balcony (within reason).
- d. Only one object may be attached to the wall area. Placement is restricted to the wooden wall surfaces only. Any item to be hung on the wooden wall surface must be approved by the Board through the variance process. Nothing may be hung on the Comproco (i.e. stucco) wall surfaces.  
Residents are asked to send a photo and a brief description of the item to the Board Secretary via email. NOTE: No mirrors, religious symbols or political signs will be approved.