

# HIGH TIDE

## ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

### Cordillo Courts II

### Rules & Regulations

Revised October 1, 2016

Cordillo Courts II is a privately owned condominium community, and property access and use of on-site common areas and amenities (swimming pool, laundry room, parking lot) is restricted to individual residents and their accompanied guests. The owner's association has placed in effect the following rules and regulations that are meant to govern all owners, residents, guests, and visitors while on the premises. The purpose is to insure all a pleasant and peaceful environment.

It is required that the owner to provide the rules and regulations to their tenants, have them sign the document, and make it part of their lease as it will be the owner who is ultimately responsible for paying fines if rules are broken by tenants or their guests. Owners are ultimately responsible for enforcement of these rules and regulations.

1. Residential: Each villa shall be used for residential purposes only and any non- residential use of any kind cannot be carried on therein.
2. Occupancy/Leases: A maximum of four people for a two-bedroom villa, including children under the age of 12, are permitted to occupy a villa. Every owner is required to provide a current lease and a list of occupants for each villa to management.
3. Balconies: Balconies shall at all times be kept free of debris and accumulation of storage and personal property. The only items permitted on balconies are patio style furniture and a maximum of (2) bikes. A limit of 2 hanging plants and any number of floor pots is permissible. Floor pots must be placed on a platter so water does not go onto the balcony floor. At no time are plants or any other articles allowed to be displayed on railings or in walkways. No flags, satellite dishes, banners, sign, towels, rugs or other articles of any kind can be placed on balconies or railings.
4. Satellite dish/ antennae/ cable TV: Satellite dishes and cable television connections are allowed but must be approved by High Tide Associates and installed per the maintenance department guidelines. All cables must be placed inside the organized system to accommodate the demand for cable and satellite use. Illegally spliced cables for TV or satellite services will be cut and a fine will be given. All wires must follow the same path as agreed upon and implemented by management. Anyone who installs a satellite dish must have written approval from management.
5. Plumbing/electrical repairs: Anyone who accesses the building from underneath for any type of villa repair is required to get permission from management. Any unauthorized breach to the hardware cloth will result in a fine.

6. Barbecues: Barbecue grills, hibachis, fire pits or other outside cooking equipment are strictly prohibited on balconies, hallways, entrances, stairs, paved surfaces, and within 15 feet of the building.
7. Public passages: Entrances to buildings, hallways, and stairways must not be obstructed by any items.
8. Trash/garbage: Trash and garbage must be enclosed in plastic tie bags and disposed in the dumpsters in the parking areas. The dumpsters on the property are only for the use of residents. At no time shall the trash be left in the hallways, stairwells, parking area, etc. Furniture, mattresses, and appliances may not be left in or around the dumpsters at any time. These items must be taken to the public dump at your own expense. The dump is located at 26 Summit Dr, Hilton Head Island. The hours are 7:30 AM to 7 pm every day except Wednesday.
9. Windows: All windows must have white mini blinds. No colored draperies, colored blinds, window guards, storm windows or screens, signs, advertising posters, flags, fans, portable a/c units or anything else are permitted within any window or on any window frame.
10. Pets: Cats, dogs, and other animals are strictly prohibited.
11. Parking: Parking is limited to two (2) vehicles per villa and is allowed by an annual decal only. Failure to obtain and display a proper parking decal will result in the vehicle owner being warned and then the vehicle will be towed from the premises at the owner's expense. Decals may be obtained from High tide Associates located at: 55 New Orleans Road, Suite 211. Guests must obtain and display a temporary pass from High Tide Associates, 55 New Orleans Road, suite 211, Hilton Head Island.
12. Vehicles: Vehicle maintenance of any kind is strictly prohibited on the property. Automobiles or other vehicles that are inoperable and/or not currently licensed and left in a parking space will be towed at the owner's expense. Parking of boats, campers, commercial vehicles, trailers (trucks, vans, etc.) or recreational vehicles are strictly prohibited. . Commercial vehicles, boats, and trailers are not permitted on the property. Vehicles parked in fire lanes, handicap spaces (unless a valid handicap license plate or mirror hanger is displayed), and other "No Parking" zones will be warned and then towed. Unloading zones are not to be used for extended parking. Unauthorized and unregistered vehicles and vehicles that are inoperable will be towed at owner's expense.
13. Vehicle decal registration form: Vehicle registration decals are required for vehicles belonging to residents. Residents vehicle decals will be issued by High Tide Associates, 55 New Orleans Road, Suite 211, Hilton Head Island. A copy of the lease with the vehicle owner's name on it, vehicle registration in the name of the tenant on it, proof of current insurance in the name of the tenant, a valid driver's license, and a check or money order for \$25.00 made out to Cordillo Courts II is required in order to obtain a decal.. Owners may obtain an owner decal from High Tide Associates at no charge. A copy of the vehicle registration and driver's license is required. Parking and decals is limited to two (2) registered vehicles per villa. The owner's regime fee must be current in order for a decal to be given out.
14. Speed limit: Roadways have a speed limit of 10 miles per hour.
15. Tennis Courts: The tennis courts are the property of the Island Recreation Center. Reservations for playing time may be made by call (843)681-7273. Proper shoes and conduct are required.
16. Security: Security is the responsibility of each resident. Residents are urged to close and lock all doors and windows when leaving their villa or automobile. Residents are also urged to call the Sheriff Department at 911 to report any known crime on the property.
17. Keys: Two (2) working keys to each villa must be provided to High Tide Associates for emergency maintenance and pest control servicing entry. Any villas with non-working keys, additional interior/exterior locks, deadbolts, or other devices that prevent villa access will be fined \$100 on the first and each subsequent offense.
18. Pest Control: Pest control technicians treat villas monthly. We encourage all tenants/owners to report problems with bugs and pest control to management.

19. Refusal of entry: As stated in the Master Deed and By-laws for Cordillo Courts II, the management and pest control technicians must periodically enter villas for emergency maintenance and pest control services. Any tenant refusing services will be fined \$100 per event.
20. Long term tenant paperwork: Owners may rent or lease their units to others. The minimum rental period shall be 12 months. Only Cordillo Court II owners shall rent/lease their individual units. Absolutely no subleasing will be permitted. All owners renting long-term are required to provide High tide Associates with a current signed and completed copy of the lease and signed Rules and Regulations including the names of all occupants residing in the villa. All incomplete or inaccurate paperwork will result in fines. Owners are also required to provide High tide Associates with the name and contact information of the owner's rental agent/management company and the name of an alternate contact person to the owner for emergency contact. Owners are responsible for giving a copy of these rules and regulations to their tenants and to include it as a part of the lease.
21. Disturbance/noise: Residents shall exercise care to avoid noise that could disturb others, including radios, televisions, stereos, loud parties, etc. Those causing such disturbances will be fined \$100 per occurrence. Excessive noise is that which can be heard beyond the perimeter of the villa itself. The use of the common area shall be quiet and peaceful so as not to disturb others.
22. Alcohol/drugs/vandalism: Consumption or sale of drugs is prohibited anywhere on the premises. Consumption of alcoholic beverages outside the occupant's living quarters is prohibited. Vandalism and drug use or sale will be fined and prosecuted to the full extent of the law. The fine for these violations is \$100 per person per occurrence and drug and alcohol consumption. Discharge of a weapon is prohibited inside or outside of villas or anywhere on the property, and will be fined and prosecuted to the full extent of the law.
23. Posting of any notices anywhere on the property is prohibited.

**\*\*\* Any owner, tenant or guest who repeats any offense within a six month period is subject to paying double the fine for any such offense \*\*\***

### **Pool Rules and Regulations**

Please read carefully. Failure to comply with the following rules and regulations will result in fines applied to the unit owner's account and loss of pool privileges. Authorities will be contacted for trespassing.

No lifeguard is provided. Swim at your own risk. In addition to the posted rules, please observe the following:

1. Proof of Cordillo Courts residency may be required to use the pool.
2. Pool hours Daylight Hours / dawn to dusk only!
3. Guests Limit: 4 per unit.
4. Unit resident must be with guests.
5. No children under 12 years old are allowed in the pool area unless accompanied and supervised by an adult of 18 years of age or older. Supervising adult must be inside the pool fenced area.
6. Food, beverages, and any glass object are prohibited inside the pool areas – subject to \$100 fine.
7. Alcoholic beverages and drugs are prohibited inside the pool area– no warning: automatic \$100 fine.
8. Pool parties are prohibited.
9. Bathing suits will be the only authorized attire: (no cut-offs)
10. Diaper wearing infants and toddlers must wear swim diapers or protective and sealed swimsuits.
11. Diving equipment and floats are strictly prohibited.
12. Running, ball playing, and noisy or hazardous activity, loud behavior is not permitted in the pool area. Pushing, dunking, and dangerous games are not permitted.
13. No sliding down, hanging from or jumping off pool railings and ladders.

14. Snorkeling equipment, other than a mask, may not be used in the pool area

15. Only radios/CD/MP3/tape players equipped with earphones are permitted at the pool areas. No boom boxes or use of a portable radio or other electronic device using a speaker.
16. Pool furniture is not to be moved from the pool area. No standing on, jumping from or using the pool furniture in a way other than intended.
17. All persons using the pool area must cooperate in keeping the area clean by properly disposing of cigarettes, trash, etc.
18. Use of pool bathrooms – bathrooms must be kept clean and clean at all times.

**Violations of Rules of Conduct May Result in Fines Levied against the Owner Account and/or loss of pool area privileges for all residents of the unit.**

**Fine Schedule**

<u>Rule Number</u>	<u>Rule</u>	<u>1<sup>st</sup> Offense</u>	<u>2<sup>nd</sup> Offense</u>	<u>Subsequent Offense/Each Week</u>
1	Non-Residential use	\$500 + \$25/day		
2	Failure to Provide a Lease	\$100	\$500/month	
3	Balcony Debris	Warning	\$100	\$100
4	Cable TV/Satellite	\$500	\$500	\$500
5	Plumbing/Electrical Repairs – Breach of Building	\$500	\$500	\$500
6	Barbecues	Warning	\$100	\$100
7	Blocking entrance	Warning	\$100	\$100
8	Trash	Warning	\$100	\$100
9	Windows	Warning	\$100	\$100
10	Pets	Warning	\$100	\$100
11	Parking	Warning	Towing	Towing
17	Keys	\$100	\$100	\$100
19	Refusal of entry	\$100	\$100	\$100
20	Lease	\$25/day		
21	Noise	Warning	\$100	\$100
22	Alcohol/drugs/vandalism/weapon discharge	\$100	\$250	eviction
23	Posting Notices	Warning	\$100	\$100
	Pool rules	Warning	\$100	\$100

I have read the above Rules & Regulations and understand that if I am found in violation of any of these rules that I will be given the appropriate warning or fine listed above.

\_\_\_\_\_ Resident #1  
 Resident #2 \_\_\_\_\_  
 \_\_\_\_\_ Resident #3  
 Resident #4 \_\_\_\_\_  
 \_\_\_\_\_ Unit # \_\_\_\_\_ Rental Agent (if applicable)  
 Date \_\_\_\_\_