

# GRANADA HOUSE

## RULES AND REGULATIONS

*Revised 8/21/19*



# GRANADA HOUSE CONDOMINIUM

201 N. OCEAN BLVD. (A1A)

POMPANO BEACH, FLORIDA 33062

(Revised 8/21/19 per Last Amendment Dated 6/19/12)

(Revised 7/17/19 version for cover photo and minor typos)

Note that this document is a compilation of the official recorded Granada House Rules and Regulations and related Amendments, to provide a single up to date amended document. Amendment revisions are noted as R67A, being Amendment #67

## TABLE OF CONTENTS

1. PURPOSE	3
2. RESPOSIBILITY	3
3. GUESTS AND VISITORS	3
4. LEASES	4
5. INSIDE YOUR APARTMENT	5
6. OUTSIDE YOUR APARTMENT	6
7. TRASH AND GARBAGE ROOMS	7
8. LAUNDRY ROOMS	8
9. BIN STORAGE ROOMS	8
10. FIRE ESCAPE STAIRS	9
11. PETS	9
12. SOCIAL EVENTS-RECREATION ROOM	9
13. ELEVATORS	10
14. SWIMMING POOL	10
15. SHUFFLEBOARD COURT	11
16. PARKING SPACES AND DRIVEWAYS	11
17. GENERAL	12

GRANADA HOUSE ASSOCIATION, INC. REVISED  
RULES AND REGULATIONS

**1. PURPOSE:**

These rules have been adopted to ensure harmonious relationships among owners and to provide a well-managed facility with operating conditions conducive to comfort, convenience, and safety.

**2. RESPONSIBILITY:**

Each Owner, agent, or the property authorized, and approved tenant shall be responsible for the conduct of all family members and guests in accordance with these rules and regulations.

**3. GUESTS AND VISITORS:**

- a. Residents are required to notify the office of any overnight guests and their length of stay. Identification of guests' vehicles is to be listed in the office.
- b. R67A – Absentee Owner and Lessees must notify office in writing and identify relatives or friends who will be staying with them, giving their names and length of stay.
- c. Children under 16 years of age are only permitted a 30 day stay within one calendar year.
- d. No apartment unit or portion thereof may be used as an abode for paid transients or for any other purpose whatsoever except as a personal residence of the owner, his immediate family, or other approved tenant. Apartment keys will not be issued to unregistered people without the owner's written authorization.

- e. The owner is responsible for acquainting all tenants and guests of the Associations RULES AND REGULATIONS. Guests of owners may not invite other guests or visitors to use the facilities of the Granada House.
- f. R67A - Immediate family members — owner's parents, children or step-children, grandchildren or step-grandchildren, brothers, sisters, nieces, nephews and the respective spouses of the aforementioned, with owner's consent may occupy owner's apartment without owner being present, providing they are over 18 years of age if no other adult is present and have been registered by owner with the office giving their full name and age of each prior to their taking occupancy of said owner's apartment. All of said immediate family members must notify office upon their arrival.
- g. R67A - No other relatives, friends, or guests of the owner or lessee may occupy the apartment in the absence of owner or lessee.
- h. R67A - Immediate family members, other relatives, friends or guests of the owner staying longer than 30 cumulative days in any one calendar year must obtain approval of the Board of Directors.

#### **4. LEASES R68A**

- a. All leases must be approved by the Board of Directors. They shall be for a minimum of four consecutive months in any one-year period. Only one lease will be approved in any twelve-month period. All lessees must be approved by the Interview or Screening Committee and pay the usual application fee. An executed copy of all leases must be on file with the office before lessee takes possession of the leased

apartment. ALL LESSEES MUST REGISTER AT THE OFFICE UPON ARRIVAL. Leasing of an apartment shall not be permitted until after two (2) years of ownership of the apartment.

- b. Anyone found violating Rule 3.f, 3.g and 3.h and 4, by the Board of Directors, after proper notice to the alleged owner violator and hearing before said Board, may be fined up to Fifty Dollars, (\$50.00) per day for each day they are found in violation up to a maximum of \$1000.00, plus all attorney fees, costs and other expenses incurred by the Association to enforce said rules, including non-litigation and pre-litigation attorney's fees incurred in alternative dispute resolution.

## **5. INSIDE YOUR APARTMENT**

- a. The inside of your apartment is your private home in the same sense as if it were a single dwelling. You own it and are responsible for maintaining it. The only restrictions are those imposed by law, the Declaration of Condominium and By-Laws, and the House Rules and Regulations.

### **THE GRANADA HOUSE LIMITATIONS AND REGULATIONS ARE AS FOLLOWS:**

- a. No resident may make or create unreasonable noises, odors, or other annoyances which interfere with the rights, comfort, health, or convenience of the other residents.
- b. Carpeting with pad is an absolute requirement for all floors above the first floor, the only exceptions being the kitchen, foyer and bath.
- c. The maintenance and repair of all facilities, structural parts, equipment, electrical wiring and appliances within each

apartment unit including doors, wall, windows, air conditioning, heaters, drains, plumbing fixtures, valves, etc. are the personal responsibility of the owner, and shall be repaired and/or replaced at the owner's expense. This includes all storm shutters, screen doors, or similar devices placed either inside or outside the windows or doors. - R77A

- d. Residents are responsible for taking precautions to prevent water damage through open windows and doors.
- e. Notify the office when apartment is vacant for more than one day. During extended absence authorize someone to inspect apartment regularly and keep all water and sewer traps and drains filled with water to prevent sewer gas flow into apartment.
- f. Place one set of keys in the Master Key File in the office to use if an emergency arises.
- g. Secure all windows and doors when leaving apartment for more than a short period of time. Also set timer on air condition to run a short period each day or have condensate drain checked every thirty days. No flammable material may be stored in the apartment's air conditioning room.

6. **OUTSIDE YOUR APARTMENT:**

- a. No owner may change the outside appearance of the apartment either structurally or by painting. Nothing shall be placed on the wall or floors of the entrance walkway other than a suitable door mat on the floor. Floor mats shall not extend beyond the width of the apartment's entrance door and not beyond the centerline of the walkway. Floor covering at end apartments shall not extend into the area in front of the fire escape door.

- b. R78A - Installation of storm shutters must have prior approval of the board as to design and construction. They shall be the sole responsibility of the apartment owner. Leaks into other apartments through the walls due to their improper installation will be the responsibility of the apartment owner where they are installed. All shutters shall be shades of white to match the exterior of the condominium building and shall be installed by licensed and insured contractors. Apartment owners shall be responsible for repair of any damage to the common elements or the apartment which are a result of the installation or removal of the storm shutters. All storm shutters shall meet the specifications adopted by the Board of Directors, as amended from time to time. These specifications shall be available for review in the condominium office.
- c. Nothing is to be swept, poured, tossed, or shaken off the private balcony or public walkways including cigars, cigarettes or their ashes. Nothing may be placed on the floors, walls, balustrades or rails that could fall or cause injury, or that would diminish the architectural beauty or appearance of the building. Specifically, no laundry, bathing suits, towels, carpets, wearing apparel, etc. are to be hung in any way from any balcony.
- d. No cooking shall be done on any balcony. During a hurricane alert, balconies shall be cleared of all movable objects including rugs and carpets that have not been secured to the floor.

## **7. TRASH AND GARBAGE ROOMS**

Wrap or bag trash or other disposables carefully before dropping down the chute. Keep trash room clean. Keep the door closed.



Put nothing in chutes that would cause an obstruction back up, fire, explosion, unusual noises, or odor. Newspapers and magazines are to be piled on the floor next to the trash barrel. Keep lid on trash barrel. Please keep the cardboard separate. Bottles, cans, and liquid containers should be cleaned and not thrown down chute but should be placed in the trash barrel. Nothing heavy shall be placed in the chute. Keep lid on trash barrel. All carpeting, trimmings, or other similar residue from carpeting installation or other apartment repairs must be taken to the first floor but not placed in the trash room. All installers must remove such residue from the premises. Obey any other notices posted in trash rooms. Always turn light off when leaving room. Do not use trash chute before 8:00 am or after 9:00 pm.

## **8. LAUNDRY ROOMS**

- a. Laundry Rooms Hours: 7:00 AM to 9:00 PM. Always empty washer and dryer promptly. When finished, clean washer and lint traps in dryers.
- b. Use units on floors other than your own ONLY if your equipment is not in working order. Keep laundry room door closed when not in use. No clotheslines or racks are permitted. Turn lights off when room is not in use. Do not put sandy garments in washers. Rinse them thoroughly before washing.
- c. Maintain a community sense of cleanliness and good order.

## **9. BIN STORAGE ROOMS**

Absolutely no flammable material permitted in storage bins. Nothing shall be stored in area outside of bins except properly identified storm shutters.

**10. FIRE ESCAPE STAIRS**

Must be kept absolutely free of any objects other than association-installed fire extinguishing equipment. Doors on first level must remain closed and locked against outside entrance at all times. The first-floor doors shall be used only as an emergency exit and never as an entrance.

**11. PETS**

No pets are permitted on the premises at any time. Usual fish or small birds are an exception providing they do not cause a nuisance or disturb the neighbors.

**12. SOCIAL EVENTS - RECREATION ROOM**

- a. The Recreation Room is your room to enjoy. From time to time it may be reserved for special parties not open to all owners. Anyone who uses the facilities of the Recreation Room for a private affair must be responsible for cleaning up afterward. At private parties or gatherings of any kind where outsiders participate, a contribution of not less than \$25.00 will be expected to help cover the cost of electricity, wear and tear on furniture and equipment, and janitor service. All group functions must be approved by the Chairman of the Entertainment Committee. All events should be in good taste with a deadline not later than 11:00 PM, unless extended by the Chairman.
- b. All reservations for reasonable use of the Recreation Room must be approved by the Chairman of the Entertainment Committee.

### **13. ELEVATORS**

- a. No smoking permitted. Wear presentable attire. Bathers must wear robe, beach coat, or leisure shirt and footwear. Do not delay service with hold button or obstruct door closure. When moving apartment furniture or appliances, the wall padding and floor covering must be installed.
- b. All moving of apartment furnishings must be made in the freight elevator.

### **14. SWIMMING POOL**

- a. Pool hours 8:00 AM to 9:00 PM. Do not use while pool is being services or is "Pool Closed" sign is displayed. Observed all posted signs in Pool Area.
- b. Anyone using Pool does so at his/her own risk.
- c. Before entering Pool a Pool Shower is required each time. No person with infectious disease may use pool or patio area.
- d. All suntan lotion must be removed with a soap shower before entering pool.
- e. A full-length underlying towel must be used on all patio furniture.
- f. R66A - Children under 3 years of age are not permitted in the pool. All other children must be closely supervised by owners, tenants, or the parent of the children at all times.
- g. No jumping or diving in the pool is permitted.
- h. Persons coming from the beach must remove tar from feet and sand from body (using outside shower) before entering pool.

- i. R69A - Food, beverages, bottles, cans or glass articles, etc. are not to be used in the pool or patio area unless used in conjunction with an approved function EXCEPT that snacks, beverages, including alcoholic drinks, in non-breakable containers only shall be permitted between 4:00 P.M. and 7:00 P.M. in the patio area only, but never in the pool at any time.
- j. All bathers must wear acceptable bathing attire. At no time is a bather to use the lobby or elevator barefoot or in swimsuit only.
- k. No rafts, snorkels, goggles, balls, toys, etc. may be used in the pool. All furniture must be kept at least 6 feet from the pool. Umbrellas must be closed when not in use.
- l. Shower Rooms open 8.00 AM to 7:00 PM.

**15. SHUFFLEBOARD COURT**

- a. Children under 14 years of age must be accompanied by an adult. Any damage to equipment caused by misuse is the responsibility of the owner involved. All equipment must be returned to storage area. Do not walk on the Shuffleboard Court. Use adjacent alleys.

**16. PARKING SPACES AND DRIVEWAYS**

- a. Use owned space only. Do not use Guest or Granada House spaces except in an emergency. Parking spaces are intended for passenger car use only. No trucks, trailers, campers, buses, motor homes, recreation vehicles, or motorcycles may be parked on the Granada House grounds. The only exceptions will be for deliveries and service to apartment owners. If vehicle is towed away, it will be at the owner's

expense. Any exceptions must be approved by the Board of Directors.

- b. Spaces that are rented or allocated in trust must be documented in writing and on file in the office.
- c. Except in inclement weather, all deliveries and pickups shall be made at the rear entrance.
- d. Cars shall not be wet-washed in parking spaces. Cars may be sponged, waxed, or dried in parking spaces providing no liquid runs or splashes on adjoining area or parked cars.
- e. Owners shall instruct guests where to legally park.
- f. All cars shall be parked front end in.

## **17. GENERAL**

- a. There shall be no solicitations regardless of cause either direct or otherwise in any part of the Granada House or on the grounds. Sales people or agents permitted by personal appointment only.
- b. Service people or domestic help shall not loiter in the lobby. The space is barely large enough for entrance, exit, and mail service and office business. The Recreation Room is available for visiting and long conversation.
- c. Granada House application forms must be used for all potential sales or rentals or apartments.
- d. No moving of apartment furniture in or out on Saturdays, Sundays, or Holidays. Moving must be done weekdays between 9:00 A.M. and 5:00 p.m. Advance notice must be registered with office.
- e. All plumbers, electricians and storm shutter installers must complete service form before performing work.

- f. The front driveway entrance shall be used only for the loading and unloading of passengers. Unattended parking positively not allowed.
- g. Hose at wash rack shall be coiled on the hose rack and valve properly closed when finished using washing area.
- h. All public doors shall be closed at all times.
- i. Violation of any of these rules and regulations should be reported to Management.