



Bay Colony

CONDOMINIUM ASSOCIATION INC.

9 SOUTH WALWORTH AVENUE
WILLIAMS BAY, WI 53191

RULES WE LIVE BY

August 2015

Emergency Numbers on Back Cover

**BAY COLONY
CONDOMINIUM ASSOCIATION, INC.
THE RULES WE LIVE BY**

SMOKING

There shall be **NO SMOKING** in the common areas of the Bay Colony building.

QUIET HOURS

No owner shall make or permit any disturbing noise in the building by himself, his family, guests, employees or pets, nor permit anything to be done by such persons which will interfere with the rights, comfort or convenience of other owners. 10:00 PM to 8:00 AM shall be quiet hours.

PARKING

The circular drive under the canopy shall be used for loading and unloading only! Except for such purposes, no parking shall be permitted in this area. Vehicles shall be parked under carport so as not to block center walkway. Owners are requested to park their own cars under the carport so that there is more guest parking available. Each owner is responsible to see that his guests park in the visitor area. There shall be no parking of any boats, trailers, campers, motor homes or trucks 1 ton capacity or larger on the Bay Colony property without permission of the Board of Directors or Building Manager. There shall be no overnight lodging in any vehicle parked on Bay Colony property.

CAR WASHING

Washing of cars shall not be permitted from Friday noon through Sunday at the entry area to the building during the period of May 15th through October 1st.

LAUNDRY ROOM

Laundry Rooms shall be kept in an orderly condition. Washers and dryers shall not be used between the hours of 10:00 PM and 8:00AM.

PIER

The pier shall be kept clear of all obstacles to minimize accidents. Fishermen should clean up when finished. Guests coming by boat should be instructed to dock at the end of the main pier, not in slips. There shall be no overnight parking of any boats at the pier other than in the slips. There shall be no sub-leasing of any boat slips to anyone other than an owner of Bay Colony. No alteration, addition or lift of any kind will be allowed on the pier or in slips without PRIOR WRITTEN permission by the Board of Directors. As of September 7, 2012 all boats must fit within the slips and cannot exceed the inside boundaries of the slip. Boats before the date of September 7, 2012 are grandfathered in.

SHUFFLE BOARD COURTS

Shuffle Board equipment shall be returned to racks after using. Playing shall not be permitted during "Quiet Hours".

PETS

Pets **MUST BE ON A LEASH** at all times while in the lobby, hallways and common areas. When walking dogs, use **ONLY** the area to the south of the carport but not on the neighbors' property. Owners shall be responsible to see that pets do not defecate on other areas of the Bay Colony

property or on the neighbors' property. No pets are permitted in Captain's Lounge, swimming pool, Health Club or Commodore's Lounge. Owners shall do everything possible to see that pets do not annoy other owners. No pets are allowed on the pier except when on a leash and under the close control of the owner. Dogs are not allowed to swim off of the pier or off of boats docked at the pier. Not more than 2 pets may be kept by any unit owner. If any pet should be constituted a nuisance in opinion of the Board, the owner will be required to remove this pet.

SWIMMING POOL

No one shall enter pool area while wearing street shoes. A soap shower is required before entering pool. Running on pool decks as well as pushing or unnecessary rough play is strictly prohibited. Buoy rings are not to be removed from walls except in case of emergency. No pets are allowed in the pool area. Glass is not permitted in the pool area. No food or beverages are allowed in pool area. Pool may be used 24 hours a day but please control noise level during “Quiet Hours” out of respect for neighbors. Dry off completely before leaving pool room. No bathers in Captain’s Lounge. There shall be NO DIVING in the pool. The pool will be closed Nov. 1st—May 1st. Pool hours are from 9AM to 10PM. Children age 12 and under must be accompanied by a responsible party 16 years of age or older.

EXERCISE EQUIPMENT

Children must be accompanied by adults when using exercise equipment. Do not over exert yourself. Care should be used when getting on or off any of the equipment.

9 SOUTH LOUNGE

Pool table may be used 24 hours a day, but please control noise during “Quiet Hours”. Take special care of felt on top of table. Anyone damaging the felt top shall bear the replacement or repair charges. Do not lean cue sticks against walls. Turn off lights and lock door when you are finished playing pool. This lounge is open 24 hours a day, however “Quiet Hours” must be observed. No wet bathing suits will be allowed in lounge. Permission must be obtained from building management for private use of the Lounge. Kitchen facilities shall be in a neat and clean order after use.

ELEVATOR

The elevator is for the convenience and accommodation of the owners and their guests. It is not to be used as a plaything by children. When moving furniture in and out of the condo, do so only Monday through Thursday. When moving furniture, notify the building manager so that protective pads may be installed.

BALCONIES

No rugs or tablecloths shall be shaken or beaten from the balconies nor shall any dust, rubbish or litter be swept from any balcony. The throwing of any object including cigarettes from balcony is strictly prohibited. No object is to be attached or fastened to the exterior of the building or the railing except American flags in flag standards.

GARBAGE—RUBBISH— LITTER

We have a trash chute, not an incinerator. All rubbish and litter shall be wrapped in **HEAVY DUTY SECURED PLASTIC BAGS** and deposited in garbage chutes provided for this purpose. Boxes too large for the chute should be placed in the trash room for pick-up by the maintenance people.

COMMON AREAS

Public areas, including hallways, sidewalks and stairways shall not be obstructed or used for any purpose other than ingress and egress to or from condo's. **NO** personal item storage is permitted except in units or unit owner storage areas.

SIGNS

No signs are permitted for rummage sales, garage sales, Real Estate Sales, etc.

LATE CHARGES

A late charge of \$25.00 will be added to any quarterly maintenance statement which is not paid by the fifteenth day of the first month of the quarter. An additional \$25.00 late fee will be made for each additional month the bill remains unpaid.

RULES AND REGULATIONS PERTAINING TO THE LEASING OF UNITS

Upon entering into a lease agreement, the owner shall notify the board of Directors in writing of the name of the tenant and the term of the lease. A copy of the lease will be kept on file with the Association for the duration of the lease.

Occupancy by tenants shall be limited to two (2) people per bedroom. This regulation shall also apply to overnight guests of the tenant.

It shall be the responsibility of the owner to furnish the tenants a copy of the "Rules We Live By." Unit owners are responsible for the actions of their tenants. In the event a tenant violates any of these provisions, the association board reserves the right to exercise all remedies afforded to the association by the Act, the Declarations, the By-Laws or these rules.

No lease shall be approved for a period of less than four months not including the months of June, July or August. Leases including June, July or August shall be for a minimum of twelve months.

WATER SHUT OFF AND HEAT REGULATIONS

Residents are required to shut off the water supply to their individual unit when they are gone for more than 48 hours. It is recommended to open the cabinet doors below the kitchen and bathroom sinks to prevent freezing of pipes. It is also required for unit owners to 'release the pressure' of water pipes by opening faucets once the unit water supply is off. If failure to comply with this Regulation resulting in failure occurs you will be held responsible for the total costs associated.

Between October 1 and April 30th, it is mandatory that all residents must have their heat 'ON' and set no lower than '55' degrees Fahrenheit.

CONSTRUCTION

EFFECTIVE July 11th, 2015

Any Unit Owner interested performing construction in their unit must follow the guidelines as set in the Declaration By-Laws and in these Rules & Regulations.

For purposes of this Rule, construction does not include repairs or improvements to existing finished walls, approved deck coating, plumbing repairs, electric repairs, cable repairs or installation, water heater replacement, replacement of HVAC, appliance repair or replacement, floors, ceilings which not affecting or part of the Limited and Common Elements property.

For the purposes of this Rule, construction includes:

- Changes to heating and air conditioning systems.
- New Cabinetry
- Changes to plumbing systems (moving or relocating plumbing lines or fixtures.)
- Changes of Electrical Systems
- Installation or changes to a fireplace
- Demolition and/or construction of interior walls
- Any project potentially affecting the structural integrity of the building
- Changes to life safety systems, utilities, etc.
- Changes to exhaust systems.
- Changes which impact on or changes to or affecting Limited and Common Elements including doors, windows, subfloors, common walls, roof, decks, plumbing, electric and cable.

Construction proposed by Unit Owners to be done within any

Unit must be submitted to the Board for review and approval no less than thirty (30) days in advance of the start of work. Such approval shall not be unreasonably withheld. Work will not be permitted to start, and will be stopped by the Association, if the following documents are not submitted to the Management Agent for review and approved in writing by the board prior to start of work:

Plans or written work description in sufficient detail to clearly indicate the extent of construction. The Board may require plans that are prepared by an architect/engineer that is licensed in the State of Wisconsin.

A list of General Contractor and all Subcontractors with contact names, addresses and normal, emergency and pager or cellular phone numbers.

Standard form of Evidence of Insurance of the General Contractor and all Subcontractors listing the Unit Owners, the Association, It's Board of Directors, the Management Agent and their respective Officers, Directors, Employees and Agents as additionally named insured. AT a minimum, liability coverage must be in the industry standard amount of One Million Dollars (\$1,000,000.00) plus adequate workmen's compensation insurance.

A Letter of Guarantee (see attached, noted as Addendum A) to the Association by the Unit Owners assuming responsibility for repair, including cleaning of any damage incurred to Common and/or Limited Common Element Property.

The Board may require any Unit Owner or Resident who performs construction in a Unit without prior Board permission to remove the addition, alteration or improvement and restore the Unit to its original condition at the Unit Owners expense. If the Unit Owner or Resident fails to do so, the Board may cause such work to be "undone" and charge the Unit Owners for it. With proper notice and a violation hearing, the Board may also assess daily fines against the Unit

Owners until the violation has been corrected. Attorneys' fees incurred by the Association will also be charged. Keep in mind also if construction is completed without the proper "permits" from the Village, you unit might not get approval when you sell your unit as the Dept. of Building Construction-Fontana will not approve the condo for occupancy.

All construction work must comply with all applicable building, health and safety codes. The Association's or Management Agent approval of any construction plans or actual work does not mean the work complies with applicable codes. Management Agent and the Associations consulting architect or engineer, if any, retains the right to inspect all construction or renovation work throughout its process and after work is finished for compliance purposes.

Construction is permitted between the hours of 8:00 a.m. and 5:00 p.m. on weekdays. Work will also be allowed on Saturdays from October 1st through May 15th between the hours of 10:00 a.m. and 4:00 p.m. Otherwise, no work is to be done on weekends and/or holidays. There is no major construction/remodeling allowed between May 15th and October 15th with the exception of a major re-model due to catastrophic damage as agreed by management. Any garbage "dumpsters" that are needed during construction will need to send your request to the Property Manager for Board Approval. Their maybe restrictions on the length of time and specific location of the Dumpster.

Unit owners are responsible for providing a spare set of keys to their workers and are solely responsible for the workers actions while on the Property. The Association is not responsible for monitoring the Unit Owner's worker(s) on site, unless the Association has entered into a contract with the Unit Owner.

Removal of construction debris, old appliances, old cabinets,

discarded carpeting or flooring from their unit is the responsibility of the Unit Owners and Residents. Unit Owners will be charged for any extra cleaning of the common areas and for any additional scavenger expenses necessitated by such construction.

Any damage to the Association's common or limited common elements or to other Units in the building caused by any construction or renovation work being done shall be repaired at the expense of the Unit Owner causing the damage.

PROCEDURE FOR ENFORCEMENT OF RULES

Objectionable behavior is not acceptable even if it is not specifically covered in the rules. Violations by owners, employees, guests, children or pets of owners are responsibility of the owners.

THE RULES WILL BE ENFORCED AS FOLLOWS:

Violations will be called to the attention of the violating owner by the manager of the building and he will also notify the Board of Directors.

Disagreements concerning violations will be presented to, and judged by, the Board of Directors to take action.

The Association acknowledges that those violations of the rules and regulations have an impact on the Association owners and guests for which damage may be difficult to quantify. Unit owners shall receive proper notice and a violation hearing if they request one.

The Association, therefore, has determined and agrees that fair compensation for a violation of the rules and regulations is a liquidated damage of \$100.00 per violation, plus the cost of any repairs needed.

For violations of Association rules or regulations concerning construction and occupancy of their unit, the board may assess

a fine of \$250.00 per violation and \$250.00 per day until the unit owner is no longer in violation.

Complaints of violations should be directed to the manager of the building, not the Board of Directors or the officers of the Association.

GENERAL LIABILITY

The Association and managing agent shall not be held liable for personal injuries caused by the negligence of the owner or leasee on common areaproperty. Common areas include but are not limited to the pool, exercise room, lounge, pier, lawns, sidewalks, parking area etc.



910 S. Wells Street Lake Geneva, WI 53147

Open 8 AM to 5 PM Monday—Friday

P.262-249-1922

E. HOAinfo@lakespropertymgmt.com

**For Building or Maintenance Emergencies
after normal business hours please call the
Lakes Property Emergency Line: 1-800-619-8608**

**If you have a Life Threatening or Medical Emergency
please call the numbers below.**

Police Dept. 911

Police Dept. non-emergency 245-2710

Fire Dept 911

Water Safety Patrol 248-4436

Walworth Co. Sheriff 723-4011

Elevator Service 708-249-4433