

Jansel Court Condominium

RULES AND REGULATIONS

I. Contact

Telephone: (242) 352-6344 email: info@janselcourt.net

II. Introduction

Jansel Court Condominium Association (JCCA) is providing this document to the residents of Jansel Court Condominiums as an introduction and quick reference to the Architectural Standards, Renovations, Parking Policy, Collection Policy, Rules and Regulations, and By-laws of our community.

The Following Rules and Regulations, and Architectural / Construction / Renovation Control Standards have been adopted by the Board of Directors of the Jansel Court Condominiums in accordance with the Covenants and By-laws to not only protect the architectural integrity and harmony of the community, but also to promote the safety and welfare of residents and to maintain an acceptable quality of life.

It should be remembered that the Rules and Regulations do not replace the By-laws, which the Board of Directors uses as its primary governing document. Both documents are in force. In case of conflict between the wordings of these documents, the By-laws will prevail.

The Rules and Regulations shall apply to all property owners, their residents, family members, tenants, occupants, agents, visitors, employees and guests; and shall be enforced by the Board of Directors in accordance with applicable Covenants and By-laws.

In establishing and maintaining the Rules and Regulations, or Standards, the Board shall make every effort to ensure that they do not affect unit owners' right to the enjoyment of reasonable and unrestricted use of their property or privileges of ownership.

The Rules and Regulations and Standards may be modified, repealed or amended at any time by a resolution of the Board of Directors when deemed necessary in the best interest of unit owners/residents and the community.

III. General Information

The pool and patio areas are the OPEN SPACE AREAS. Use of these areas is shared by all residents of the community and is restricted to the use of residents ONLY.

The lawn, trees and shrubs, fences, elevators, walkways, stairways and lobbies, exterior lighting and parking areas comprise the GENERAL COMMON ELEMENTS. Your Association (JCCA) is responsible for the operational management and oversight of maintenance and improvement of these areas, which are for the EXCLUSIVE use of the individual residents/unit owners and/or their guests.

The LIMITED ELEMENTS include balconies. YOU AS A UNIT OWNER OR YOUR TENANTS HAVE THE RESPONSIBILITY FOR THE UPKEEP OF THESE AREAS.

IV. General Rules and Regulations

These are the general rules and regulations of the Association. Exceptions to these rules may be granted only by a written notice from the Board.

Any damage to buildings, grounds, or other common areas or to equipment by any owner, tenant guest or family member shall be repaired at the expense of the unit owner. This charge may be assessed in addition to a fine. Unit owners are fully responsible for the actions of their tenants, family members and guests and shall be held accountable for any damage done to the property.

1. Common areas: The walkways, stairways and lobbies shall not be used for storage or be obstructed in any way. No bicycles, toys or flower pots shall be left on walkways, stairways, lobbies, parking or other common areas. No clothing, sheets towels, laundry or other such items shall be hung from walkways and balconies railing or placed on shrubbery.
2. Unlawful and Disturbing Noises/Practices: No unit owner shall make or permit any unreasonable noise that will disturb or annoy other residents, or permit anything to be done which will interfere with the rights, comfort and convenience of other residents.
 - a. Running, jogging and fast walking is not permitted on the walkways at any time. Normal walking exercise is allowed between 8:00 a.m. and 10:00 p.m.
 - b. Trash and garbage shall be placed in sealed plastic bags before depositing in the chutes. Arrangements for the removal of large objects that don't fit in the garbage chute or bulky items such as mattresses, furniture, appliances, construction materials, etc..., must be made by owner or tenant with a local service provider when available or with Jansel Court office. Items to be disposed off shall not be placed outside earlier than the day before the scheduled pick-up day. Jansel Court will issue an invoice comprising a handling charge based on employee's time and a disposal charge based on the volume of the material removed. While the invoice will be charged to the account of owners whose account is current, owners whose account is not current, and tenants will have to pay cash before placing the items outside the apartment.
3. Play areas: No playing (including ball playing) shall be permitted in the pool and patio areas, common areas and the parking area. Violators may be subject to a fine
4. Barbecuing: While barbecuing is allowed, it should not cause a nuisance to other residents. Only propane and electrical BBQ equipment is accepted, charcoal equipment is strictly forbidden. Barbecuing equipment must not obstruct walkways and must be stored immediately after usage. Barbecuing can only take place on the walkways with the back of the BBQ against the railing. Barbecuing should not take place inside the apartment or on the balcony.
5. Defacing of property: Signs, notices, advertisements, or any alteration of exterior surfaces shall not be placed, inscribed, or exposed on any window, door, or other exterior part of unit,

or on the common areas. Specifically excluded from this regulation are seasonal decorations.

6. Occupancy: The Number of persons permitted to occupy an apartment is restricted to the following:
 - Two bedroom apartment – Four persons;
 - One bedroom apartment – Two persons;
 - Efficiency – Two persons.
7. Change of Ownership: All unit owners who wish to sell their apartment shall, together with the purchaser, complete the “Purchase Application Form” and submit it to the approbation of the Board of Directors. The Board of Directors reserves the right to reject any proposed purchaser for cause.
8. A) Rental Property Long Term: All unit owners who wish to rent to a tenant for a period exceeding (6) months shall, together with the prospective tenant, complete the “Rental Application Form” and submit it to the approbation of the Board of Directors. The Board of Directors reserves the right to reject any proposed tenant for cause. The Board of Directors reserved the right to evict any tenant for cause or for breach of any of the Rules and Regulations set forth herein. The unit owner is responsible at all times for the enforcement of the established guidelines.

B) Rental Property Short Term: All unit owners who wish to rent their unit for a period not exceeding(6) months shall: (1) inform the office of the name of the occupant who will be responsible for the apartment, (2) inform the office of the date of arrival and date of departure of the occupant, (3) remit a copy of Jansel Court Rules and Regulations to the occupant, (4) instruct the occupant to present him/herself to the office upon arrival and to sign the guest book.
9. Vandalism: Unit owners and their families, tenants, and guests shall not deface, remove, or destroy, or permit the defacing, removing or destruction of any element of the common areas.
10. Maintenance key: All owners shall supply Jansel Court Office with an entry key to their unit as it may be necessary for Jansel Court Management or maintenance employee(s) under the direction of Management to enter their apartment in their absence for Pest Control Spraying or emergency inspection such as leaking water. If the entry key is not available, the Office Administrator and/or the Maintenance Manager have the authority to request the service of a locksmith to gain access to said apartment at the expenses of the owner.
11. Storm Protection: Grand Bahama is exposed to Tropical Storms and Hurricanes and you are encouraged to install storm shutters for your own protection and that of your property. Only accordion, roll down and panel shutters are accepted. Any other type of barricade such as but not limited to boards, plywood or sheet metal attached to the building structure, are strictly prohibited. Tapes on windows must be removed as soon as risk is gone, and windows must be cleaned of any marks and glue residue.

V. Conduct

Residential Use: All condominium units shall be used exclusively for residential purposes. No noxious or offensive trade or activity shall be carried on within any condominium unit, nor shall anything be done therein or thereon which may be or become an annoyance to the neighborhood or other owners.

It is all owners' responsibility to maintain dignity, respect for others and property, and general civility. To that end, owners must keep their windows clean, replace broken glass, replace damaged screens and repaint rusted doors and bars in windows.

VI. Insurance

Nothing shall be done or maintained in any condominium unit or on any Common Elements, which will increase the rate of insurance on any condominium unit or on the Common Elements, or result in the cancellation thereof, without prior written approval of the Board of Directors. Nothing shall be done or maintained in any condominium unit, locker or on the Common Elements, which is in violation of any law or could create a fire hazard

VII. Animals and Pets

The maintenance, keeping, boarding and/or raising of animals, livestock or poultry of any kind, regardless of number, shall be and is hereby prohibited within any condominium unit or Common Elements.

VIII. Pool Rules

- a. The Jansel Court garden, swimming pool and patio areas are for the pleasure of all residents. **Admire the garden but please, don't pick the flowers.** Sun bathing and playing in the garden is not permitted.
- b. The swimming pool shall be used by **RESIDENTS ONLY** between the hours of 9:00 a.m. to 10:00 p.m. Children under 16 years of age must be accompanied by an adult.
- c. All persons using the swimming pool **must wear proper swimming attire, i.e.** bathing trunks (male) and swimsuits (female). **CUT OFF PANTS, TEE SHIRTS OR STREET CLOTHES ARE NOT ALLOWED.**
- d. No ball playing, biking, rollerblading or scooter is permitted in the pool and patio areas.
- e. If wearing hair beads and or hair pins, a person must wear a swimming cap.
- f. To avoid accidents and to prevent objectionable noises, users of the pool and the patio areas shall not participate in games involving running or shouting. Playing of radios, ball playing, jumping and loud talking or screaming are not permitted in the pool area and throughout the complex.
- g. It is required that all bathers use the pool area shower before entering the pool.
- h. Glasses, bottles and other breakable objects are not permitted in the pool and patio areas.
- i. Cigarette boxes, thin cans, paper and other litter in the pool and patio areas must be discarded in the trash cans located each side of the pool.
- j. All persons using the pool do it at their own risk. **NO LIFE GUARD ON DUTY.**

IX. Motor Vehicle Operation

Except as herein provided, no derelict vehicle, no crashed or non-functioning vehicle, no vehicle on which current registration plates are not displayed, no trailer, truck, bus or boat may be kept on any Common Elements.

1. Car repairs: No repair or extraordinary maintenance of automobiles or other vehicles may be undertaken on any of the Common Elements. Minor vehicle repair work shall be permitted in emergency cases only, provided that the area is cleaned after repairs have been completed.
2. Car washing: Cars can only be washed in the two designated areas located at each of the two gates on the east side of the building.
3. Parking policy: Unit owners, upon acquiring their unit and tenants upon moving into a unit, should register their vehicle and request parking stickers. Cars parked in the no parking or restricted parking zones will be towed away at the owner's expense.

X. Covered Parking and Lockers

Covered parking and lockers are exclusively available to owners occupying their apartment or their tenants only if the owner's account is current. Non-resident owners are not allowed to park their vehicle on Jansel Court property. Parking and locker fees are billed annually in March of each year and payment is due before the end of the month. Owners and tenants for whom maintenance accounts become overdue may lose their parking and locker privilege.

XI. Architectural / Construction / Renovation Control

Before commencing or conducting any work, (construction, renovation, addition or removal) and / or architectural alteration (including but not limited to doors, windows, shutters, AC units, antennas and satellite equipment), an owner must consult and fill out the "Renovation Guidelines and Application Form" and obtain the written approval from the Board of Directors. All plumbing and/or electrical work inside a unit must be performed by a certified professional in good standing with the Port Authority. Construction and/or renovation can only be done between 8:00 a.m. and 5.00 p.m. on week days and from 9:00 a.m. to 4:00 p.m. on Saturdays. No work is allowed on Sundays and Public Holidays.

Policy

1. It should be noted that approval of any work does not preclude subsequent adoption of more restrictive or more liberal standards where deemed necessary to maintain or improve overall architectural standards and harmony. No amendment shall affect any work project approved prior to adoption of such amendment.
2. Any work which was completed prior to the issuance of these regulations which would normally require Board approval prior to initiation shall not be construed as setting a precedent, and will require Board approval before any major repairs, changes, and/or additions are made to said project or modification.
3. Any work or other act in violation of these standards is subject to a citation by the Board and may require corrective action to bring the violation into immediate or future compliance with these standards.

XII. Enforcement/Penalties

A system of penalties has been established to ensure compliance with the Rules and Regulations of the Association. The Board believes that the enforcement procedure will result in greater community awareness of reasonable conduct that all unit owners have the right to expect from each other. If the violator is not a unit owner, the owner will be provided with copies

of all correspondence pertaining to the violation and any ensuing penalties and hearings. The unit owner is ultimately responsible for all fines and the removal of all violations.

Fines may be imposed for violation of any of the above rules, according to the following schedule:

1st violation, after written warning	- \$ 50.00 + VAT
Repeated violation	- \$ 100.00 + VAT

**Above amounts are subject to change*

The Board of Directors may not impose any fine or infringe upon any rights of a unit owner for violations of the Rules and Regulations until the following procedures have been complied with.

1. If a violation of the Rules and Regulations is alleged in a written complaint to the Board, the Board will notify the alleged violator in writing to cease and desist from the violation. This notification will include: (a) the nature of the alleged violation; (b) the action required to remove the violation, and (c) notification of a grace period of ten (10) days, within which the violation may be removed without penalty. Should the violation continue beyond the grace period, a fine will be imposed.
2. The violator may request a hearing within ten (10) days after imposition of the fine. The request must be made in writing and be addressed to the Board of Directors. The hearing shall be held in executive session (that is, a closed session) of the Board, and will afford the violator a reasonable opportunity to be heard. The violator may present his/her case to the Board, and the Board will decide, based on the available information regarding the alleged violation, whether or not any fines and/or penalties should be lifted.
3. If a violation is repeated within twelve (12) months of the first notice, a fine will be imposed without a grace period.
4. The decision of the Board in such matter can be appealed to the Courts of the Commonwealth of the Bahamas.
5. If any unit owner fails to comply with the Rules and Regulations or Bye-laws, or with any decision rendered under the Rules and Regulations and Bye-laws, the unit owner may be sued for damages or injunctive relief, or both, by the Board.

A fine will be applied to the unit owner regardless of whether the offender is the unit owner, a tenant, a guest or a household member. The payment of a fine does not relieve the offender of the obligation of correcting the violation. If the Association incurs expenses to correct the violation, this expense will be applied to the unit owner. If the bill is not paid by the unit owner, a higher fine may be imposed.

If this fine remains unpaid, a lien may be placed against the unit in question. This means that the unit cannot be sold unless the fine and all associated expenses in filing the lien are paid, and the lien has been removed. In addition, the Board of Directors may foreclose on a lien if it is deemed necessary. Other penalties for not paying the aforementioned fines and expenses may also be considered including, but not limited to, the following:

- A. Suing the unit owner for damages.
- B. Imposing criminal penalties through the proper authorities (violations of the Laws of The Bahamas).

XIII. Suggestions and Complaints

Suggestions and / or complaints should be addressed in writing to: The Board of Directors
Jansel Court Condominium association P.O. Box F- 42611 Freeport
Grand Bahama, The Bahamas or via email: info@janselcourt.net

The Board of Directors of Jansel Court has adopted the above Rules and Regulations on December 8, 2016 in accordance with the provisions of the Declaration of Jansel; Court Condominium Association and its By-laws dated October 1st, 1974 and the Bahamas Law of Property and Conveyancing (Condominium) Act. 1965. These Rules and Regulations replace and supersede all previously published Rules and Regulations.

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