



Hidden Banyan Condominium Association, Inc.

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## RULES AND REGULATIONS

### SECURITY & SAFETY RULES FOR HIDDEN BANYAN:

- Front and Back Doors are to be kept CLOSED AND LOCKED at all times.
- The board/management must be notified of guests using your unit in your absence.
- Rental of your unit requires PRIOR Board Approval.
- Gates at the pool must be LOCKED after entering or leaving the area.
- No fireworks anywhere on the property at any time.
- Outdoor cooking is not permitted on the balconies or walkways.
- If your unit is unoccupied for more than a week, remove all plants and other items from your balcony and bring them inside for storage. Heavy winds make these a safety issue.
- Atrium walkways are to be kept clear of all personal items (welcome mats are permitted).
- Children may not play in the Atrium or on Walkways.

### Parking:

- Parking of any vehicle must be in marked spaces only. Each unit has two assigned parking spaces and there are two marked guest parking spaces. Parking in a space other than your assigned parking space must be approved by the assignee of space and a written record of permission must be submitted to the board via the management company for filing.
- No commercial trucks, trailers, recreational vehicles or boats are permitted in the parking lot overnight without prior written approval from the board.
- Parking under the portico is **permitted only for loading and unloading - 30 minute time limit.**

### Trash and Recycling

- All garbage must be bagged and tied before disposing of in dumpster.
- Residents must comply with recycling procedures for paper, glass, plastic and aluminum cans. Recycling bins are located next to dumpster.
- Plastic bags do NOT go in the Recycling bins – only paper, glass, hard plastic and aluminum cans (loose – not bagged!) Please dispose of plastic bags in the trash dumpster. Boxes are to be flattened before placing in bin.

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## Storage and exterior use

- Personal property must be stored in your unit or in the storage locker assigned. No personal property is to be stored in common areas without written permission from the Condo Board.
- Bathing suits, towels or laundry are not permitted on balcony railings or walkways.
- There are NO exterior changes permitted to individual units.
- Prior to repairs or improvements to units, owners must obtain a copy of insurance and license information from any contractors they use and Hidden Banyan must be named as an additional insured. These must be submitted to the Property Manager.
- Structural changes inside units require prior board approval. Please attached Architectural change request form.

## Using the Outdoor Grill:

- This is a **GAS Grill, DO NOT USE CHARCOAL.**
- Be considerate of other users: Clean the grill grates, drip pan and utensils after use. Replace cover once the unit has cooled.
- If the propane canister runs out of gas, please notify the management company (HRT) either by email or phone. They will have our maintenance person refill the empty canister.

## Using the Elevator:

Doors should never be propped open (Propping doors open damages the mechanism and causes unnecessary and expensive repairs.

If you (or your contractor) are moving something and need to leave the elevator door open for loading/unloading, please contact the management company, to get the special key for this purpose.

## Pets:

- Pets must be carried or kept on a leash when in any common area of property.
- Owners must **immediately clean up** after pets.
- Pets are not permitted in the atrium.
- Stray and feral animals are not considered pets, therefore it is NOT ALLOWED to put out food for or hand-feed such animals.

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## Other rules and etiquettes:

**COMPLAINTS:** Must be put in writing and submitted to the Property Manager. Forms are available. Only owners can bring issues to the board through the management company, Tenants are to notify the owner of problems. Do not bring issues or orders directly to Diana, our maintenance person, or to an individual board member.

**Noise:** Loud noise that disturbs others is not permitted before 8:00 a.m. or after 8:00 p.m. on weekdays, and not before 9:00 a.m. or after 10:00 p.m. on weekends. Construction noise should be limited to the hours of 8:00 a.m. to 6:00 p.m. on weekdays and 9:00 a.m. to 6:00 p.m. on weekends.

Please return shopping and/or luggage cart to storage area immediately after using.

**Moving Notice** must be given to the Board via the Property Manager 24 hours in advance of a move in or out.

**No personal landscaping** (Ground floor units) **allowed** without prior board approval. Please request Architectural change request form.

**Access to the roof for Contractors and AC-Servicing:** Please contact the Property Manager for key access. The roof is locked to prevent damage. A copy of the contractor's insurance and license information must be obtained from the contractor.

## How to contact Property Management.:

Residential Management Concepts, Inc.

Manager: Tammie Robinson

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