

CYPRESS CHASE NORTH CONDOMINIUM ASSOCIATION NO. 3, INC.
3141-3161 N.W.47th Terrace, Lauderdale Lakes, FL 33319
cypresschasenorth3@gmail.com
cypresschasenorth3.com

Rules and Regulations

Welcome!

According to Florida state law, the association is empowered to create Rules and Regulations for our condominium. Why? To create an orderly and secure community, where residents enjoy the benefits of property ownership and condominium living.

We remain conscious of both our rights and responsibilities. So we abide by these rules to create a pleasant and safe community.

Unit owners are individually responsible for ensuring that *everyone* observes these directives. They apply to all: owners, residents, occupants, tenants, family members, guests, and helpers and contractors.

In 1992, the community approved an amendment to assess fines against unit owners for violations by guests.

As owners, it's our responsibility to observe these Rules and Regulations and all governing condominium documents, including the Association's Declarations and By-Laws.

Contact Information

Board members and floor assignments

Charmanie Brooks, President (3 rd floor)	754-214-3729
Sheldon Holder, Secretary (1 st floor)	954-448-8300
Michael Young, Treasurer (2 nd floor)	954-270-0117
Richard Young, Director (4 th floor)	754-214-2162
Robert Curran, Director	954-937-9147

Helpful numbers

POA office phone	954-484-8719
POA fax	954-484-8722
Security Gate/Rover	954-739-5954
FPL	954-797-5000
ATT	888-757-6500
Comcast	954-COMCAST (226-2278)

Rules and Regulations

Maintenance Payments and Escrow

Juda Eskew & Associates (JEA) provides accounting services for our condominium. The firm collects monthly maintenance and escrow. They maintain the association's financial records and provide a paperless online system for maintenance payments.

Juda Eskew & Associates, Accountants (JEA)

8211 West Broward BLVD, STE #PH1 – Fifth Floor

Plantation, FL 33324

Tel 954-577-9700 (office), 800-688-0771 (office), 954-475-1897 (fax)

Customer service portal: <https://homeownercpa.solutions/>

Before purchasing at Cypress Chase North #3, you're required to make an escrow deposit of six months' maintenance. Please deliver to the JEA Office. Cashier's check or money order only, payable to "CCN3." Attention: Tekeima Joy. Once the CCN3 Board receives this escrow, we will set a date for your interview.

JEA will mail a coupon book for your maintenance payments.

Juda Eskew & Associates maintains a customer service portal for owners at Cypress Chase North #3:

<https://homeownercpa.solutions>

At the portal you can access your ledger to:

- view your account
- make and track payments
- request documents (for example, estoppels, questionnaires, records for refinancing)
- monitor late fees

Rules and Regulations

Document Book

The seller must turn over the document book of bylaws and rules and regulations to the buyer. If the book is not available, the office can provide a copy for \$50.00. Each owners is required to have a copy of the document book and to retain updates and amendments.

Key For Emergency Access

Each owner must give a key to the association. This CCN3 Board will secure this key in our office. The board will only use this key in an emergency (for example, fire or flood due to plumbing failure). Please note: directors will not open your door if you lock yourself out.

Pets

No pets allowed. Visitors are not permitted to bring their pets onto the premises when visiting owners or tenants.

Feeding Animals Is Prohibited

Feeding of wildlife and stray animals is prohibited for reasons of sanitation and public safety. Do not feed muscovy ducks, Egyptian geese, birds, squirrels, iguanas, etc.

Parking

One numbered reserved parking space is issued to each unit. All visitors required to use guest parking only. Before parking overnight, guests must obtain a temporary parking pass at the gate or POA Office. This pass must be displayed in the front windshield. All cars are subject to towing if they cannot be identified. All owners are required to display a parking decal. Back-in parking prohibited. No parking on the grass.

Transponder

All residents are required to purchase a transponder for their vehicle. The transponder provides access through the owners' side of the gate. \$50.00 fee to purchase. Make an appointment with the POA Office so they can affix the transponder to your car. The POA Office will require a driver's license that reflects your address as a resident of Cypress Chase North. Current insurance and license tag information also required. (Bring insurance card and vehicle registration.)

Moving In and Out

Residents can move Monday through Saturday between the hours of 8:00 AM and 5:00 PM. Moves are not permitted on Sundays.

Please be considerate of fellow residents. Do not "hold" or interfere with the normal operation of the elevators. Break down all boxes and place them in the dumpster.

Repairs

Should you replace the flooring in your unit with tile, soundproofing is required above the first floor. A permit and \$100.00 fee are required for any construction and repairs. The \$100 deposit will be refunded if there is no damage to common areas. Please be considerate. Note the following requirements:

- No repairs before 9:00 AM and after 5:00 PM.
- No repairs on Sunday.
- Owners are liable for contractor damage to common areas. The board will charge owners to restore damaged areas to their previous condition.

Roof Access

Does your contractor need access to the roof to repair an air conditioner? A permit is required. Contact the POA office. After hours, and on weekends, please contact a CCN3 board member. The gate will log the request, retain the technician driver's license, and give the roof access key to the technician. Owners will be responsible for damages to the roof or common areas.

Pest Control

At CCN3 we provide monthly pest control; it's included in the monthly maintenance. The board will post a schedule on the notice board.

Reserves

What happens if the condominium requires a major repair that's not covered by a reserve in the budget? A special assessment will be charged to each unit, in addition to monthly maintenance.

Water Shut-Off For Vacation

Going away for an extended period? We strongly advise that you shut off the water supply to your unit. This will reduce damage to property in case of plumbing failure.

Barbecuing

No cooking or grilling on patios and balconies. This is a fire hazard. It's prohibited by city fire code. Grills are provided in the picnic area.

Cable TV

Comcast cable TV with HBO is provided; it's included in your maintenance. For internet and premium TV channels, owners must pay providers directly. Please contact providers to make these arrangements on your own.

Maintenance Fees

Owners pay monthly fees to maintain the condominium. Maintenance is due on the first of the month; a \$25.00 fee applies after the 8th. Owners are subject to liens for non-payment. Liens are subject to foreclosure.

Leasing Policy

The association amended the books to allow rentals by owners. Renters, like owners, must be approved by the board. Renters are subject to all rules and regulations of the association. Rentals are limited to ten percent of our 140 units. Thus, only 14 units can be rented.

Bulk Pick-Up

Please see the CCN3 notice board for the bulk pick-up schedule. Subject to change by the city.

Car Washing and Repairs

Strictly prohibited. Violators are subject to fines.

Catwalk

All residents are required to keep the area in front of their unit clean and free of debris. Do not leave garbage or make spills on the catwalk. Riding bikes, skateboards and scooters prohibited. Parents are responsible for children. Action will be taken against violators.

Security

In the interest of security, residents and guests MUST properly identify themselves when asked by a member of the board or security staff.

The security rover patrols between 6:00 PM and 3:00 AM. This is subject to change. Please contact the POA board representative from Building 3 for the latest schedule.

If you need access to the clubhouse or gym, please call the security gate.

Clubhouse

Hours

Monday – Friday 9:00 AM – 4:30 PM

Saturday & Sunday 11:00 AM – 11:00 PM

Holidays 11:00 AM – 11:00 PM

Billiard / pool room hours Monday – Friday 6:30 PM – 11:00 PM.

Saturday & Sunday 11:00 AM – 11:00 PM

These hours may vary. The Property Owners Association will post changes on the clubhouse door.

The following rules apply:

- No wet bathing apparel permitted inside the clubhouse
- Tops and footwear required
- Children up to 16 years of age must be accompanied by an adult
- Only 18 years and over permitted in the pool / billiard room.
- No smoking
- No card playing or pool shooting allowed while meetings are in session
- Put back billiard accessories after use
- No food or beverages
- No cash at card tables; chips are permitted
- Do not tamper with thermostats (authorized personnel only)
- Residents are responsible for damage by guests.

Tennis and Basketball Courts

Courts open 7:00 AM – 9:00 PM.

Do not tamper with light timers. Ask for keys at the gate. The guard will keep your driver's license and will return the license when you return the key.

Picnic Area

For the sole use of residents and guests. Barbecue pits are available on a first come/ first served basis. Make reservations at the office. \$50.00 fee required. Residents are responsible for clean up. Refund issued after clean up.

Pool

Hours 7:00 AM – dusk, daily

- No food or beverages permitted
- No diving
- No floating objects. Swim aids permitted when attached to the swimmer
- Shower before entering
- Deck and chairs must be protected from suntan oils and lotions
- Lift chairs -- do not drag
- Children and adults wearing diapers are not permitted in the pool
- Children 16 years of age and under must be supervised by an adult
- No bicycles
- No pranks, horseplay or dangerous activity

If the pool has to be drained, cleaned and refilled due to negligence of residents or guests, the cost will be born by the unit owner.

Sauna

Instructions are posted outside the sauna. Users must comply for health and safety reasons.

Occupancy

1 bedroom 2 persons

2 bedrooms ... 4 persons