

***BELLA COSTA, INC***  
*A Corporation Not-For-Profit*

# **Rules & Regulations**

**July 2025**



**Approved by Board of Directors September 18, 2024**

June/July 2025 – updated to remove TownSq references and  
cited appropriate docs related to delinquent accounts.  
Updated parking language and Appendix X Parking Policy

## **BELLA COSTA RULES & REGULATIONS**

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## BELLA COSTA RULES & REGULATIONS

Under the Bylaws of Bella Costa, Inc., the responsibility for the establishment, interpretation, and enforcement of rules and regulations is the duty of the Board of Directors. These Rules & Regulations supersede all previous versions.

As used in this document, the term "resident" shall be the equivalent of "owner," "renter," "guest," and "occupant."

1. **Condominium Act compliance** - under the Condominium Act, unit owners are required to conform to and abide by all rules and regulations and see that all persons using owner's property by, through, or under him do likewise. These rules and regulations supplement those restrictions found in the Condominium Act, the separate Declarations of Condominium for Bella Costa # 1 and Bella Costa # 2, and the Bylaws of Bella Costa, Inc. Where reference is made to "Declarations of Condominium," it means the separate Declarations of Condominium for Bella Costa# 1 and Bella Costa# 2, as applicable.
2. **Liability for expenses due to negligence** - under the Declarations of Condominium, a unit owner shall be liable for the expense of any maintenance, repair, or replacement rendered necessary by his negligence or by that of his family or guests, employees, agents, or lessees, but only to the extent that the expense is not met by the Association's insurance proceeds.
3. **Fines and penalties** - under the Declarations of Condominium, the Association may levy reasonable fines against a unit for the failure of the owner of the unit, or its occupant, licensee, or invitee to comply with any provision of the Declaration, the Association Bylaws, or reasonable rules of the Association. No fine will become a lien against a unit. No fine may exceed \$100.00 per violation, but continuing violations may be fined as separate violations. The Association may enforce such actions in court of law or by arbitration and the prevailing party shall be awarded his attorney's fees and costs.
4. **Unit keys** - as required by the Declarations of Condominium, all unit owners shall provide the Association with a key to their unit to enable access to the unit in an emergency. A signed Association Key Release form shall accompany the key.
5. **Quarterly assessments** – payments are due on January 1, April 1, July 1, and October 1. Special assessments are due when billed or otherwise noted. Under the Declarations of Condominium, payments of quarterly or special assessments not received within 15 days of the due date are subject to interest, legal fees, and a lien on the unit. Due process for collection of delinquent accounts will follow the procedures outlined in the Bylaws amended April 9, 2021 and the Declarations of Condominium (section I and II) amended March 23, 2022.
6. **Inquiries and Complaints** - inquiries (including complaints and suggestions) shall be brought to the Board's attention by the unit owner and must be sent to the Board via email, signed letter, or presented at a Board meeting. The Board's responsibility under the Condominium Act is to respond in writing to inquiries within 30 days.
7. **Water and plumbing fixtures** - to minimize the expense to the Association of water lost through leaks, unit owners shall maintain in good repair all faucets and toilets mechanisms and comply with Association water-saving measures. To reduce the possibility of water damage to the common elements and adjoining apartments, residents must shut off their main water supply valve if they will be away for more than three days. To reduce the possibility of clogged pipes, residents are requested to refrain from using heavily quilted, extra thick toilet tissue and to not flush baby or medical wipes.

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8. **Departure notification requirement** - For security reasons, owners and renters expecting to be away from their units for more than 14 days shall advise the Board of dates of the absence, the name of contact taking care of the unit, and a phone number to permit contacting the owner in an emergency. The preferred method of notification is the online [Departure Notification Form](#) located under the [Owners tab](#) at [bellacostacondo.org](#). Refer to the Departure Checklist also located on the website. A paper form is available in the clubhouse hallway.
9. **Sales and leases** - to assure, as envisioned in the Declarations of Condominium, a community of congenial residents to thus protect the value of the units, no owner shall sell or rent his or her unit or enter into a long-term loan of his or her unit, without first obtaining the approval of the Board of Directors. The Association may charge to the unit owner a transfer fee, which fee shall not exceed \$150.00 or as otherwise provided by law. Board approval requires written acknowledgement by the buyers or tenants that they will abide by these Rules & Regulations. The Board shall not approve rentals for a period of less than three months; rentals are limited to the continuing occupancy of not more than four persons per unit. Applications for leasing and selling are available on the Bella Costa website, [bellacostacondo.org](#), under the Association Information tab and must be completed and approved prior to leasing or selling a unit.

For repeat leases, this information needs to be provided on an annual basis to satisfy insurance company requirements.

10. **Common elements** – due to limited capacity of the swimming pool and other facilities, use of the common elements is limited to residents, renters and houseguests. See Appendix III – Swimming Pool Rules
11. **Pet policy** - as directed in the Declarations of Condominium for Bella Costa #1 and Bella Costa #2, one (1) indoor cat may be maintained within a unit.

Animals meeting the U.S. Department of Housing and Urban Development's (HUD) of "Assistance Animal" are acceptable provided that the appropriate request for reasonable accommodations has been submitted. The Assistance Animal Policy and Application is located under the Rules and Regulations and Bella Costa Forms on the Owners tab of the Bella Costa website.

The following conditions apply to all approved animals: (1) No animal shall be outside the unit except within a cage or other container; (2) Two substantiated complaints of any nuisance caused by the animal, whether noise, odor, running loose or other, will be cause for withdrawal of the exception; and (3) Once the exception is withdrawn for any reason the owner will have 30 days to remove the animal or face a \$25.00 per day penalty assessed by the Board or Directors.

12. **Noise control** - for the general welfare, residents shall control the volume of noise generated, to the extent that the sound shall be audible only within the unit.
13. **Service personnel** - for the general welfare, unit owners shall assure that all contractors, vendors, and service personnel abide by the Rules for Service Personnel contained in Appendix I.
14. **Safety rules for parking areas and other common elements** - for the safety reasons, no one is permitted to travel on the parking areas, cement walks, swimming pool area, walkways, and elevators of Bella Costa

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via bicycle, roller skates, roller blades, skateboard, or any similar type of vehicle, except to gain direct access to the street from the walkway or parking lot. The parking areas, cement walks, swimming pool area, and grassy common grounds are not play areas and therefore no one is permitted to utilize these areas in organized games which require running, group games, etc. unless organized by the association.

15. **Barbeque grills and open fire** - for safety reasons, it is prohibited to use a barbeque grill or any other open fire in the units, on any porch, deck, lanai or balcony, or on the common elements, except in the community barbeque grills located on the south side of Building A, between Buildings B and C, and between Buildings E and F. Units equipped with fireplaces, cannot burn wood or use propane in the fireplace. For safety reasons, it is prohibited to store paint or other inflammable material in the units. For security reasons, assigned storage lockers shall be kept locked.
16. **Alterations and material changes to units** - in conformance with the Declaration of Condominium, no unit owner shall do anything or make any alterations that would jeopardize the safety or soundness, or the exterior appearance of the building containing his unit or impair any easement. Except where otherwise specifically provided in the Declarations of Condominium, no unit owner shall materially alter or add to or improve the common element without prior approval of 66 2/3 vote of the member of the Association present at a members' meeting in person or by proxy. For commonly approved non-material alterations for which the Board of Directors has adopted design and appearance standards (enclosures of lanais and installation of hurricane shutters, decks, and satellite antennas), unit owners shall first obtain approval of the Architectural Review Committee by demonstrating that the proposed alteration complies with the design and appearance standards. Unit owners contemplating any other alteration shall first obtain approval of the Board of Directors based on proof, including drawings, and an architect's or engineer's certificate, if necessary, that the alteration would not constitute a material alteration. No approval will be given for alterations of the front door appearance or the painting of patio blocks, and the interior paint on balconies or lanais must match the building's exterior paint. Owners may obtain the appropriate paint by submitting a work order or the paint may be purchased at Babe's Hardware where the Bella Costa door/lanai paint color is on file.
17. **External appearance of the building** - It is a violation of the Condominium Act to permanently affix any decoration or object to any part of the building exterior or other common element. To protect the external appearance of the building, it is prohibited to air-dry clothing, laundry, swimming garb, and the like on porch or balcony railings. For safety reasons, no objects shall be kept anywhere on the walkways, windowsills, or railings with the following exceptions: temporary seasonal decorations, door mats, and flower boxes or flowerpots kept on the floor against the unit wall that do not extend beyond the nearest protruding column (8" for interior units, 16" for end units). See Appendix VII – Walkway Guidelines.
18. **Parking** - As a unit owner, it's important to understand that you don't "own" your parking spot in the same way you own your unit. However, you do have the right to park in your assigned space, as long as you follow the established rules and regulations. These guidelines are designed to ensure everyone's safety and convenience.

While you have the right to park in your assigned space, please remember that others may need to use the space to access the walkway nearby. If there is a sidewalk leading to your parking area, you must leave a clearance of three feet between your vehicle and the sidewalk to ensure it remains accessible for everyone.

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For safety reasons, residents may park only one motor vehicle in their assigned parking space. Exceptions for multiple vehicles or forms of transportation may be approved by the Board of Directors provided that they do not extend beyond the lines marking the space.

For the general welfare, repeated resident parking in other than assigned spaces is prohibited, except where Board approval is obtained of a signed agreement form whereby a unit owner gives permission to another owner to park in his or her space. Due to the limited number of guest parking spaces, owners/renters may not park a second car in a guest space, and house guests are limited to use of guest parking during 14 days every six months. See Appendix X – Parking Policy.

19. **Overnight parking, vehicle repairs and washing** - no unit owner shall park overnight on the common elements any trailer, boat trailer, camper, RV, or vehicle over six tons Gross Vehicle Weight (GVW), or any motor vehicle that does not meet Original Equipment Manufacturers (OEM) standards for noise. No repairs may be made to a vehicle in the parking lot except emergency repairs. No vehicle may be left on blocks or in an abandoned state. Washing of any vehicle on Bella Costa property is prohibited. See Appendix X – Parking Policy.
20. **Landscaping and common grounds maintenance** - under the Declarations of Condominium, the planting, removal, fertilization, and maintenance of plants, shrubs, and trees on the common grounds is the responsibility of the Association. To maintain Association control over landscaping, no plants, shrubs, or trees shall be planted in, or removed from, the common elements without the permission of the Landscape Committee Chair. No fertilizer, insecticide, or growth stimulants shall be applied to any part of the common grounds by unit owners, their tenants, or guests.
21. **Upkeep of limited common elements** - under the Declarations of Condominium, upkeep of limited common elements such as decks, patios, benches, and privacy walls are the responsibility of the benefited unit owner. Patios may not be enlarged, and privacy wall may not be removed nor altered in size, but benches may be removed. First floor unit owners may plant flowers or other small plants around their privacy walls and at the sides of their patios. All flowers and small plants placed around the privacy walls or patios by the owner become the responsibility of the unit owner to water, maintain, and remove.
22. **Prohibited use of common elements** - Under the Declarations of Condominium, it is prohibited to use the common elements in a manner contrary to which they were designed. For example, bathroom exhaust vents shall not be used for venting clothes dryers.
23. **Bulletin boards** - under the Declarations of condominium, it is prohibited to use the building bulletin boards for commercial purposes.
24. Any other nuisances not specifically mentioned in these Rules & Regulations are prohibited under the Declarations of Condominium.
25. Included as part of these regulations are the following Appendices:

## **BELLA COSTA, INC. RULES & REGULATIONS**

### **Appendix I - Rules Relating to Service Personnel**

September 2024

It is the unit owner's responsibility to assure that service personnel, including contractors, vendors, and other agents or employees, conform to the following regulations:

1. Service personnel shall park in service parking areas, in the unit owner's space, or in guest spaces. Where it is unavoidable that a vehicle must block access to covered parking spaces, previous permission of the affected unit owners shall be obtained.
2. Service personnel shall utilize protective quilting when moving large objects in the elevators and on the walkways.
3. Service personnel shall remove their own debris from the site. Bella Costa dumpsters shall not be used for contractor refuse.
4. Service personnel shall not enter electrical areas, roof areas, crawl spaces, or other designated keep out areas unless an insurance certificate has been filed with the Architectural Review Committee Chair or the management company showing Bella Costa, Inc. as an additional insured.
5. Upon completion of work, service personnel shall leave the common elements, including elevators, walkways, and grassy areas, clean and in good repair.
6. Service work, except for emergency work, shall be limited to the hours of 8 a.m. to 6 p.m., Mondays through Saturdays. No non-emergency work will be allowed on Sunday.

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## Appendix II - Clubhouse Usage Rules

September 2024

Residents are invited to use the library, exercise room, sauna, card table, pool table, and meeting room facilities in the clubhouse. Smoking is prohibited in the clubhouse. Persons under 14 years of age must be accompanied by an adult. Persons entering the clubhouse from the pool area in wet bathing attire are not permitted beyond the bathroom area.

Before leaving, users shall assure that furniture has been returned to its original position; that both thermostats are set to the setting indicated for unoccupied status; that all lights-except night lights-are off; and that back door is closed and front door locked. If sauna has been used, users shall make sure that heat is turned off.

NOTE: During the winter months, exit from the Clubhouse through the door to the swimming pool is restricted to emergency use only during the nighttime hours when the heat-retaining blanket has been placed on the pool. Fire regulations prohibit locking this door from the outside, but pool regulations prohibit entry of persons to the pool area when the blanket is in place.

**Exercise Room:** Persons using the exercise equipment do so at their own risk. Users shall follow posted instructions. Extreme caution shall be used on all exercise equipment.

**Sauna:** Persons using the sauna room do so at their own risk. Users shall follow posted instructions. It is strongly suggested that the sauna be used on the buddy system.

**Pool Table:** Extreme care must be taken to avoid scratching the pool tablecloth.

**Library:** Borrowing of books is on the honor system. Be considerate about returning books promptly. Returned books and contributed books shall be left on the shelf marked for returns. Library volunteers will shelve the books.

**Meeting and Library Rooms:** The clubhouse meeting and the library may be reserved by residents for one-time or periodic non-condominium sponsored gatherings or parties. Board permission shall be requested in advance through the Clubhouse Chairperson or representative. The resident host shall state the date and hours of the party or meeting, its purpose, and the number of guests expected. Upon approval, the time and date of the meeting or party will be posted on the calendar on the clubhouse bulletin board. Permission does not include the pool or pool area. The resident host is responsible for the conduct of the guests and must do a thorough cleaning of the premises, including the removal of all food, immediately following the affair.

1. Reservation - After checking the calendar in the clubhouse, a reservation may be made with the Clubhouse Chairperson.
2. Deposit - A check for \$100.00 to Bella Costa, Inc. must accompany the reservation. This deposit will cover any professional cleaning costs necessary following the event. The host will be liable for any damages not covered by the deposit. This deposit will be returned in full after inspection by the Clubhouse Chairperson, if no professional services are required.
3. Contract - The resident host must sign a contract, which will further delineate rules regarding use and cleanup. Both the contract and the deposit must be submitted before the event goes on the calendar.

Request application/contract forms are available in the clubhouse hallway.



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### **Appendix III - Swimming Pool Rules**

September 2024

These rules are based on regulations promulgated by the Florida Department of Health Chapter 64E-9, of the Florida Administrative Code. It is in the interest of all owners to see that these rules are observed, as infractions may result in closure of the pool by the Florida Department of Health.

1. NO LIFEGUARD IS ON DUTY. Persons using the Bella Costa pool do so at their own risk. Persons under 14 years of age must be accompanied by an adult. The maximum bathing load is 16 persons. Animals are not permitted in the pool or pool area.
2. Swimming is allowed from 8:00 a.m. until dusk.
3. When the heat-retaining protective cover is fully or partially in place on the pool, no one is allowed in the pool area, not even for sunbathing.
4. The safety rope marking the slope transition must be in place at all times except during lap swimming. Lap swimmers shall use the northernmost lane available.
5. All bathers must shower and remove tanning oils, dirt, and sand before entering the pool.
6. Small children not yet toilet trained shall wear commercially available watertight pants to prevent contamination of the pool. Diapers alone do not meet this requirement.
7. Diving is prohibited. Running or horseplay is prohibited. Loud noises are prohibited. Radios and other sound devices shall be used with earphones.
8. Use of scuba gear and other objects that might endanger or inconvenience other bathers is prohibited.
9. Glass containers are prohibited.
10. No food or drinks are allowed in the pool area except for water in a plastic bottle or unbreakable container.
11. The swimming pool may not be reserved for parties.
12. To minimize tracking-in of asphalt and dirt from the outside footwear shall be worn to and from the pool. As a courtesy to others, cover-up wraps shall be worn to and from the pool.
13. Swimming alone is not advisable.
14. Smoking is not allowed in the pool area.
15. All umbrellas must be closed and tied after use.
16. Failure to adhere to the Swimming Pool Rules may result in a Violation Notice.

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### **Appendix IV - Dock Usage Rules**

March 2024

Under the Declaration of Condominium for Bella Cost Condominium II, the boat basin docks are “Limited Common Areas” reserved for the use of the 14 owners of the first-floor units in buildings D and G. The dock to the north of Building B is a separate Limited Common Area belonging solely to the owner of Unit 312 in building B. As owners of Limited Common Areas, the D and G owners may keep a boat in the basin, and the owner of B312 may keep a boat at the B312 dock, per rules 1 through 8 below. As owners of Limited Common Areas, the D and G owners have the joint responsibility of maintaining the entirety of the boat basin docks and the owner of B312 has the sole responsibility of maintaining the B312 dock. Bella Costa Inc. is responsible for insuring the boat basin area and docks for liability coverage.

1. All boats moored in the harbor must have a “Permission to Use Docking Facilities” form submitted to the Bella Costa Condominium Association, Inc. Board of Directors (Board), and dockage approved by the Boat Basin Chairperson (see the form attached). All boats must have on file with the Boat Basin Chairperson proof of ownership, current registration, and proof of liability insurance coverage.
2. Owners may request the use of their boat slip by another Bella Costa resident via the Permission to Use Docking Facilities form. The use of a slip by a non-Bella Costa resident is prohibited except for houseguests of Bella Costa Boat Basin residents, and then only for a total of 14 days mooring per year.
3. Dock usage is supervised by a Boat Basin Chairperson/Committee named by the Board. The Chairperson performs the role of Dockmaster. The authority given the Board under the Declaration of Condominium to enter a unit to ensure compliance with all rules and regulations is extended, under this document, to inspection of boats to assure compliance with all safety regulations and these Dock Usage Rules.
4. Only powerboats and sailboats are permitted at any Bella Costa docks. No canoes, kayaks, wave runners or other personal watercraft are allowed. Boats moored in the basin shall have a maximum length of 30 feet and a maximum beam of 10 feet. Boats moored at the B312 dock have no restrictions as to size. Rafting up of boats is prohibited.
5. It is prohibited to store anything on the docks or make any alterations, or any additions, such as davits or boat lifts. The addition of cleats, pile caps, and other permanent equipment is prohibited without Boat Basin Chairperson approval.
6. Swimming in the boat basin is prohibited.
7. Boat owners should be considerate of the occupants of adjacent units, carefully observing all safety procedures and minimizing noise and exhaust fumes. Boats must be securely moored, and dinghies secured to the boat.
8. Boat owners must not leave their boat unsupervised and must take proper storm precautions. Boat owners leaving for over 2 weeks must submit a Notice of Departure form to the board and should strongly consider removing the boat from the basin to a proper storage area. The boat owner will name a secondary person to take care of the boat in the event of an emergency.

## BELLA COSTA, INC. RULES & REGULATIONS

### Appendix V - Trash & Recycling Rules

February 2024

Separating recycling from trash is required by the City of Venice. Dumpsters and recycle bins are located in the service buildings between Buildings B and C, between C and D, and behind Building G. All residents should separate and dispose of their trash as follows:

**Blue and Brown Recycle Bins:** There is no need to separate different materials for recycling. Newspapers, phone books, catalogs, brochures, all envelopes, paperback books, office paper, Post-It Notes, paper bags, craft paper, junk mail, and magazines, cardboard, aluminum cans, foil and foil trays, steel and tin cans, clear and colored glass bottles, plastic bottles, yogurt and butter tubs, deli/bakery trays, microwave trays, prescription bottles, and any plastic marked 1-5 or 7, juice boxes, milk and juice cartons, and empty aerosol cans. **All containers must be clean with no food residue. Replace caps when appropriate.**

**Shredded paper** should be secured in a paper bag and placed in the recycle bin.

**Cardboard boxes** (broken down) and paper board boxes (cracker, cereal, frozen dinner (with recycle symbol), beer, soda, and shoe boxes) should be flattened and placed in the recycle bins. Boxes should not be larger than 2 feet by 4 feet in size once flattened.

#### THE FOLLOWING ARE GARBAGE AND CANNOT BE RECYCLED:

PAPER ITEMS	METAL ITEMS	GLASS ITEMS	PLASTIC ITEMS
Paper towels	Coat Hangers	Mirrors	Toys
Napkins/Kleenex	Lawn furniture	Window glass	All Styrofoam
Pizza boxes	Small appliances	Light bulbs	Flowerpots
Paper drink cups	Aluminum siding	Picture frame glass	Plastic bags *
Paper plates		Dishes	Plastic overwrap *
		Drinking glasses	Foam egg cartons *
		Fluorescent tubes **	

\*Publix takes foam egg cartons, foam take out trays and cups (clean), plastic overwrap, and plastic bags. For a full list of items that can be recycled at Publix, click [here](#).

\*\*Lowe's and Home Depot take fluorescent tubes and bulbs.

**Dumpster:** All garbage must be securely bagged.

**Styrofoam** packing pieces should be securely bagged and placed in the dumpster.

**Kitchen and other garbage** should be put in a securely tied bag and placed in the dumpster.

**Yard Waste:** Place in the marked round bins or in the yard waste dumpster near Building F.

**Large Item Disposal:** (e.g., furniture, appliances, etc.) is the residents' responsibility. Call Venice Public Works at 941-486-2422 for information about pickup scheduling, fees, and/or drop-off location(s). **DO NOT LEAVE LARGE ITEMS IN THE TRASH ROOMS.**

#### Drop off sites are available at the following locations:

Chemical Collection Center (North)  
8750 Bee Ridge Road, Sarasota  
Monday – Saturday 8am-4pm  
941-861-1531

Central County Solid Waste Landfill  
4000 Knights Trail Road, Nokomis  
Monday – Saturday 8am-5pm  
941-861-5000

Electronic and Hazardous Waste can also be dropped off at the above locations. For more information visit: [venicegov.com](http://venicegov.com), and choose Services, then Public Works. [Single-stream Recycling Information](#) is available on this site.

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### **Appendix VI - Bicycle Policy**

September 2024

1. All bicycles kept on Bella Costa property must be registered with Bella Costa.
2. All Bella Costa bicycles must be kept in bicycle racks or in the bicycle owner's condo. Bicycles will not be allowed to be chained to carport supports.
3. Unregistered bicycles on Bella Costa property will be tagged with colored tape. If a tagged bicycle has not been registered within 30 days after being tagged, it will be taken to the bike removal area. In accordance with Florida law, if the bicycle is not claimed within 90 days after being taken to the bike removal area, it will be donated to charity.
4. If a bicycle owner will be away from Bella Costa for an extended period of time, such as for the summer, the bicycle must be removed from the bike rack and either stored in the owner's condo or stored off campus by the owner. In a hurricane, an unattended bike can become a dangerous missile.

#### **To Register Your Bicycle:**

1. Bicycle registration forms are available in a basket just outside the club house office door and may be picked up at any time. Fill out the registration form.
2. After the registration form has been completed, the registration administrator will create a registration tag and attach it to your bicycle.
3. To have your registration tag attached to your bicycle:

# BELLA COSTA, INC. RULES & REGULATIONS

## Appendix VII - Walkway Guidelines

March 2017

First, please refer to Bella Costa's current Rules & Regulations #18:

"It is a violation of the Condominium Act to permanently affix any decoration or object to any part of the building exterior or other common element. To protect the external appearance of the building, it is prohibited to air-dry clothing, laundry, swimming garb, and the like on porch or balcony railings. For safety reasons, no objects shall be kept anywhere on the walkways, windowsills, or railings with the following exceptions: temporary seasonal decorations, door mats, and flower boxes or flowerpots kept on the floor against the unit wall that do not extend beyond the nearest protruding column (8" for interior units, 16" for end units)."



**Damage to walkways caused by homeowner negligence will not only void the warranty, but shall be subject to fines**

### Information received from walkway contractor, Fire Inspector, and current rule #18

Remember: "The coating is strong, but not invincible"

#### GENERAL

No objects with sharp edges should be put on walkways, as this can scrape the finish. Damage caused by sharp edges of tables and chairs, plant pots, or statues is not covered under the warranty.

#### DOORMATS

All door mats should be backed with rubber or other soft-backed materials (not bristles).

#### FURNITURE

Per fire inspector - For safety purposes, chairs may not be left unattended (cannot be left out for the night, or when away from the unit).

Cushioning tabs are required on table legs and chair legs.

#### PLANTS

No pots may be placed on the walkway without following these guidelines:

- Per fire inspector - No plants against the railing. All plants against inside (window) wall.
- All pots must have a plastic saucer beneath them (to contain water, soil, and fertilizer runoff, and to avoid scratching the walkway finish).
- Per Rules - Plants outside individual owner's wall only. No pots in common areas.

#### STATUES

No statues may be placed on the walkway without following these guidelines:

- Since concrete bases sitting on the concrete walkway may be harmful to the new surface, a plastic saucer or a pad such as felt or cork must be placed under the statue.

#### CLEANING

- Regular sweeping with a broom and /or hosing with regular water are recommended.
- Surface may be cleaned with a non-solvent dish or laundry soap, such as Dove or Dawn.
- For biological stains such as leaves, we recommend trying vinegar first.
- Do not use a Swiffer sweeper because it leaves a residue. Do not use any solvent-based cleaners- specifically Pine Sol or Spic and Span, which will void the warranty.

# **BELLA COSTA, INC. RULES & REGULATIONS**

## **Appendix VIII - Condo Architectural Alteration Guidelines**

March 2017

1. Condominium living is unique and puts great emphasis on mutual interest as well as cooperation, consideration and communication among all residents. The Committee appreciates that it is important that all association members have the right to remodel or renovate their units. However, for the benefit, aesthetics, and safety of the entire community, the changes must:
  - Maintain consistency of Bella Costa's exterior architecture (e.g., front doors)
  - Ensure safety of building (e.g., moving electrical wiring and plumbing)
  - Adhere to Bella Costa's governing documents (e.g., venting dryers through walls)
  - Guarantee soundness of structural integrity (altering walls)
  - Alleviate noise between units (e.g., flooring underlayment on upper floors)
2. Examples of condo improvements that do not require an ARC form or a city permit:
  - Interior painting (excluding lanai. See "Painting Lanai" below)
  - Drywall repair, Wallpapering
  - Rescreening window screens
  - Carpeting and padding
  - Replacing bathroom cabinet (if no plumbing/electrical alteration)
  - Kitchen cabinets & countertops (if no plumbing/electrical alteration or reconfiguration of space)
3. Examples of condo improvements that do require an ARC form (but not a city permit):
  - Replacing screen doors
  - Flooring: All units above ground floor that desire tile, laminate, wood, or other synthetic floors that are not carpeted shall install a sound barrier underlayment. Recommended Sound Transmission Class (STC) rating for non-tile is 70 or higher; for tile is 60 or higher.
  - Painting Lanai: Per Rules & Regulations, "... Lanais must match the building's exterior paint"
4. Examples of changes that require both an ARC form and a City Building Permit:
  - Replacing windows, air conditioner, or water heater
  - Altering, adding, deleting, or moving electrical wiring or plumbing
  - Hurricane shutters
  - Replacing front doors. Paint must be provided by the Association. Per Bella Costa Rules & Regulations# 17, "No approval will be given for alteration of the front door appearance."
  - Interior remodels, wall alterations or replacements, load-bearing or non-load-bearing walls
5. Examples of condo improvements that will not be approved:
  - Changes to common elements (roofs, exterior walls)
  - Venting dryers into internal wall or ceiling void space. It is a violation per the City of Venice Building Department, and the City of Venice Fire Department
  - Venting dryers through roofs or external walls. Per Declaration of Condominium, this must first be approved by a 66 2/3% vote of all homeowners
6. Contractor summary:
  - For all work which needs a City of Venice permit, a licensed contractor is required.
  - Contractors must provide a Certificate of Liability Insurance and Workers' Comp.
  - Contractors shall comply with Rules & Regs Appendix I: Rules Relating to Service Personnel.
  - Work shall not begin until application is approved. Approved application shall not be altered.
  - Contractors must ensure that they do not cause any damage to the building walkways.

# **BELLA COSTA, INC. RULES & REGULATIONS**

## **Appendix IX - Golf Cart Charging Outlet Policy**

July 2024

This policy outlines the procedures and requirements for the installation of electrical outlets under carports at Bella Costa Condo Association properties. It also establishes the method for tracking and billing electricity usage by individual owners who use these outlets for charging golf carts.

### **1. Installation of Outlets**

- **Approval Process:**
  - Owners must submit a written request to the Bella Costa Board for the installation of an electrical outlet.
  - The request must include a detailed plan and specifications for the installation, including the proposed location and type of outlet.
  - The Board will review the request and provide written approval or denial within 30 days.
- **Installation Requirements:**
  - Installation must be carried out by a licensed and insured electrician hired by Bella Costa.
  - The owner is responsible for all costs associated with the installation and these costs must be paid in full to Bella Costa prior to scheduling the installation.

### **2. Usage and Maintenance**

- Owners are solely responsible for the maintenance and repair of the installed outlets.
- Any damage caused by improper use or maintenance will be the responsibility of the owner.

### **3. Electricity Usage and Billing**

- The owner will be billed quarterly at a rate of \$45 per quarter.
- Owners must pay the quarterly charges in full upon receipt of invoice.
  - Failure to pay the charges may result in disconnection of the outlet and/or other penalties as determined by the Board.

### **4. Compliance and Enforcement**

Non-compliance with this policy will result in the owner being required to remove the outlet at their own expense.

# BELLA COSTA, INC. RULES & REGULATIONS

## Appendix X- Parking Policy

July 2025

Each condo unit in Bella Costa has one assigned parking space. All other parking spaces are Bella Costa common property. As a unit owner, it's important to understand that you don't "own" your parking spot in the same way you own your unit. However, you do have the right to park in your assigned space, as long as you follow the established rules and regulations. These guidelines are designed to ensure everyone's safety and convenience.

### Owner/Assigned Parking Space

- Each condo has one assigned parking space.
- While you have the right to park in your assigned space, please remember that others may need to use the space to access the walkway nearby. If there is a sidewalk leading to your parking area, you must leave a clearance of three feet between your vehicle and the sidewalk to ensure it remains accessible for everyone.
- For safety reasons, owners may park only one motorized vehicle in assigned space. Exceptions for multiple vehicles or forms of transportation may be approved by the Board of Directors provided that they do not extend beyond the lines marking the space.
- **Please do not park in designated guest parking spaces.** Failure to comply will result in a written warning. Continued owner use of designated guest parking spaces will lead to your vehicle being towed at owner's expense.
- Finding a parking space for any additional motorized vehicle is the owners responsibility. Options are as follows:
  - An agreement can be made with another owner to use their space. Please complete the form "Bella Costa Parking Permission" located on the Bella Costa website Owners tab under Bella Costa Forms. The completed form can be emailed to bellacostaemail@gmail.com or put in the mail slot on the Clubhouse door.
  - Arrange to park off Bella Costa property.

### Guest Parking Spaces

Due to the limited number of guest parking spaces, owners/renters may not park a second car in a guest space, and house guests are limited to use of guest parking during 14 days every six months.

### Service Parking Spaces

Service parking spaces are for vendors and contractors.

### Open Parking Spaces

Open, unmarked, parking spaces are for overflow parking, on a first come basis.

### Additional Parking Space Regulations

- No vehicle may be left on blocks or in an abandoned state.
- No repairs may be made to a motorized vehicle in the parking lot except in an emergency.
- Washing of any motorized vehicle on Bella Costa property is prohibited.
- No unit owner shall park overnight on the common elements any trailer, boat trailer, Camper, RV, or vehicle over six tons Gross Vehicle Weight (GVW), or any vehicle that does not meet Original Equipment Manufacturer (OEM) standards for noise.