

The 3800
**OCEANFRONT
CONDOMINIUMS**

Rules We Live By

Table of Contents

Preface	3
Owners/Residents	3
General.....	3
Building	4
Exterior	4
Interior	4
Elevators	4
Trash Chute	5
Laundry Facilities.....	5
Owners Lounge	5
Corridor Storage Closets	5
Parking.....	6
Children	6
Pets.....	6
Moving.....	6
Fines.....	7
Guests	8
Pool Rules	9

RULES WE LIVE BY

These common courtesy rules are in place to make living at the 3800 Oceanfront more comfortable and pleasant for all residents. Essentially, they are reminders of practices designed to achieve harmonious living among neighbors, and they are established for the common welfare, safety, and protection of life and property. Conformance to these rules by all who reside here, including guests, is the responsibility of the owner.

The Board of Directors has instructed the House Committee, with the assistance of the Association Manager, to fairly enforce these rules. Any violation you wish to disclose should be brought to the attention of the Association Manager directly, not to staff members. The Association Manager will discuss the violation with the owner and seek resolution. If the violation is repeated, the Association Manager will take the offense to the House Committee and, if necessary, it will be brought to the Board.

Your elected Board of Directors are conscious of their obligation and responsibility for maintaining an environment of mutual comfort and welfare, but the Board members cannot discharge this obligation without the owners' unselfish cooperation.

Owners/Residents

GENERAL

A. Please notify the Front Desk if you:

- Notice suspicious activity or any disturbance.
- Are sending a cart to the lobby. Carts may not be stored in the unit or hall and, if left to ride in the elevator, become an inconvenience for others.
- Are planning to move.

B. Guests:

- Introduce yourself and register at the Front Desk upon arrival and notify the front desk upon departing.
- Must review and comply with the building rules and policies.
- Must supervise their children, and accompany children under 12.
- Must find other vacation accommodations for their pets.

C. Owners/Residents:

- Keep your "3800 OCA Information Sheet" up to date.
- Notify the Association Manager or Front Desk if you expect guests (especially in your absence).
- Ensure guests receive and understand the building rules and policies.
- Be reminded that neither the Association Manager nor the staff members are permitted to serve personal requests (non-condo related) during their normal working hours. All condo related request for assistance must go through the Association Manager.
- Ensure a master key is provided to the Association Manager when locks have been changed. Key will be secured in a lock box and only used in case of an emergency.

D. Contractors and Repairs:

- Workers will be admitted to individual condos with prior approval from the owner.
- Workers will not conduct noisy repairs after 5 PM weekdays, on weekends or holidays except in an emergency.
- Association Manager and Staff will not stay in an owner's unit with contractors while work is being performed.

E. Attire:

- Cover-ups and footwear are required at all times in the lobby.

BUILDING

A. Exterior:

- No alterations of the exterior are permitted without Board approval.
- Plants and decorations in the hallway shall not impede egress in the event of an evacuation. Nothing shall be stored in the north and south stairwells.
- Balconies:
 - Must keep railings clear of plants, clothing, laundry, decorated objects, and other materials.
 - Nothing may be dropped or thrown over the balconies, especially cigarettes and ashes.
 - Must not be used for cooking or storage of flammable materials.
 - Must be shuttered when a storm is imminent.
 - Must not feed birds from the balconies.

B. Interior:

- Owners:
 - Are responsible for maintenance and repair of their units.
 - Should use water detectors in the kitchen, bathroom(s) and A/C closet.
 - Shall not:
 - Create or allow any disturbance to neighbors.
 - Obstruct or decorate hallway walls, stairwells, or elevators.
 - Solicit or advertise except on the lobby bulletin board with the concurrence of the Association Manager.
 - Bring in, use, store, or install machinery, flammable liquids or dangerous devices.
 - Obstruct access to others' storage areas or 3800 electric meters
 - Make the following alterations without permission in writing from the Board:
 - Cutting or coring the interior concrete structures.
 - Plumbing into other units

C. Elevators:

- DO NOT USE THE ELEVATORS IN THE EVENT OF FIRE OR FIRE ALARM.
- Smoking in elevators is prohibited by law.

- Children are not to play in the elevators.
- The Association Manager will arrange and schedule for special use, such as deliveries, moves, etc.
- In the event of a power failure, allow 30 seconds for the generator to start. Remain calm. If stuck, press the phone button for assistance by the front desk staff.

D. Trash Chutes:

- Chute hours are 7 AM to 10 PM except when the dumpster is swapped out on Mondays and Thursdays between 3-4 PM.
- All trash must be secured in a closed bag or container.
- Do not throw down the chute:
 - Boxes, which tend to get stuck in the chute, should be broken down and taken to the dumpster.
 - Bottles, which might injure a worker below.
 - Newspapers, which tend to flutter all over the trash room.
 - Cat litter directly from litter box without being secured in a closed bag.
 - Flammables, such as cigarettes, aerosol cans, paints, etc.

E. Laundry Facilities:

- Are for the personal laundry of residents and guests only.
- Should be used only by residents of that floor.
- Report any malfunctioning washer or dryer to the Association Manager or log malfunction in the Maintenance Log located at the front desk.
- Be considerate and remove all articles from washer and dryer immediately after completion of the cycle, clean lint screens and clean up the area when finished.

F. Owners Lounge:

- NO SMOKING in this area, as well as the pool deck.
- Furniture is not to be removed from the lounge.
- May not be used for business, professional, fraternal or other organization purposes.
- Private parties are limited to 25 guests.
- The Association Manager will book reservations for private events, being considerate of others' usage.
- Cleanup is the responsibility of the Owner.

G. Corridor Storage Closets

- Residents shall not store any items that will interfere with another unit's access to their stored items and access to the utility meters and circuit breakers.
- Storage closets are subject to inspection by the Association Manager and/or House Committee. Items stored that intrude on another owner's share of storage space will be brought to the owner's attention for resolution.
- No flammable items including paints, varnish, aerosol cans, etc. shall be stored in the closet.

PARKING

- A. Owners and residents have assigned parking spaces and parking permits. Other assigned spaces shall not be used without the permission of the owner.
- B. Cars parked illegally may be towed at the discretion of the Association Manager, owner or desk clerk on duty. (See “Towing of Trespassing Vehicles Parked in Privately Designed Parking Spaces”)
- C. Cars parked without a parking pass or visitor pass may be towed without notice.

CHILDREN

- A. Owners are responsible for the behavior of their children, grandchildren and their guests’ children throughout 3800.
- B. Children may not play, skate, skateboard, hover board, or bicycle in the parking areas, hallways, stairs, lobby, owners lounge, or elevators.
- C. Children under the age of 12 must be supervised an adult, especially when in the pool (see Pool Rules).

PETS

- A. Must not disturb other residents.
- B. Dogs must be on a tight leash and under control at all times while on the premises.
- C. Waste must be picked up and disposed of properly.
- D. Pets are not allowed in the owners lounge or on the pool deck or in an occupied elevator.
- E. No guests shall be allowed to bring pets into the condominium building unless the pets are owned by an owner or resident.
- F. No owner or resident unit shall house more than two pets.

MOVING

- A. Coordinate with the Association Manager as soon as any move is planned.
- B. Movers must check in at the Front Desk upon arrival, for instructions regarding parking and use of elevators, and upon departure.
- C. Damage caused by the movers will be the responsibility of the owner and will be billed to the owner.

FINES

After written notice by the Association Manager or the Board, owners may be fined for violations caused by the owner, tenant, guests, or other residents in accordance with the Virginia Condominium Act.

Guests

Guests, welcome to 3800 Oceanfront. Please be cognizant that this is our home and not a beach resort. Your courtesy is appreciated during your stay.

- A. If you have any concerns or problems, feel free to contact the Association Manager or the Front Desk staff after hours. The Front Desk phone number is 757-425-3800.
- B. Upon arrival, introduce yourselves and register at the Front Desk; and upon departure notify the Front Desk staff.
- C. Parking spaces for guests are assigned by the Front Desk staff; please assure your parking permit is visible.
- D. Children and grandchildren must be supervised by an adult; those under 12 must be accompanied by an adult.
- E. Swimsuits and bare feet are not permitted in the lobby.
- F. Shower-off beach sand when leaving the beach and before returning to the building or pool.
- G. Wet floors are dangerous, so we ask that swimmers dry off before entering the building.
- H. Balconies shall not be used for cooking, drying laundry or towels, or feeding birds.
- I. Put ALL trash in plastic bags before dropping into the trash chute, so that the trash does not get stuck in the chute or disperse in the dumpster room.
- J. Comply with the attached Pool Rules. Owners will be held responsible for their guests' conduct.
- K. No guests shall be allowed to bring pets into the condominium building unless the pets are owned by an owner or resident.
- L. Beach chairs, shoes, sandals, beach toys, boogie boards, etc. are not to be placed in the hallways.

**IN CASE OF FIRE:
CALL 911, PULL THE ALARM IN THE HALLWAY, EXIT VIA STAIRWELL**

Pool Rules

The Association Manager with the assistance of the staff is authorized by the Board to supervise pool operations.

- A. The pool is for residents and their guests only.
- B. Use common sense regarding conduct.
- C. Floats, balls, Frisbees, noodles are not allowed when pool is in use by others.
- D. Swim at your own risk. The Association will not be responsible for accidents.
- E. Observe the posted safety regulations (i.e., no diving).
- F. Any infraction of the posted rules should be reported to the Association Manager or staff.
- G. The pool is open from sunrise until 10:00 PM during the weekdays and 11:00 PM on weekends.
- H. Avoid small items which may foul the pump (hairpins, toys, etc.).
- I. Wash off sand before entering the pool or building.
- J. Dry off before entering the building (wet floors are dangerous).
- K. Children under 12 must be supervised by a parent or other designated adult.
- L. No glass is permitted on the pool deck or in the pool.
- M. Furniture may not be removed from, or brought to, the pool deck.
- N. The beach gate must be kept locked at all times.
- O. The bathroom is not for changing clothes.
- P. Pets are not permitted on the pool deck or in the Owner's Lounge.
- Q. No smoking is permitted on the pool deck or in the Owner's Lounge.

IN AN EMERGENCY: CALL 911 -- USE THE LOUNGE PHONE