

# Veranda VII

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at Heritage  Oaks

## Welcome Package

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**Veranda Associations  
Rules, Regulations and Restrictions  
(For complete list of documents see [www.MyVerandaVII.com](http://www.MyVerandaVII.com))**

The Board of Directors of the Veranda Condo Associations has adopted these rules, regulations and restrictions governing the use, maintenance, management and control of Veranda units. This list is only a brief guideline. A more detailed explanation of the rules may be found in the homeowners' declarations and bylaws. We solicit your cooperation in helping to maintain the integrity and property values of our community by abiding with all the rules and regulations.

- 1) Units may not be leased for periods of less than 30 consecutive days. Temporary guest (when owner is not in residence) may stay a maximum of 7 days.
- 2) Written notice of intent to lease a unit must be given to the Board of Directors and the management company at least five days prior to starting date of said lease.
- 3) The number of occupants residing in a leased/rented unit may not exceed 6 persons.
- 4) The parking of recreational or commercial vehicles, boats, trailers, campers, motor homes, motorcycles or off-road vehicles on condominium property is prohibited or restricted.
- 5) Cooking of any kind is strictly prohibited on lanais or porches of all units (see the letter from Sarasota Fire Department).
  - a) Outdoor cooking is not permitted on grass areas of the common association property or on the sidewalk between units and garages.
  - b) Outdoor cooking is permitted only on the street side of the unit's garage.
- 6) The owner of each unit may keep two pets of a normal domesticated household type (dog or cat).
  - a) **Renters are not permitted to have pets in leased units.**
  - b) Owners' dogs/cats must be leashed or carried at all times.
  - c) Owners are responsible for cleaning up after their pets.
- 7) No signs, flags, banners, billboards, or advertisements shall be erected or displayed.
- 8) Garage doors shall remain in a closed position at all times except when an owner/renter is in the garage the door may then be in the open position.

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- 9) The lanai or porches may not be used as a storage area for bikes, drying racks, etc.
- 10) Garbage disposal/dumpster area.
  - a) All waste and cardboard must be inside containers only. (Waste left outside the containers will be attacked by rodents. Cardboard left outside the containers will not be picked up by waste management. If the recycle bins are full put cardboard into the waste container)
  - b) Large pick-up items are to be scheduled with Waste Management for a free pick up by calling them at 941-924-1254. Bring those items out to this area only on the day scheduled for the pickup!
  - c) Contractor debris is NOT allowed
  - d) Abusers caught are subject to fines and clean up fees.
- 11) No owner shall use his unit or permit it to be used in any manner that is unreasonably disturbing, detrimental or a nuisance to others. The occupant shall at all times conduct themselves with in a peaceful and orderly manner.
- 12) Owners are responsible for assuring that the management company has a key to their unit for emergency situations.
- 13) Owners are ultimately responsible for assuring that all rules and regulations are strictly observed by their families, guests and lessees.
- 14) Tobacco/ Vape smoking is prohibited in the Lanai's. Please use the garage area/ parking lot side for those purposes. (This is the same as our grilling policy)

These rules and regulations shall be in effect until cancelled by the Board of Directors of the association and shall be binding upon all owners.

# VERANDA VII CONDO OWNER SHUTDOWN GUIDELINES FOR RENTERS AND CONDO CHECKERS

- Water damage is the main source of issues that require good understanding of how to protect yourself and your downstairs neighbor if you are on the second floor.
- Hot Water tanks should be turned off when vacating the premises for greater than a one-week period. Also, close valves to both the input and output sides of the tank.
- Your hot water tank should have an overflow basin with an outlet connected to a drain. If you do not, it is highly recommended you have one installed. Test the drain prior to your departure by pouring a small amount of water into the basin to ensure it works properly. This will protect you and especially your lower unit neighbor of the hot water tank ever does develop a leak.
- How old is your hot water tank? The main board of Heritage Oaks has suggested that second floor units have their water tanks changed out every 8 – 10 years.
- Your outside main water valve should be closed when vacating the premises for over one week. Second floor units should have a secondary valve as well inside their unit. Do not plug your sinks to avoid insect issues with a dry trap over the vacated period. There have been issues where a tap is left open when the main valve is off and by accident the main valve gets turned on with these plugs still in place.
- You're A/C or humidifier units also need to be checked to ensure the condensate drains are not plugged during your absence. You can pour bleach or white vinegar down the drain to keep it clear from insects and webs. Your condo checker should do this on every visit. There are also water moisture detectors that can be installed in your units that will turn off the A/C when it senses a water issue within the unit itself. A good idea for the second-floor units as the damage caused by this defect mainly hurts the lower neighbor.
- These two systems being part of your condo checkers list of mandatory items will go a long way to avoid issues upon your return. Insurance claims take time and effort that you did not plan on when you come to enjoy other things.
- Also, having your checkers during their visit turn on the water and run the taps and flush the toilets should suffice to keep the drain traps with water. They must then turn off the water upon their departure. Have them send you an email on their visit and validate what they did to protect you and your neighbor. We certainly pay them enough, so that should not be a problem.
- There may be some more good practices out there worth sharing to our association. Feel free to drop a note to Sunstate or get in touch with the board members so we can add good ideas.



Sarasota County Fire Department

To: Apartment Managers and Condominium Associations

RE: Storage and Use of Propane on Porches, Balconies, Breezeways, or Lanais

It has come to my attention that propane cylinders are being used and stored on porches, balconies, and breezeways. This activity is a life safety hazard to the occupant and his or her neighbor(s). Per the Florida Fire Prevention code, sixth edition:

**10.10.6.1** For other than one- and family dwellings, no hibachi, grill or other similar devices used for cooking, heating, or any other purpose, shall be used or kindled on any balcony, under any overhanging portion or within 10 ft (3m) of any structure.

**10.10.6.1.1** Listed electric portable, tabletop grills, not to exceed 200 square inches of cooking surface, or other similar apparatus shall be permitted.

**10.10.6.2** For other than one - and two - family dwellings, no hibachi, grill, or other similar devices used for cooking shall be stored on a balcony.

In order to maintain a safe environment for the Lessee and their neighbor(s), the cylinders must be removed from the structure as soon as possible. Failure to comply could result in non-compliance fees.

Thank you for your assistance in this matter. Should you have any questions please contact my office at (941) 861-2290.

Serving our Community with PRIDE  
Professionalism, Responsibility, Integrity, Devotion to Duty, Excellence  
phone # 941-861-2290 Fax# 941-925-74n

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I, hereby verify, that my Lessee / Guest has read and understands all paperwork provided in this welcome packet and as the Owner of the residence accept all liability.

Date: \_\_\_\_\_

Owner Name (Print): \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Please submit all paperwork to [TeamMember5@sunstatemanagement.com](mailto:TeamMember5@sunstatemanagement.com)

Please Return the Signature Page, after you review this material, with the Application

Association Website: [www.MyVerandaVII.com](http://www.MyVerandaVII.com)