

NAUTICA SOUNDVIEW CONDOMINIUMS

Welcoming Committee



NEW RESIDENT ORIENTATION



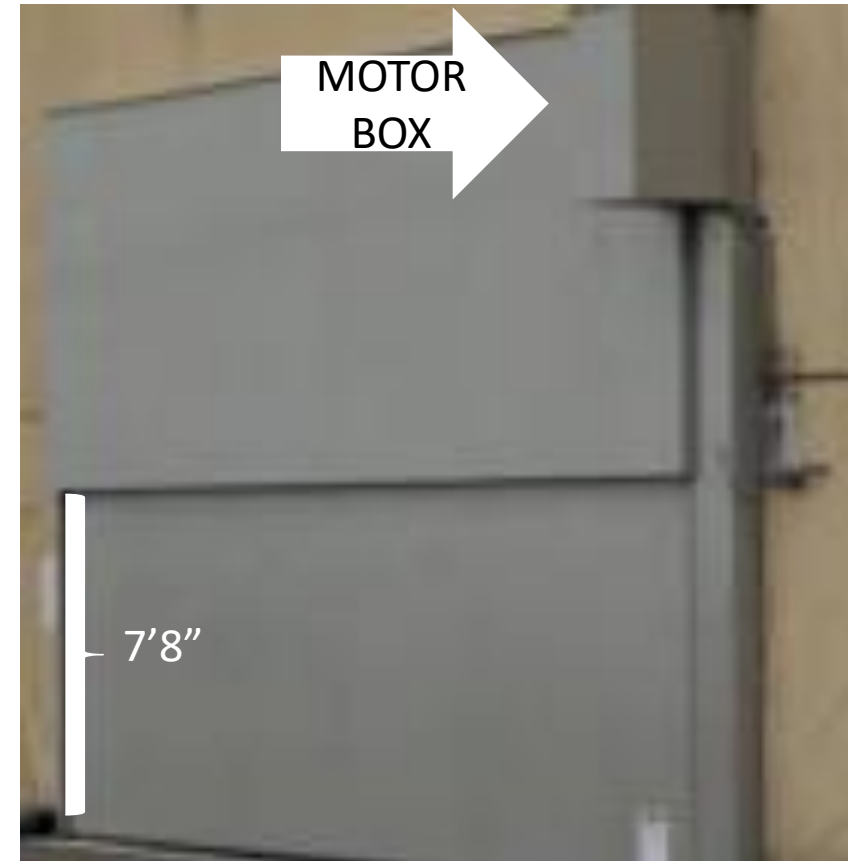
Overview



- Moving In or Out
- Fitness Center
- Garbage and Recycling
- Garage, Parking, and Towing
- Pets and common areas
- Lobby
- Roof deck
- Exterior – Window coverings, signs, etc
- Fire Prevention (Smoking, grills, evacuation)
- Board Approval

Moving In or Out

- Moves should be conducted through the alley using Door 3. There is a hold button in a box next to the door. Press the green up button and once the door is at the top, press the RED HOLD BUTTON. To release the hold button, turn it to the right. Instructions are by the door.
- You are responsible for security. Garage doors should not be left unattended while open.
- Do not block the alley doors for others.
- The parking strip behind the building does not belong to the Association so may not be used for PODS.
- Trailers are not allowed in parking stalls.
- The door height is 7'8". Watch your movers to ensure they do not damage doors, motor boxes, or power wires.





Keys available for purchase at Port Gardner Property Management Office - \$5 each

Fitness Center A Building



- Getting In – Check that key works in the door handle. (Room 211)
- Equipment – Clean after use. Locate the television remote.
Do not remove or add items without the Board's authorization.
- Hours – Observe the hours posted on the door.
- Closing – turn off all lights, TV, lock doors and windows.

Garbage and Recycling



- Garbage is for normal household garbage. Large items and remodeling refuse should be taken to the county dump or donated to Value Village, Goodwill, etc.
- Use the proper recycle bins.
 - Newspaper can be commingled with mixed paper. No shredded paper.
 - All bottles, cans, and plastic can be commingled.
 - Remove caps from bottles, and rinse bottles, jars, and containers.
- Please pick-up any items you drop on the floor.
- Trash service comes on Monday, Wednesday, and Friday. Recycling bins are emptied on Tuesdays.



Nautica Soundview Condominiums website at
<https://www.nauticasoundview.com>



Resident Authorization Form

Name of Property:

Address:

- By signing this form, you are hereby authorized to call Mary's Towing if there is an unauthorized vehicle in your reserved parking space.
- When calling Mary's Towing out to the property, you **MUST** show the Tow Truck Driver your photo ID and proof of your assigned space. *If you do not have these items, unfortunately Mary's Towing will not be able to remove the vehicle.*
- If you choose to call Mary's Towing to have a vehicle impounded from your reserved space, **you take on the responsibility of appearing in court if there is a court summons.**
- If the impound is found unjustified by the court, Mary's Towing shall return to the vehicle owner all impound fees which were collected at no cost to the resident. If you do not appear in court, and the impound is found unjustified, it will be **your responsibility** to pay for all costs ordered by the court. (Impound fees, court fees, etc.)

RESIDENT INFORMATION: *Please print clearly, this is required to be added into our system*

Name: _____ Name: _____

Unit #: _____ Unit #: _____

Parking #: _____ Parking #: _____

Carport / Uncovered Space / Garage (circle one) Carport / Uncovered Space / Garage (circle one)

Phone Number: _____ Phone Number: _____

Signature: _____ Signature: _____

Management Signature: _____ Date: _____

Garage, Parking, and Towing



- Park only in your own assigned space. Owners are authorized to tow your vehicle if parked in the wrong spot.
- Ensure vehicle fluids do not leak on the garage floor. You are responsible for clean-up; and can be fined and assessed for damage.
- No car-washing in the garage.
- Do not leave your garage remote or other valuables in your vehicle. Recommend using a wheel locking device.

In order to tow a vehicle parked in your stall you must complete the Towing Authorization Form on the website and return it to Port Gardner management who will send it to Mary's Towing. Or a board member can authorize.

must be present to authorize the tow.

Pets and Common Areas



- Pets will not be allowed in the Common Elements unless they are on a leash and are being walked to or from the unit to a public road.
- Pets must weigh less than 25 lbs. Dogs and cats must be licensed. Service dogs must be reported to the Board of Directors. The Board may ask for documentation if a disability is not readily apparent.
- Owners must promptly pick up any waste matter left by a pet. Digging in flowerbeds and planters is not allowed, and the owner shall immediately fill any holes and fix any damage caused by pets.
- Pet litter boxes, pads, and potties are not allowed on decks.
- Common areas are for the enjoyment of all owners. Courtyards are no longer to be used as pet relief areas as of March 31, 2020.
- Pet-sitting as a business is prohibited within our buildings.
- Pets are limited to two per unit except for small caged animals such as birds. July 4, 2019





Lobby



- Prevent Tailgating. Don't let others into the building unless you know them. It's okay to hold the door for others you recognize as residents. No propping of doors unless they are attended.
- Use recycle bins for junk mail.
- Check area for packages. Most mail services are able to access the building. UPS usually delivers packages right to your door.
- Callboxes may be programmed with your telephone number so you can let visitors in remotely. Contact management to be added.

ROOFTOP DECK

Roof Deck



- No fireworks of any kind.
- Stay within the railed area.
- Do not feed the birds or leave food items behind.
- Do not smoke on the deck.
- Do not throw things from the deck.
- Remove your garbage, beer cans, bottles, etc.
- Do not remove or donate furniture items without permission of the board.



Window box air conditioners are not allowed.



Exterior



- Window coverings (blinds, shades, drapes) must be white.
- Do not display signs in the windows.
- Do not attach items to the patio walls, ceilings, or railings.
- Antennae and satellite dishes are authorized in the limited common area deck adjacent to the owner's unit as long as they are not attached to the building or deck railing (see declarations section 10.13). Board approval may be required (see declarations.)
- Air conditioners that sit in or on the window or attach to the building are not allowed.

Fire Prevention



- Smoking is not permitted in common areas or within 25 feet of the entrances.
- Gas and charcoal grills are not permitted on the unit balconies or in the common areas. Electrical grills are permitted.
- Evacuation – When the fire alarm sounds, check your door handle for heat before exiting. If the handle is not hot, check the hallway for fire or smoke. There are stairwells at each end of the floor. Use the one that does not have a presence of fire or smoke. Exit away from the building and gather across the street from the main entrance. Do not re-enter until the fire department gives the all-clear.

TREAT ALL FIRE ALARMS AS THE REAL THING!



Board Approval Required



- Before changing the flooring to hard-surfaced flooring such as wood, tile, or laminate.
- Before making repairs to the deck attached to your unit.
- Before shutting off the building water supply.
- Before removing or leaving patio furniture in the common areas.
- Before removing or leaving fitness equipment in the fitness center.
- Before making structural changes to the walls in your unit, or the electrical or plumbing systems.