



Swim & Racquet Club House Rules

Revised and updated May 2023

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I. Membership

A. Membership Requirements

All verifiable full-time residents of Baybridge are eligible for membership in the club. Children of said residents who live here are also members.

- i. The term “resident” does not include any of the following:
 1. a babysitter;
 2. nanny;
 3. housekeeper;
 4. maid;
 5. live-in help of any kind; or
 6. a relative, friend, boyfriend or girlfriend of an owner no matter how long the duration of the visit, if said relative or friend maintains a permanent residence in another location.
- ii. An owner who subsequently leases his/her unit must return all fobs previously issued to them before his/her tenant may obtain a membership pass.
- iii. Units owned by a corporation shall not be entitled to more than two club passes.
- iv. Proof of full-time residence for a homeowner include any of the following:
 1. a valid Baybridge property deed
 2. driver’s license showing applicant’s address;
 3. bank statement showing applicant’s address.
- v. Proof of full-time residence for a renter include any of the following:
 1. a valid Baybridge property lease agreement.
 2. driver’s license showing applicant’s address;
 3. bank statement showing applicant’s address;
- vi. Proof of full-time residence for a family: An immediate family member of a homeowner or tenant (for purposes of this rule, an "immediate family member" includes only a parent, spouse, child or spouse's child by a former marriage) claiming to be full-time resident of Baybridge must demonstrate as follows to the satisfaction of the Baybridge Homeowners Association (the “HOA”) or its representative in order to be afforded membership:
 1. a library card or school program showing the child's address in Baybridge;
 2. a driver’s license showing applicant’s address;
 3. a bank statement showing applicant’s address.

B. Membership Registration

1. A new resident must make an appointment with the clubhouse general manager.
2. An application will be filled out.
3. When accepted for membership, a resident and his/her immediate family members above the age of 2 who satisfy the ID requirements will be issued a digital photo identification card on file.
4. The HOA Board of Directors, whose decision will be final, will rule upon all questions of membership eligibility.

II. General In-House Rules

1. **Clubhouse Entry:** Upon entering the clubhouse, a member must scan their fob to check in.
2. **Use of Clubhouse and Other HOA Facilities at User's Own Risk:** All persons using any facilities under the HOA's jurisdiction as set forth in the charter, including but not limited to the Clubhouse and its surrounding area; the outdoor pool, kiddie pool and their surrounding deck areas; the outdoor basketball court; the tennis courts; Brian Crescent Park; and three mini-parks (collectively, the "HOA Facilities") do so at their own risk. The HOA and its Board of Directors assume no responsibility, direct or indirect, for any personal injury or property loss resulting from use of the HOA Facilities.
3. **Resident Liability:** Residents are responsible for any and all property damage to the HOA Facilities or personal injury to other attendees at any of the HOA Facilities caused by the intentional act or omission or negligence of said resident, his/her immediate family member or his/her guest.
4. **Lockers:** Day Use Only; Responsibility for Personal Property: Lockers are available free of charge on a daily, first come, first serve basis. **Members are strongly advised to leave all valuables** (including: wallets, watches, jewelry, etc.) **at home**. If a member cannot observe this practical suggestion, the member is strongly advised to secure his or her personal property. Neither the HOA, nor its agent, is responsible for loss of any member's personal property. Any lock that is used to secure a member's personal property that is left locked in a locker overnight may be cut off without liability to the HOA or its agents.
5. **First Aid:** First aid is available at the clubhouse and outdoor pool. All personal injuries sustained on the premises must be reported immediately to the lifeguard on duty, the front desk attendant or the clubhouse manager-on-duty.
6. **Food and Beverages:** Food and beverages are permitted in designated areas only. No alcoholic beverages are permitted in the HOA Facilities (except for special party gatherings hosted by the HOA). Glass is strictly prohibited in the indoor and outdoor pool areas. Check with the front desk for specific details. Please clean up after yourself.
7. **Smoking or Vaping:** Smoking or Vaping of any kind is strictly prohibited in all HOA Facilities and any areas within 25 feet of the Clubhouse.
8. **Pets:** Pets are not permitted in the HOA Facilities with the exception of Brian Crescent Park and the three mini-parks. All pets need to be on a leash at all times. All dog owners need to clean up after their dog. Service dogs are allowed. Comfort dogs would need to show proper documentation and be registered on file.
9. **Card Playing:** Card playing for money in the clubhouse or outdoor pool area is allowed for anyone over 21. Players must supply their own playing cards.
10. **Club Attire:** Proper attire is required in the HOA Facilities at all times. Shirts must be worn in the clubhouse. Bathing suits and stocking or bare feet are not permitted beyond the pool areas and locker rooms. Sneakers must be worn in all exercise areas at all times. The clubhouse manager-on-duty has the authority to enforce the dress code.
11. **Children:** No child under the age of 16 is permitted on the clubhouse premises without an accompanying parent, guardian or adult. Children under 16 are not allowed in C-Level even with an adult.

III. Guests

1. A “guest” is someone who is not a resident.
2. A clubhouse member is responsible for the behavior of his/her guests at all times.
3. A guest is required to be accompanied by a clubhouse member and is subject to the same clubhouse rules, regulations and policies as his/her clubhouse member host.
4. **A clubhouse member must accompany his/her guest for the full duration of their stay at the clubhouse.**
5. The HOA Board of Directors or the clubhouse manager-on-duty may limit the number of guests that a club member may have at any time.
6. Each Unit is allowed 4 guests. A clubhouse unit member planning to host more than 4 guests at any one time must request permission of the clubhouse manager-on-duty at least 48 hours prior to the time that the guests are expected.
7. A waiver should be on file for every guest who uses the facility.

A. Babysitters

1. A babysitter must be at least 16 years of age.
2. A babysitter may not be responsible for more than 3 children at one time and must always remain with their party.

B. Personal Trainers

Personal trainers and swimming instructors must submit to the clubhouse manager-on-duty proper certifications and insurance naming the HOA, the HOA management company and the clubhouse management company as additional insured. All personal trainers must pay a guest fee when entering the clubhouse to train. (*see guest fees*).

IV. Great Room:

1. Residents are welcome to enjoy the Great Room in a manner that does not disturb fellow residents from enjoying the Great Room, including but not limited to residents attending classes sponsored by the HOA. Children are prohibited from running or raucous playing in the Great Room. The Great Room must be left in the condition that the member found it (e.g., if a member has moved a chair, he or she should return it to its original place). A resident may reserve the Great Room for his/her exclusive use for parties and the like for a fee and in accordance with the terms and conditions set forth in the Great Room Reservation Policy.
2. No resident is allowed to cook or use the oven/stove in the kitchen.
3. Residents should not congregate in the kitchen area.
4. For renting of Great Room, please contact management.

V. Baby Carriages, Strollers and Playpens: Baby strollers and carriages are permitted in the outdoor pool area only and are prohibited in all areas of the clubhouse or its facilities. Check with the front desk for details. Playpens are not permitted in any area of the clubhouse or its facilities or the outdoor pool area.

- VI. Radios:** Use of radios without earphones is strictly prohibited anywhere in the clubhouse or its facilities or the outdoor pool area, except as directed by the clubhouse management staff for certain group use.
- VII. Hair Dye:** Hair dye is not permitted in locker rooms, bathrooms or anywhere in the clubhouse.
- VIII. Conference Room:** Conference room is only available for use for Condo I, Condo II, Condo III and HOA affairs. Any other use must be approved by the HOA Board.
- IX. Aerobic Room:** Use of room is reserved for fitness classes. Any resident who wants to use the room must request approval from the manager on site. No children under 16 are allowed in room without a parent. No children under the age of 16 can use the weights and any other equipment in room.
- X. Cleanliness:** All residents and guests who use the gym must clean up after themselves. Anyone found not doing this, can be subject to a suspension and a fine.
- XI. Clothes Washing and Drying Prohibited:** Clothes are prohibited to be washed in the bathroom sinks. Absolutely no clothes drying is allowed in the Sauna or on Sauna rocks. This is a fire hazard. Anyone found doing this can be subject to a suspension and a fine.
- XII. Soliciting:** No Resident or guest of the Properties shall pass around any advertisements, petitions, etc. in the Clubhouse, outdoor pool and tennis courts. Any advertisement can be posted in the bulletin in the clubhouse with manager's approval.
- XIII. Conduct:** Everyone who enters the clubhouse deserves to be treated with respect. Any disturbances, use of profanity, unacceptable and disrespectful behavior is not allowed and may lead to a suspension and penalties.
- XIV. Brunch:** Brunches are scheduled when outdoor pool season is not open. Contact clubhouse manager for more information. No attendees are allowed to reserve seats. All attendees must be considerate with portions. Residents are encouraged to enjoy brunch in the Great Room.
- XV. Skating:** There is no skating of any kind permitted anywhere in the clubhouse or in any of our three mini parks, Brian Crescent, Michael Court and the Children's playground and the Gazebo.
- XVI. Photography and Videography:** All photography and videography must receive prior approval from the Board.
- XVII. Exercise Equipment:**
1. There is a 30-minute limit on use of cardiovascular machines when someone is waiting. Sign-up sheets are provided for which a member should note his or her name and the time of sign-up. After 30 minutes following sign-up, the waiting member is entitled to use the machine in question. In the event of a dispute, club management will resolve it.
 2. Members must wipe down all machines after use.
 3. Members must return all weights to their proper location after use.

XVIII. Pool, Locker Rooms, Jacuzzi, Steam Room and Sauna

A. Pool Regulations Regarding Children:

- i. An adult must accompany children who need floatation devices at all times in the pools.
- ii. Non-toilet trained children must wear swim diapers at all times in the pools. Bathing suits are required at all times.
- iii. All diapers must be changed in the locker rooms or family bathroom located on the 2nd floor.
- iv. A Lifeguard may perform a swimming test to any child to ensure what areas they can safely swim. A swim will be required for safety if needed.
- v. A parent or babysitter must accompany any non-swimming child in the pool.

B. Locker Room Regulations Regarding Children: No boy over the age of 4 is permitted in the women's locker room and no girl over the age of 4 is permitted in the men's locker room. To get to the outdoor pool, the main lobby back door can be used to access the pool. A family bathroom is located on the 2nd floor. Please lock door when in use.

C. Jacuzzi, Steam Room and Sauna Regulations Regarding Children:

Children under the age of 12 are not permitted in the Jacuzzi, steam room or sauna.

D. Diving and Other Prohibited Conduct: Diving in any of the pools is strictly prohibited. Running, horseplay and other irresponsible behavior is strictly prohibited. Failure to comply with these rules is cause for temporary suspension of club use, including immediate expulsion from the premises for the day on which the offense occurs.

E. Jacuzzi, Steam Room and Sauna Regulations:

- i. A bathing suit must be worn at all times in the Jacuzzi, steam room and sauna.
- ii. Bathing of one's self in the Jacuzzi, steam room or sauna is prohibited.
- iii. Shaving in the Jacuzzi, steam room or sauna is prohibited.
- iv. Use of lotions of any kind in the Jacuzzi, steam room or sauna is prohibited.
- v. Drying of any clothes on sauna rocks or anywhere in sauna is prohibited.
- vi. Any violation of the aforementioned rules will result in a fine and/or suspension of club privileges.

F. Board of Health Rules:

- i. All bathers are required to shower before entering any of the pools, Jacuzzi, Sauna and steam room.
- ii. A person with shoulder length hair or longer should wear a swim cap in any of the pools or Jacuzzi.
- iii. Entry into any of the pools or the Jacuzzi when a lifeguard is not present is strictly forbidden.

- iv. A person with an open sore or lesion is not permitted to use any of the pools, Jacuzzi or sauna.

G. Lifeguards: The lifeguard on duty at any of the pools is in complete charge of that area. Any issues in the pool area should be directed to the lifeguard.

H. Lounge Chairs: Lounge or other chairs in the pool area cannot be reserved at any time. Lounge chairs should not be dragged or positioned in another area without permission from management. Lounge chairs should not be placed in walkways to have clear pathways for emergencies and to prevent tripping hazards.

XIX. Guest Fees and Passes

All fees are subject to change without notice and will be charged regardless of length of stay. Guest passes must be used with a member.

Current Guest Fees:

- i. Gym "C" Level: \$15.00/per person on weekday | \$20.00/per person on weekend
- ii. Pool: \$5.00/per person on weekday | \$20.00/per person on weekend
- iii. Indoor Courts: \$5.00/per person on weekday | \$20.00/per person on weekend
- iv. Tennis Courts: \$10.00/per person on weekday | \$20.00/per person on weekend
- v. Aerobics Classes: \$15.00/ per person on weekday | \$20.00/per person on weekend
- vi. Holidays: \$40.00 per person
- vii. Babysitters or attendants: \$5.00/per person on weekday | \$20.00/per person on weekend
- viii. Great Room Fee: Free on weekday or weekend, as long as no event is scheduled.
- ix. Brunch only: \$10.00/per person
- x. Bingo Night: \$5.00/per person
- xi. Movie Night: \$5.00/per person
- xii. **Personal Trainers/Swim Instructors:** \$15.00/ per person on weekday | \$20.00/per person on weekend

All guests under 5-years of age can enter the Clubhouse free of charge when accompanied by a member.

A guest book with 12 passes: \$50.00/per book (a value of \$60.00) can be purchased at clubhouse.

Permanent Guest Passes: A single occupant in any size unit (homeowner or tenant) who has qualified for club membership will be issued one permanent guest pass, which may be used when a guest is accompanied by the member. A guest cannot enter if member is not present.

XX. Tennis, Racquetball, Basketball, Ping-Pong and Pickleball

A. Tennis, Racquetball, Ping Pong and Pickleball Rules

- i. All persons on the courts must wear proper attire.
- ii. Shirt, shorts or pants must be worn at all times.
- iii. Sneakers must be worn at all times.
- iv. Court time may be reserved by phone, 718-352-2131. Reservations should be done 24 hours in advance.
- v. No food, smoking, or alcoholic beverages are allowed on the court at any time.
- vi. Management reserves the right to close the tennis facility or any portion of the facility for special events or as may be needed for repairs and/or cleaning.
- vii. Only members are permitted to reserve court times.
- viii. Unsupervised children, bicycles, roller-skates, skateboards and strollers are prohibited on the court
- ix. Outdoor basketball hoops can only be moved by management.
- x. Basketball can be borrowed when providing a unit number. Must be returned after use.

B. Tennis Court Reservation Procedures

1. No one may enter the courts without first registering at the front desk. If not registered, play can be halted at any time so that identification can be proven.
2. After checking in at front desk resident will receive a tennis key and pass.
3. All guest fees must be paid before play starts.

C. Tennis Court time reservations

1. Restricted to 1 hour per day of singles or two hours of doubles and can be booked up to 1 week in advance.
2. Free court time can be reserved 2 hours beforehand by member, even persons who previously played in the morning, but not consecutive hours, when the court is not booked at that hour.
3. A court reservation is held 15 minutes past the hour. You must call to cancel a reservation. If three no shows are documented, the member will lose the privilege of pre-booking a court time.
4. Booking court time under a false name is not acceptable.
5. Two people cannot reserve two hours of back-to-back time to play singles against one another, but player A and player B can play for 1 hour and then either player can play with player C the following hour, i.e. Rob plays Jim at 10am, Joe has the court at 11am and invites Rob and Jim to play.
6. The final decision in any dispute rests in the hands of the club manager.
7. At the beginning of the tennis season, play times will be posted.
8. A signup sheet will be available during the tennis season.
9. Any breakage of these rules will result in loss of court time and clubhouse privileges.
10. Proper attire must be worn on the court. Must wear shirts.

11. The courts must be swept after play before the next players can enter the court. Players must clean up after play. This includes cups, ball cans, balls, paper, water bottles etc.
12. Must bring your own equipment.

D. Basketball, Ping Pong and Pickleball Reservations and Regulations

1. All persons on the courts must wear proper attire.
2. All players entering the court must wear shirts and white-soled sneakers.
3. Dribbling basketballs throughout the clubhouse is prohibited.
4. When booking a court, the receptionist must be notified that the court is being booked for basketball.
5. The outdoor recreational area is closed during the winter. The closing date is subject to change.
6. Courts should be reserved for an hour and only can be used again if no other resident is waiting for it.
7. Basketball, ping pong rackets, ball and pickleball net can be provided upon request at front desk. Must provide unit number for use. Pickle ball rackets are not available.

XXI. Aerobic Room

For the safety of all participants, members are asked to review and follow these basic policies:

1. Please wear appropriate footwear.
2. Participation in the warm-up and cool-down sections are highly recommended.
3. Follow the instructor's movements and directions. Please ask for modification if needed.
4. Keep conversation to a minimum during class.
5. Leave all gym bags, purses, coats, etc. away from main area of workout.
6. Keep moving during the cardiovascular section of the class.
7. Keep track of your heart rate.
8. No one under the age of 16 is allowed in the aerobics room during a class.
9. Due to the size of the aerobics room, no more than 10 people can take each class.
10. If you are late to class, please take a spot in the back of the room.

XXII. Mini Parks and Playgrounds

1. In addition to their responsibilities to govern and maintain the clubhouse and its adjacent sport and recreational facilities, the Board of Directors of the HOA has been charged with the maintenance of the community's three mini parks.
2. The largest park is Brian Crescent. The Gazebo Park is across from the Clubhouse. The third mini park connects Robert Road with Michael Court located in Condo 3 area.
3. These facilities were designed to offer space to the residents of our community. The landscape is delicate and should not be abused.
4. Two-wheel bicycle and skateboard riding, roller-skating, or irresponsible behavior are strictly prohibited within the confines of our HOA areas.

5. The playground area adjacent to the Gazebo is recommended for children ages 8 or younger.
6. All three mini parks, the recreation area and the gazebo close at 9:00 pm.
7. The parking lot recreational area is open to all ages. This area is set up for activities at designated times. Parking in the area is prohibited when outdoor court is open. Signs are posted. Violators are subject to a fine, stickered, or towed.
8. Residents must supply their own equipment for the outdoor recreational area.

XXIII. Clubhouse Parking Lot Hours

1. Parking in front of the Clubhouse is not permitted. It needs to be cleared for emergencies and emergency vehicles. Violators are subject to a fine, stickered, or towed.
2. If the gates are up in the parking lot adjacent to the Clubhouse, there is NO PARKING. Residents moving or removing any gates will be subject to fines.
3. **Spring Hours (March 31st through Memorial Day)**
 - i. Parking is not permitted Monday through Friday from 1:00 pm to Dusk.
 - ii. Parking is not permitted Saturday, Sunday, and Holidays, from 10:00 am to 5:45 pm.
4. **Summer Hours (Memorial Day through Labor Day)**
 - i. Parking is not permitted Monday through Friday from 11:00 am to 9:00 pm.
 - ii. Parking is not permitted Saturday, Sunday, and Holidays, from 10:00 am to 7:00 pm.
5. **Fall Hours (Labor Day through December 1st)**
 - i. Parking is not permitted Monday through Friday from 1:00 pm to Dusk.
 - ii. Parking is not permitted Saturday, Sunday, and Holidays, from 9:00 am to 5:45 pm.
6. **Winter Hours (December 1st through March 31st)**
 - i. The parking lot is open for resident parking at all times.
 - ii. If a snow storm is expected, the parking lot will be closed for snow removal.

XXIV. Homeowner Fees

1. All homeowners have a monthly common charge. Ask the Manager-on-duty for the current HOA fees. There is an initial Capital Contribution Fee for all homeowners, an initial fee for rentals and renewal leases.
2. Anyone in arrears will be denied use of club facilities and their club ID will be temporarily voided until the account is cleared. Membership is frozen and residents are in arrears when the HOA fees are past due for one month or more.
3. Baybridge of Bayside is composed of three condominiums (Condo I, Condo II and Condo III), each with its own Board of Managers, elected by the homeowners of each section. In addition, the homeowners from all three sections duly elect a Board of Directors who is accountable for the administration of the Homeowners Association. The Homeowners Association (HOA) includes the Clubhouse and the three mini parks.

HOA	718-352-2131
Condo 1	718-352-3530
Condo 2	718-352-9825
Condo 3	718-352-7270

XXV. Violation of the Rules

1. The Baybridge Homeowners Association Board reserves the right to change or amend the policies stated herein at any time without prior notice in order to maintain high community standards.
2. The HOA Board of Directors and the club manager shall have final determination as to the clubhouse and recreational facilities rule applications. Violations of club rules or policies may cause a suspension of members' privileges or fines.
3. Homeowners must be current in their payments of the HOA membership dues. The HOA Board of Directors may suspend club membership privileges for homeowners or their tenants as well as levy monetary penalties on homeowners who are in arrears.
4. Use of the Clubhouse and Recreational Facilities during any other than designated hours is strictly prohibited.
5. Use of profanity or other unacceptable behavior may cause a suspension and penalties.
6. Suspension and Fines: While on the premises of an HOA Facility, a resident, his/her immediate family members and his/her guests must comply with the rules and regulations of the clubhouse. Failure to do so may result in a fine and suspension from clubhouse privileges. In the event an Owner, resident, guest or family members violate rules and regulations governing the HOA Facilities and the Common Properties under the management of the HOA (included but not limited to the Clubhouse, Outdoor Pool, Parking Lot and surrounding facilities,) they shall be subject to the imposition of the following fines and/or suspension:
 - i. First Violation: Verbal and/or written warning to both homeowner or resident if it is a renter.
 - ii. Second Occurrence: Suspension up to 30 days.
 - iii. Third Occurrence: 30 days suspension and a \$100 fine for each occurrence.
7. The Board will always provide a hearing if a suspension or fine is in question for every resident.
8. If the severity of the behavior causes an immediate danger to other residents such as physical harm or damage to property, person or persons will be subject to an immediate suspension and/or fines. Such person or persons will not be allowed on premise until further notice.