

Prepared by and return to:

Anne M. Malley, Esq.  
Anne M. Malley, P.A.  
36739 State Road 52, Suite 105  
Dade City, FL 33525

INSTRUMENT#: 2019544138, O BK 27203  
PG 296-313 12/19/2019 at 11:33:21 AM,  
DEPUTY CLERK: BKING Pat Frank, Clerk of  
the Circuit Court Hillsborough County

**CERTIFICATE OF RECORDATION  
ARCHITECTURAL RULES, GUIDELINES & STANDARDS  
OF  
VALRICO POINTE MASTER ASSOCIATION, INC.**

**NOTICE IS HEREBY GIVEN** that the attached Architectural Rules, Guidelines & Standards of Valrico Pointe Master Association, Inc. and Paint Color List for Valrico Pointe Master Association, Inc., whose Declaration of Covenants and Restrictions for which is recorded at O.R. Book 13004, Page 1397, of the Public Records of Hillsborough County, Florida, and as amended was duly approved in the manner required therein at a meeting held on November 14, 2019.

**VALRICO POINTE MASTER  
ASSOCIATION, INC.**

(Corporate Seal)

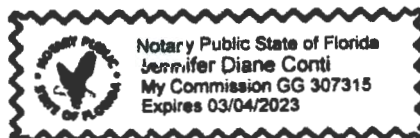
By: Cara Drake  
President

Attest: Robert T. Infante  
Secretary

STATE OF FLORIDA  
COUNTY OF HILLSBOROUGH

On this 18 day of December, 2019, personally appeared before me, Cara Drake, President, and Robert Infante, Secretary, of Valrico Pointe Master Association, Inc., who are personally known to me or produced \_\_\_\_\_ as identification and who did take an oath.

Jennifer Diane Conti  
NOTARY PUBLIC  
State of Florida at Large  
My Commission Expires:



**Valrico Pointe Master  
Association, Inc.**

**Rules, Guidelines & Standards**

*Adopted by the Board of Directors of the Association on:*

***November 14, 2019***

*\*This document supersedes the Rules, Guidelines & Standards previously adopted by the Board of Directors of the Association on **November 28, 2018** and reflects changes to formatting, minor changes to the Submission and Review of Applications on pages 2 and 3, minor changes to Exterior Paint on page 6, and clarifications to Trash on page 15 of this document.*

# **TABLE OF CONTENTS**

<b>Topic</b>	<b>Page</b>
OBJECTIVES.....	1
INTRODUCTION.....	1
MODIFICATIONS REQUIRING COMMITTEE APPROVAL .....	2
SUBMISSION AND REVIEW OF APPLICATIONS.....	2
SPECIFIC ARCHITECTURAL GUIDELINES.....	3
ADDRESS NUMBERS.....	4
AERIALS, TELEVISION ANTENNAS AND SATELLITE DISHES .....	4
BOATS AND VEHICLES .....	4
CLOTHES LINES .....	5
DECKS AND PATIOS.....	5
DOORS/WINDOWS .....	5
DRIVEWAY AND WALKWAYS.....	4
EXTERIOR PAINT .....	4
FENCES.....	6
FIRE PITS AND BARBEQUE PITS.....	7
FLAGS.....	7
FOUNTAIN .....	7
GARAGE.....	7
GUTTERS .....	8
HOLIDAY DECORATIONS.....	8
HOT TUBS OR SPAS (FREE STANDING).....	8
HURRICANE AND STORM SHUTTERS.....	8
LANDSCAPING/TREES/TURFGRASS.....	8
LAWN ORNAMENTS OR YARD ART .....	10
MAILBOXES.....	10
MULCH.....	11
OUTDOOR GATHERING STRUCTURES (e.g. Gazebos or Pavillions).....	11
PLANT BEDS .....	11
RAIN BARRELS .....	12
RECREATION EQUIPMENT .....	12
SCREENED ENCLOSURES .....	12
SHRUBBERY .....	13
SIGNAGE .....	13

STORAGE .....	13
STRUCTURE .....	13
SWIMMING POOLS .....	13
TEMPORARY NON-STRUCTURAL TENTS, CANOPIES, COVERS.....	14
TEMPORARY STORAGE UNITS .....	14
TRASH .....	14
UTILITY BUILDINGS .....	14
WINDOW TREATMENTS.....	13

## OBJECTIVES

These Rules, Guidelines and Standards (“Guidelines”) are promulgated by the Board of Directors of the Valrico Pointe Master Association, Inc. (the “Association”), and they outline the minimal rules, standards and guidelines for the development, construction, or placement of any exterior improvement on a Lot, including, but not limited to, any structure, building, paving, walkway, driveway, sign, landscaping, or fence. These Guidelines are established for members of the Architectural Review Committee (the “ARC”) and homeowners in maintaining and enhancing the Valrico Pointe community and are supplemental to the Declaration of Covenants, Restrictions, Limitations and Conditions of Valrico Pointe Development, as originally recorded at O.R. Book 13004, Page 1397, of the public records of Hillsborough County, Florida, as the same have been amended or supplemented from time to time (the “Declaration”).

The special objectives of these Guidelines are:

- To provide uniform rules, guidelines, and standards for the ARC to follow in reviewing homeowner applications for Lot improvements.
- To assist homeowners in preparing and submitting applications for Lot improvements to the ARC that satisfies the standards of design quality in the Valrico Pointe community.
- To increase homeowner’s awareness and understanding of the Declaration.
- To illustrate basic design principles that will aid homeowners in developing Lot improvements.

## INTRODUCTION

All residents benefit from the planning and design that have been an important part of the development of the community.

Section 10 of the Declaration provides the Association with architectural control rights and authorizes the Board to establish the ARC. The purpose of the ARC is to review all proposed Lot improvements to ensure they blend architecturally with structures located on other Lots in the community, protect the property values of other Lots in the community, and maintain the quality of design, materials, and workmanship in the community. Pursuant to the Declaration, the Association may adopt, promulgate, rescind, amend, and revise reasonable rules and regulations setting forth architectural standards.

The purpose of architectural control is to assure residents that the standards of design quality, materials, and construction in the community will be maintained. This, in turn, protects property values and enhances the community’s overall environment. **IN THE EVENT A PROPOSED STRUCTURE, IMPROVEMENT, MODIFICATION, ADDITION OR ALTERATION IS NOT SPECIFICALLY ADDRESSED OR AFFIRMATIVELY PERMITTED IN THE DECLARATIONS OR THESE GUIDELINES, THEN SUCH PROPOSED STRUCTURE, IMPROVEMENT, MODIFICATION, ADDITION OR ALTERATION SHALL BE DEEMED PROHIBITED BY THE DECLARATIONS AND THESE GUIDELINES AND SHALL NOT BE MADE, ERECTED, CONSTRUCTED OR INSTALLED ON ANY UNIT WITHOUT THE EXPRESS WRITTEN APPROVAL OF THE ARC BASED UPON A REQUEST SUBMITTED BY THE HOMEOWNER, FOLLOWING GUIDELINES STATED BELOW IN THE SECTION ENTITLED: SUBMISSION AND REVIEW OF APPLICATIONS.**

Noncompliance with the Declaration or these Guidelines will be used as the basis for disapproval of applications for Lot improvements and may result in enforcement proceedings including, but not limited to, an injunction, the imposition of a fine, or both.

Approval by the ARC does not relieve homeowners of the responsibility to comply with all local, municipal, state and federal laws, ordinances, rules, regulations and orders and any rules, regulations, or restrictions imposed by any sub-association. Approval by the ARC is not a representation, warranty, or guarantee by the ARC or the Association that the proposed improvement complies with any of the foregoing.

All capitalized terms not defined herein will have the meaning ascribed to them in the Declaration or other governing documents of the Association.

## **MODIFICATIONS REQUIRING COMMITTEE APPROVAL**

**ALL** exterior alterations, additions, and improvements must be approved in advance by the ARC, ***unless otherwise specifically provided in these Guidelines***. Once a proposed alteration, addition, or improvement is approved, the homeowner must follow the plans and specifications approved by the ARC. Any change, revision, or addition to the ARC-approved plans and specifications must be approved in advance by the ARC.

Each application is reviewed on an individual basis. There are no "***automatic***" approvals, unless provided for specifically in these Guidelines. For example, a homeowner who wishes to construct a fence identical to one already approved by the ARC for a different lot is still required to submit an application.

### **SPECIAL NOTE: COUNTY APPROVALS**

A proposed alteration, addition, or other improvement may require advance review, approval, and permitting by Hillsborough County or other governmental authorities having jurisdiction. Approval by the ARC shall not relieve a homeowner from any obligation to obtain required governmental approvals and permits. It is the homeowner's responsibility to obtain all governmental approvals and permits as may be required. Governmental authorities should be contacted prior to beginning any work in order to verify the procedures that must be followed and to obtain required approvals and permits. ***Governmental approval does not preclude the need for or guarantee arc approval, and arc approval does not preclude the need for or guarantee governmental approval.***

## **SUBMISSION AND REVIEW OF APPLICATIONS**

Each completed application should be submitted to the address specified on the Alteration Application. Alteration Applications can be downloaded from the Association's website: [www.valricopointe.com](http://www.valricopointe.com) or obtained from the Association's management company.

Generally, the following items should be submitted within the **Alteration Application** or as part of every application:

**REQUESTOR INFORMATION** – The name, address, phone number, e-mail address and preferred contact information of the Owner filing the request.

**CONTRACTOR & DESIGN PROFESSIONAL INFORMATION** – The name, address, and phone number of the contractor and any design professional working for the owner on the proposed project, if applicable.

**PROJECT / SITE PLANS** – Project Plans and Specifications and a site plan. A site plan is most easily prepared by submitting a copy of the property plat (survey) showing the proposed improvements. Depictions of proposed improvements should include dimensions, including heights, and distances from the boundary lines of the Lot and should include any easement boundaries.

**MATERIAL & COLOR** - Description of the materials and colors to be used and an indication of the existing colors and materials should be provided (samples of color chips should be submitted for clarity).

**DRAWINGS & PHOTOGRAPHS** - A graphic depiction should be provided and may be in the form of manufacturer's literature or photographs and freehand or mechanical drawings. Detail should be consistent with the complexity of the proposal. Relationships of major architectural features (i.e. existing and proposed roof lines, window sizes and alignment, building heights, roof slopes, exterior elevations for proposed structure, and if appropriate, plans or provisions for landscaping or grading, etc.), should be shown. In any case, a written description should accompany the graphic depiction.

Applications will be reviewed for completeness by the management company. If complete, the review process may begin. If incomplete, the application will be returned to the homeowner with a request for additional information. Should questions arise about the content or completeness of the application, you will be notified accordingly. The ARC will review each complete application in keeping with the architectural review procedures as defined by the Declaration.

## **SPECIFIC ARCHITECTURAL GUIDELINES**

The following guidelines address a broad range of exterior improvements for which homeowners frequently submit an application to the ARC. These guidelines present the principal factors that should be considered when developing the design of a proposed improvement. More specifically, these guidelines define the specifications as to size, quality of construction, location, materials, appearance and color. All projects are to be **completed within six (6) months** of approval by the ARC, or within such other time period as the ARC's written approval may require.

Construction materials must be stored so that the impact on neighboring properties is minimized. Excess material should be removed immediately after completion of construction.

### **ADDRESS NUMBERS**

The Lot's address number must be posted on the mailbox and be clearly visible from the right of way abutting the front of the Lot.

The Lot's address number may be also displayed on the curbing immediately below the mailbox. It may only be painted with a white reflective background and black numerals.

The Lot's address number may not be displayed anywhere else on the Lot other than the mailbox, the curb, and home.

### **AERIALS, TELEVISION ANTENNAS AND SATELLITE DISHES**

Aerials and television antennas must be placed such that they are not visible from the front right-of-way.

Satellite dishes or wireless cable receiver must be twenty-four inches (24") in diameter or less.

### **BOATS AND VEHICLES**

*[NOTE: Items marked with an asterisk (\*) are to be referred to Hillsborough County authorities for enforcement of County ordinances or code requirements. Items so marked are included here for your convenience in being aware of such requirements.]*

For safety reasons, vehicles shall not block public sidewalks when parked. *\*All vehicles shall have a current license tag registration and shall be in an operating condition, excepting only inoperative vehicles, which must be kept in an enclosed garage.\**

#### **Commercial Vehicle Definition**

A "commercial vehicle," as used in these Guidelines and the Declaration, shall mean any vehicle with any type of signage in/on/upon it, or a vehicle with racks or tool boxes, or a vehicle with a tow bar or lift gate, or a vehicle with railroad wheels, or a vehicle obviously intended as a commercial vehicle used to conduct business, or any vehicle which is not used exclusively as a private passenger vehicle. Vehicles used by law enforcement agencies are not commercial vehicles.

### **CLOTHES LINES**

Clotheslines and their associated components, structures and hardware shall not be visible from the street or from any right of way.

### **DECKS AND PATIOS**

#### **Architectural**

All decks and patios require prior approval by the ARC.

Materials – Decks and patios must be of new material and constructed of wood, wood composites, masonry, or concrete/pavers.

Location – Decks and patios may only be located in the rear yard of a Lot. Decks must comply with Hillsborough County codes and all applicable set back lines and easements. Decks and patios shall not be located in a place or manner that impairs the rights of the Association or third parties in and to easements affecting the Lot.

## **Alteration Application Submission Requirements**

A drawing, photo or brochure of the proposed deck or patio, including dimensions, colors, and materials to be used. A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing fences, trees, property lines, common areas, easements and the location of the proposed deck or patio.

## **DOORS/WINDOWS**

### **Architectural**

All new or replacement doors (screen doors, glass doors, storm doors) and windows require prior approval by the ARC. Doors & windows must comply with all applicable building code standards.

Materials – Doors & windows must be of new material and constructed of metal, wood, fiberglass, or vinyl.

## **Alteration Application Submission Requirements**

A drawing, photo or brochure of the proposed door(s) or window(s), including dimensions, color, and materials to be used.

## **DRIVEWAY AND WALKWAYS**

### **Maintenance**

Weeds and grasses growing up in the cracks of concrete, pavers, etc. are prohibited and must be removed upon discovery.

All hard, flat surfaces including, but not limited to, concrete and pavers, shall be maintained in good repair and free of mold, mildew, dirt and stains at all times. Driveways and walkways that have shifted or lifted must be replaced or repaired due to safety concerns as well as aesthetics. Driveways must remain free of litter, trash, newspapers, cigarette butts, etc. at all times.

### **Architectural**

Any changes to the existing driveway or walkways (pavers, concrete to pavers, pavers to concrete) and all replacement driveways and/or walkways or altering the surface appearance of driveways and walkways require prior approval by the ARC.

Driveway extensions of no more than two (2) feet per side are permitted so long as the extension is of the same material as the rest of the original driveway. Driveway extensions may not extend beyond the side walls of the dwelling. Also, driveway extension may not extend within the public right-of-way between the sidewalk and the back of curb without proper permits from Hillsborough County officials.

Materials – Permitted driveway and walkway materials are limited to poured concrete, pavers and the coating/staining of the driveway and/or walkway. No asphalt, stone, rock or other material is permitted. Pavers must be a natural, earth tone color with a brown or gray base color. Only those coatings and stains shown in the approved color books are permitted.

## **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed driveway and/or walkway change or addition. A drawing, photo, or brochure of the proposed driveway or walkway, including dimensions, color, and material to be used.



## **EXTERIOR PAINT**

### **Architectural**

All exterior painting requires prior approval by the ARC.

Color(s) can be selected from the Pre-Approved Color/Stain book. The Pre-Approved Color/Stain book is available from any Board or ARC member or at Sherwin Williams. No house may be painted with a scheme involving more than three (3) colors.

The Owner can use any brand of paint, so long as the color(s) are matched to a selected scheme from the Pre-Approved Color/Stain book. Only those exterior paint color schemes shown in the Pre-Approved Color/Stain book will be permitted.

Owners may not reverse or change colors from the Pre-Approved Color/Stain book, except optional trim or optional door color changes as shown on the color palette.

### **Alteration Application Submission Requirements**

All applications to the ARC for the painting of the exterior Lot shall indicate the selected color scheme number from the Pre-Approved Color/Stain book, the brand of paint, and identify where each color shall be applied (e.g. body, trim, accent).

## **FENCES**

### **Maintenance**

No signage of any type is allowed on fences upon the Lots.

Owners who choose to install fences are responsible for the maintenance of both sides of their fence.

All fences must be maintained in good condition and straightened as required. Fences will not be allowed to deteriorate into a state of disrepair.

PVC, block/stucco or other approved fence materials must remain in good repair and both sides of your fence must remain free of dirt, mold, mildew and stains at all times.

Existing wood fences must be maintained in good repair and both sides must remain free of dirt, mold, mildew and stains and must be properly sealed at all times. If a wood fence becomes unsightly or cannot be properly maintained, it shall be removed or replaced with a currently approved fencing material. An ARC approval is required for replacement.

### **Architectural**

All fences require prior approval by the ARC.

Location – Fences must follow the property line and be located within (not on) the property line. Fences, walls or like structures shall not be permitted to extend any farther toward the front of a Lot than the midpoint of the dwelling.

Construction - The unfinished side of the fence (showing the posts and other supporting members) must face the interior of the Lot on which the fence is built.

Height - No fence over six feet (6') in height shall be permitted on any Lot.

Materials - New fences must be of new material and constructed of brick, block/stucco finished masonry, black aluminum picket or PVC. Gates will consist of compatible materials and style.

### **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the location of the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed fence.

A drawing, photo, or brochure of the proposed fence design, including dimensions, color, and material to be used.

## **FIRE PITS AND BARBEQUE PITS**

Fire pits and barbeque pits are permitted only in the rear yards. Permanent Installations require prior approval by the ARC.

Materials – Fire pits and barbeque pits must be constructed of decorative block or pavers; pavers or block must be a natural, earth tone color with a brown or gray base color.

Location – Fire pits and barbeque pits are not permitted in set-backs or easements and must be built within the side walls of the dwelling so that it is not visible from the street in the front of the house.

The owner is responsible for all applicable laws and ordinances relating to burning.

## **FLAGS**

The Association encourages the flying of the US Flag. The Association specifically approves a US Flag not exceeding four and one-half feet by six feet (4½' x 6'), displayed on mounted to the front facade of the home or on a flagpole up to twenty feet (20') high. The Association encourages proper flag etiquette whenever displaying/flying the red, white and blue.

Other flags that may be displayed/flown (no larger than 4½' x 6') are:

- State of Florida
- U.S. Armed Forces flags (Army, Navy, Air Force, Marines and Coast Guard) or any POW-MIA
- College or Pro Sports Teams

No other flag types are permitted.

All flags must be stored out of sight when not displayed.

## **FOUNTAIN**

No ARC approval required.

Fountains are permitted in front and rear yards. If located in the front yard, fountain must be within ten feet (10') of the front of the house. Fountains must be maintained in good operating condition and not be allowed to deteriorate into a state of disrepair.

Number Allowed – Maximum fountain in front yard is one (1).

Height Allowed – Up to six feet (6')

## **GARAGE**

Garage door screen enclosures and carports are prohibited.

Garages must remain at least a two car garage as originally designed and built.

If an Owner wishes to modify the inside of the single bay of a three-car garage for use other than as a garage, the Owner must keep the standard garage door (although it does not have to be functional as a door and does not have to be equipped with an automatic electric door opener), such that the single bay must appear to be a garage from the outside at all times.

## **GUTTERS**

### **Architectural**

All new or replacement gutters require prior approval by the ARC.

Construction - Gutters must be tied into downspouts. All gutter installations shall use splash blocks at the downspout unless underground drains are installed. Roof runoff must be diverted onto drainage easements or streets, not onto neighboring properties. No Owner shall allow water runoff or drainage that causes erosion to any neighboring properties.

Materials - Gutters and downspouts must be of new material and constructed of aluminum.

Color - Gutters and downspouts colors must be white, eggshell, almond, cream or ivory. Downspouts may also be painted the "body" color of the house.

### **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed gutters and downspouts.

A drawing, photo, or brochure of the proposed gutters, including dimensions, color, and material to be used.

### **HOLIDAY DECORATIONS**

Holiday decorations may be displayed for forty-five (45) days prior to the holiday until fifteen (15) days after the holiday.

### **HOT TUBS OR SPAS (FREE STANDING)**

#### **Architectural**

All exterior hot tubs or spas require prior approval by the ARC.

Owners must follow all applicable governmental laws and regulations with respect to the construction and maintenance of any exterior hot tub or spa, including specifically, without limitation, those laws and regulations related to safety requirements, such as required safety fences and covers. Exterior hot tubs or spas must be within the side setback lines at the rear of the home and shall not be visible from front right of way.

#### **Alteration Application Submission Requirements**

A drawing, photo, or brochure of the proposed hot tub or spa, including dimensions.

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing fences, trees, property lines, common areas, easements and location of the proposed hot tub or spa.

### **HURRICANE AND STORM SHUTTERS**

Temporary Hurricane and/or temporary storm shutters are allowed including the accordion type, plywood, storm-rated fabric, and the corrugated aluminum type shutters. Temporary hurricane and storm shutters must be properly installed. Temporary hurricane and storm shutters can be installed up to five (5) days prior to a storm warning issued for the area and must be removed within fifteen (15) days of a storm passing.

### **LANDSCAPING/TREES/TURFGRASS**

Limited landscaping changes require prior approval by the ARC noted below. Location, materials, vegetation and height will be considered.

#### **Maintenance**

All landscaping, sod, shrubbery and trees shall be maintained by the Owner of the Lot in accordance with good horticultural standards. If not properly maintained by the Owner, the Association may make arrangements for any necessary maintenance and bill the Owner for the expense of said maintenance.

Trees on Lots shall be maintained in a good and healthy condition including proper fertilization, trimming of dead wood and protection against rot.

Dead, dying or unhealthy palm fronds must be removed from palm trees.

The area between the street and the sidewalk shall remain turf grass at all times. Notwithstanding, the planting or landscaping around and immediately adjacent to mailboxes, utility boxes and trees, there shall be no shrubbery or other plant material planted between the sidewalk and the street, except only trees which can easily be maintained to fully meet the following maintenance requirements:

- Trees shall not be planted between the sidewalk and curb on any street where this area is serviced by storm drains.

- Trees and shrubs should be planted so that they do not obstruct sight lines of vehicles, as specified by municipal, county and state laws or determined in the reasonable discretion of the ARC.
- Trees and shrubs should not block and/or impede pedestrian traffic along any sidewalks in the Valrico Pointe community.

All plant materials need to be properly trimmed and maintained to allow pedestrians to safely use sidewalks without the risk of injury. Trees, shrubs, and other plant material must be at least eight feet (8') above the sidewalk and fourteen feet (14') above the roadway at all times.

Strong, healthy turf grass must be maintained at all times. In case of damage to turf from pests, drought, acts of God or any other cause, the dead turf must be removed and replaced with healthy sod immediately. If the damage occurs as a result of a severe freeze, an Owner may wait until April to resod, which must be completed by the end of April. All dead turf must be replaced with sod. Grass seeds, plugs and/or sprigs are not recommended for large areas and, where used in smaller areas, must be well watered and fertilized and placed in close proximity to each other to encourage rapid fill-in of the area. Sod must be replaced with turf such as St. Augustine grass, Bahia grass, Bermuda grass or Zoysia grass/sod.

Each Owner is responsible for ensuring that his/her home's lawn is mowed and properly maintained (watered, fertilized, insecticide and weed control applied as needed). Each Owner will mow the turf grass on his/her Lot weekly between the months of May and September and once every two weeks between the months of October and April. Each Owner will line trim (weed whack) against houses, fences, landscape curbing and other structures with every mow. Each Owner will edge along all hard surfaces with every mow. Landscape trimmings may not be blown down storm sewer inlets.

An in-ground irrigation system shall be used to irrigate the lawn and landscape plants on each Lot. The Owner shall properly keep and maintain the irrigation system in good working order. The irrigation system shall be connected to the Hillsborough County reclaimed water system.

No vegetation or trees may be removed from common areas without prior approval of the ARC and Board of Directors.

No plantings or alterations of any type may be made in or to common areas without prior approval of the ARC and Board of Directors. If any Owner or resident plants, removes, or alters in any way the common areas without prior approval of the ARC or Board of Directors, the Association may take any reasonable steps to return the common area to its original state and bill said Owner for all expenses associated with such actions.

Location – No continuous hedge or planting shall be permitted between the front setback line and the front property line of any Lot, except shrubbery next to the dwelling unless approved by the ARC. No continuous hedge, planting or like structure over eight (8) feet in height shall be permitted on any Lot. Trees should be placed so as to avoid impeding fencing or fence maintenance. Trees may not be planted on property lines.

Materials – For front and visible side yard areas which are not otherwise landscaped, 50% shall be sodded with turf grass such as St. Augustine, Bahia, Bermuda or Zoysia grass/sod. All landscaping should be suitable for the climate in this area.

## **Architectural**

The following does not require ARC approval:

- Replacing damaged, diseased, or disfigured landscaping in existing landscaping.
- Seasonal plantings (annuals) that are a part of the existing landscaping.
- Plantings around mailboxes and utility boxes (electrical/cable/telephone/etc.).
- When reverting previously landscaped areas back to turf grass, provided that only St. Augustine grass, Bahia grass, Bermuda grass or Zoysia grass sod is used.

Landscape edging, such as decorative concrete curbing/edging, stone, brick, or other materials used to construct a border does not require prior ARC approval if it is less than eighteen (18") tall.

Replacing damaged, diseased, or disfigured trees does not require ARC approval provided the trees are being replaced with the same types and quantities as the previous trees.

## **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed landscaping.

Detailed description of proposed landscaping materials.

## **LAWN ORNAMENTS OR YARD ART**

No ARC approval required.

An Owner may not have more than five (5) lawn ornaments or yard art pieces and they must be no higher than eighteen inches (18"). Lawn ornaments or yard art must be located in plant beds within six feet (6') of the front of the home.

This rule is not applicable to rear yards so long as the rear yard is not visible from the street. Ornaments or yard art bearing written messages or numbers are considered signs and must comply with the signage guidelines.

## **MAILBOXES**

Materials – Mailboxes and mailbox posts shall meet the original design, colors, and style in each community (Abbey Grove, Park Meadow & Carriage Park). Mailbox replacement and/or parts for Abbey Grove, Park Meadow and Carriage Park can be purchased from original design company: **Creative Mailbox Designs, 6422 Harney Blvd. Suite F, Tampa, FL 33610 Phone: 813-818-7100 [www.creativemailboxdesigns.com](http://www.creativemailboxdesigns.com)**

## **MULCH**

All plant beds, shrub beds, tree rings and planting areas (not flowerbeds) must be covered with either shredded cypress mulch in assorted colors, pine bark chips or nuggets, rubber mulch or rock at all times for moisture retention and weed control. This mulch or rock must be refreshed and/or replaced as needed according to sound horticultural practices.

## **OUTDOOR GATHERING STRUCTURES, E.G., GAZEBOS OR PAVILIONS**

### **Gazebos Architectural:**

All Gazebos require prior approval by the ARC.

Materials – Outdoor gathering structures must be of new material and constructed of wood, wood composites or vinyl; screens are optional. Roofing must be of new material. Shingles must match the dwelling or be of wood or wood composites matching the structure.

All outdoor gathering structures shall be anchored to prevent damage to the structure or surrounding structures during storms.

Only those paints/stains shown in the color scheme books will be permitted.

Size - No larger than 196 square feet and not more than twelve feet (12') high.

Location –Gazebos and pavilions must be located in the rear yard of the Lot.

### **Pergolas Architectural:**

All Pergolas require prior approval by the ARC.

Materials - Pergolas must be of new material and constructed of wood or wood composites.

Size - No larger than twelve feet (12') wide, twelve feet (12') long, and ten feet (10') high.

Location - Pergolas must be located in the rear yard of the Lot and must comply with county codes and all applicable set back lines and easements.

## **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed pergola.

A drawing, photo or brochure of the proposed pergola design (including dimensions, color, and material to be used).

## **PLANT BEDS**

### **Maintenance**

All flower beds plant beds, shrub beds, tree rings, and non-turf areas shall remain weed free at all times.

Location – Plant beds are permitted in front and side yards in accordance with these guidelines. Front yard plant beds cannot exceed more than fifty percent (50%) of the open area of the effective front yard area (measured property line to property line, and back of sidewalk to face of structure/house, excluding the driveway). The remaining open area must be sodded in accordance with these guidelines. For rear yards, the area guidelines do not apply but all other guidelines relative to plant beds and maintenance thereof apply.

## **RAIN BARRELS**

Rain barrels are encouraged; however, they must be placed in the side or rear areas of yard out-of-sight from front right of way.

## **RECREATION EQUIPMENT**

No ARC approval required.

Non-permanent recreation equipment is not allowed to be placed in the street or road right-of-way and is not allowed to remain outside overnight between the front lot line and the rear corners of the house. Such equipment can be left outside overnight if it is located behind the house and out of view from front right of way - except for portable basketball hoops as stated below. Examples of non-permanent recreation equipment are:

- Soccer goals
- Volleyball nets
- Bicycles
- Small plastic pools
- Portable basketball hoops - May be left outside in front of house if the following conditions are continuously met: Hoop, net, and stand are maintained in clean, repaired, and well-painted condition. Hoop must be located in the driveway, to the side away from the sidewalk access to the front door, at least ten feet (10') from the front pedestrian sidewalk and does not interfere with proper ingress/egress of vehicles to garage(s). Bases must be properly filled with manufacturer specified material(s) to stabilize hoops for safety purposes and bags of mulch, gravel or other non-specified materials may NOT be stacked on the base to stabilize the equipment. When equipment is no longer used on a regular basis, it should be removed from the front of the house and stored out of sight from the front lot lines.

### **Permanent Basketball Hoops – Not Permitted**

Permanent installation of basketball hoops is not permitted.

### **Other Permanent Recreation Equipment**

Permanent recreation equipment must be located in the rear of the Lot and not be visible from front right of way. Examples of permanent recreation equipment are:

- Swing sets
- Jungle gyms
- Trampolines

## **SCREENED ENCLOSURES**

### **Maintenance**

Screens must always be maintained in good condition, free of holes, tears and rip outs. Screening and frame must be kept free of mold, dirt, and stains. Any damage to screening and/or frame must be repaired immediately.

### **Architectural**

All screened enclosures require prior approval by the ARC.

Location - Screen enclosures must be in rear yards only. Screen enclosures shall be limited in height to 80% of the adjacent height of the house at the peak of the roof line.

Materials - Screen enclosures must be made of white or bronze aluminum with gray or black screening only.

### **Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed screened enclosure.

A drawing, photo, or brochure of the proposed screened enclosure design, including dimensions, color, and material to be used.

## **SHRUBBERY**

All shrubs and other non-tree type plant material shall be trimmed according to sound horticultural practices.

Shrubs or other non-tree plant material in the front of a Lot may never exceed six feet (6') in height unless they are within forty-eight inches 48" of the dwelling structure.

## **SIGNAGE**

The only signage allowed on the Lot, other than any signage required by applicable governmental rules and regulations, is one professionally lettered For Sale or For Rent sign not to exceed five (5) square feet in size and standard size security alarm signs.

Signs used for the purpose of specifically directing interested parties to a temporary event such as an open house may be used for no more than twenty-four (24) hours.

Signs other than those used by the Association to announce upcoming meetings or community events may not be placed in or on community property or any right-of-way.

Notwithstanding the foregoing, the Association may install signage, not to exceed three (3) square feet, conveying information to residents or third parties related to the community on Common Areas, Street Islands, at the entrances or within the right of way.

## **STORAGE**

The driveway and other parts of the Lot visible from any right of way or adjacent Lots are not storage areas. Items such as, but not limited to, landscape materials, trash, building materials, auto parts, tools, equipment, recreational equipment not currently in use, recycle bins, trash cans, boxes, lumber, lawn or outdoor type furniture not currently in use, bicycles, toys, cages, buckets/pails, etc. must be stored out-of-sight at all times.

Lawn care equipment must be stored in the garage or out of sight when not in use.

Barbeque grills must be stored out-of-sight from any front right of way when not in use.

Garden hoses should be rolled up and stored next to the spigot when not in use.

## **STRUCTURE**

All parts of all structures including, but not limited to, walls, columns, piers, soffit, fascia, doors (entry & garage), window frames, gutters, roofs, fences, pool enclosures, etc. shall remain in good repair and free of dirt, mold, mildew, stains, graffiti, etc. at all times.

All parts of all structures including, but not limited to, walls, columns, piers, soffit, fascia, doors (entry & garage), window frames, gutters, pool enclosures, etc. shall have a proper coating (paint or stain) at all times. Once a coating starts to chalk, wear through, or allow the growth of mold/mildew, the Owner will be required to repaint or re-stain such structure. All repainting/re-staining must be done according to the Association's current paint policy.

## **SWIMMING POOLS**

### **Architectural**

All swimming pools require prior approval by the ARC.

Appearance – All pools shall be enclosed by a fence or other enclosure in accordance with applicable governmental laws and regulations. No aboveground pools may be installed on any Lot.

Location – Swimming pools may be located only in the rear yard of the Lot, behind the dwelling structure.

### **Alteration Application Submission Requirements**

A drawing, photo, or brochure of the proposed pool, including dimensions, colors, and materials.

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing fences, trees, property lines, common areas, easements and location of the proposed swimming pool.

## **TEMPORARY NON-STRUCTURAL TENTS, CANOPIES, COVERS**

Temporary tents, canopies and covers are permitted in rear yards only. Temporary tents, canopies and covers can be erected for no more than seventy two (72) hours in any 30-day period.

## **TEMPORARY STORAGE UNITS**

One temporary storage unit, such as a POD, shall not remain on the Lot for more than ten (10) days. The storage unit shall not be any larger than nine feet (9') wide, sixteen feet (16') long and ten feet (10') in height. No portable storage unit may be used as a dwelling, temporarily or permanently.

## **TRASH**

All trash must be stored in sanitary containers with those containers placed out of sight from the front right of way unless at the curb for pick up. Lots must remain free of trash, litter, pet waste, cigarette butts, newspapers, garbage, etc. at all times.

Trash or garbage containers can be placed at the street for pickup no earlier than 5:00 P.M. of the day prior to the scheduled pickup.

After the containers have been emptied, containers shall be removed and placed out of sight no later than 9:00 P.M. on the day of pickup.

## **UTILITY BUILDINGS**

### **Architectural**

All utility buildings require prior approval by the ARC.

All utility buildings shall be anchored to prevent damage from storm events to the building or to any other structures or property nearby.

Materials – Utility buildings must be the same color, as the body color of the dwelling and garage.

Size – No larger than twelve feet (12') wide, twelve feet (12') long, and ten feet (10') high.

Location – Utility buildings must be located in the rear yard of the Lot, behind the dwelling structure.



**Alteration Application Submission Requirements**

A copy of the existing site plan (plat/survey) showing the house, existing lanai, existing swimming pool, existing fences, trees, property lines, common areas, easements and location of the proposed utility building.

A drawing, photo, or brochure of the proposed utility building design, including dimensions, color, and material to be used.

**WINDOW TREATMENTS**

No newspaper, aluminum foil, reflective film, mirrored tint, sales signs, bed sheets, towels, or other materials other than the usual and customary window treatments shall be placed over the windows of any dwelling.