

RULES & REGULATIONS OF THE GLEN OAKS MANOR HOMEOWNERS' ASSOCIATION (GOMHA)*

GLEN OAKS MANOR ARCHITECTURAL STANDARDS

GLEN OAKS MANOR LANDSCAPE STANDARDS

[Article notations in brackets reference the Amended and Restated Declaration of Covenants and Restrictions of Glen Oaks Manor Homes.]

The "Glen Oaks Manor Architectural Standards" and the "Glen Oaks Manor Landscape Standards", both of which contain rules applying to individual owner responsibilities, were approved in their entirety by the members on February 7, 2015. Although no membership approval is required for the Rules and Regulations, the members also approved the Rules and Regulations on the same date. The Board of Directors had previously voted to approve all three sets of documents.

General rules and regulations include the following:

In order to allow easy access for emergency vehicles, no overnight street parking is allowed. Guest parking overnight in driveways is permitted. In order to protect our lawns and sprinkler system, and to preserve the visual aesthetics of our community, vehicles must not be parked on the grass. [Art VIII, Sec 3(c)]

Parking more than two vehicles overnight in a driveway is prohibited. Parking of any vehicle over two must be in the garage or at an alternate location off the property.

Rugs, clothing or other household articles may not be hung or dried on any external part of the home or Common Area. [Art VIII, Sec 5]

Garage doors must remain closed at all times except during entry and departure or while work is in progress in and around the garage. [Art VIII, Sec 8]

Except on collection day, the garbage bin must be kept in the garage or behind the solid fence out of view of the street. [Art VIII, Sec 6] Trash pick-up is Thursday. Your green refuse container should be placed at the end of the driveway with metal bars facing the street. Please bag your trash to prevent flying debris. Containers should not be put out before sundown of the previous day and should be taken in by the end of the pickup day. Recycling and yard waste pickup is on Thursdays. Place cans, glass and recyclable (marked 1 – 7) plastic in the blue bin and paper/cardboard in the green bin. Put yard waste in plastic bags or appropriate containers at the end of your driveway. Call City of Sarasota Recycling at (941) 497-8088 and Special Pickups at (941) 365-7651 to arrange for pickup of large bulky items.

Homeowners must not make use of their homes or the Common Area in a way that would disturb their neighbors. [Art VIII, Sec 12]

Homeowners are responsible for informing tenants, guests and other residents of the rules and restrictions imposed by the governing documents. [Art VIII, Secs 10 & 11] [Art X, Sec 1]

The Common Area includes all areas in the Manor outside the individual villas with the exception of the area behind the split rail fence. The lake and gazebos are reserved for the exclusive enjoyment of homeowners and their guests. [Art III, Sec 2] For the safety of our residents, bicycles are not permitted on sidewalks.

Garage and yard sales are not permitted in Glen Oaks Manor with the exception of an annual GOMHA Garage Sale when approved by the Board of Directors. You may want to consider making a donation to Goodwill, the Salvation Army or other thrift shops, which would welcome your donations. Moving and Estate sales will be permitted at the termination of residency at Glen Oaks Manor. Under no circumstances may there be more than one of these sales annually per villa. These sales must comply with the rules below:

1. Estate sales can be held only in the case of death of a unit owner or permanent resident and should be held for no more than two consecutive days.
2. Moving sales should only be held in the case of an actual impending sale/move and should be held for no more than two consecutive days.
3. Estate and Moving sales are permitted within the home, garage, and driveway, but not on common property.
4. Signs directing traffic to the location of the sale may be posted on common property on the days of the sale and must be removed at the end of each day and at the end of the sale.
5. A \$25 non-refundable fee payable to the Association and a completed form requesting permission to hold the sale must be on file with the management company prior to the start of the sale. The form is available on the Association website or from the management company.

Pets must be kept on a leash when outside the home and are not allowed on lawns other than their own. As a matter of courtesy, health and cleanliness, please carry bags when you walk your pet and clean up after them on Manor property. [Art VIII, Sec 2(a)] The law requires that you “dispose of this properly”. This makes the community cleaner and more enjoyable for everyone.

The speed limit throughout Glen Oaks Manor is 20 miles per hour. Speed bumps are in place for the protection of our residents to control speeding in the Manor. Please be aware that attempting to avoid them by driving on the grass causes damage to the lawn and sprinkler system. Since this is part of the Common Area, we all have to pay to repair this damage from the Homeowners Assessment funds and suffer the costs, just like any other acts of vandalism. Drivers must STOP at stop signs. [Art VIII, Sec 3(c)]

Sewers in our streets empty into our lake. Please do not pour chemicals or waste in storm sewers. [Art III, Sec 3]

GLEN OAKS MANOR ARCHITECTURAL STANDARDS

This document identifies acceptable architectural modifications that do not require prior Board approval. Any modifications not specifically exempted must have prior written approval from the Board. If you are considering any change/modification to your villa (or you are unsure of the acceptability of your project), please contact the management company for clarification. Please review Article VI - Architectural and Landscape Control, Section 7 of the Amended and Restated Declaration of Covenants and Restrictions of Glen Oaks Manor Homes: "... An owner proceeds at the owner's risk and shall be required to remove, or modify, any installation, or improvement to comply with the guideline as interpreted by the Board". For clarification purposes, this means if an exterior change that requires approval is made without approval, the owner may be required to remove the item/change before approval will be considered. The Architecture Committee does not review homeowner's changes/modifications for current Sarasota County permitting/code enforcement. [Art VI, Sec 6] This is the homeowner's/contractor's responsibility. Any and all approvals recommended by the Architecture Committee and approved by the GOMHA Board are based on the presumption that all construction will include proper and prudent installation. Therefore, any damage caused to an adjoining structure will be the full responsibility of the installing owner/contractor.

An Architectural Approval Form should be submitted to the Architecture Committee via the management company. The Architecture Committee will review the request and present their recommendation to the Board within 30 days for review at their next scheduled Board meeting. All requests will be responded to within 60 days. If the Board has not responded to a request within 60 days of its submission, the request should be considered denied until further notification by the management company. [Art VI, Sec 5]

Courtyard/Porch Area

In the courtyard area behind the split rail fence, owners may have a bench and/or small table and chairs. In addition, small decorative elements such as an urn, birdbath or statue are permitted as long as they are not taller than 5½ feet. Owners wishing to install decorative elements taller than 5½ feet must submit an Architectural Approval Form. No barbecue grills, potting tables, or other non-decorative items are allowed. [Art VI, Sec 1] Owners are not permitted to display plastic flowers in their courtyard area. No ceiling fans or overhead light fixtures are permitted to be installed on the porch.



COURTYARD WITH PATIO

Owners wishing to install a patio (including pavers) in their courtyard area may do so; however, if it becomes necessary to remove the patio in order to repair irrigation, atrium drainage, and/or sewer lines running under that area, this will be done at the owner's expense. Bear in mind, in some villas your neighbor's atrium drain passes under your Area C courtyard. The patio may not extend onto the front porch area without prior approval. [Art VI, Sec 2] (See Porch section.)

Security signs may be placed next to the split rail fence or rear villa door. No other signs are permitted in the courtyard area or in the common area in front of the villa. This includes "For Sale by Owner" and real estate signs. [Art VIII, Sec 7]

The temporary installation of holiday ornaments, such as decorating the eaves or the shrubs by the front bedroom with lights/wreaths is permitted. [Art VIII, Sec 9] Holiday-related and/or religious statues and scenes may not be placed in the common area in front of the split rail fence. Any and all such items displayed in the common areas are subject to immediate removal by the Association. All December holiday decorations must be removed by January 20th. All other seasonal decorations must be removed within 7 days following the holiday.

Porch: Columns and Tiles

Front porch columns are to be replaced when needed at owner's expense. Replacement columns are to be 4x4 and painted the dark brown exterior trim color. All columns replaced must be painted within 30 days of installation. Metal columns are not permitted.

If the front porch tile becomes damaged or you wish to change the tile on the front porch, you may do so based on the following criteria; however, the existing tiles must be completely removed before the new tiles are installed, so that the new porch surface is as level as possible with the connecting sidewalk. Owners may have the tile installed in a design of their choice as long as the original size of the porch remains the same.

As the original tile is no longer available, the Architecture Committee requires owners to submit a sample of a tile as similar in color to the original with the Architectural Approval Form before replacing the porch tiles.

Owners wishing to install wrought iron entrance gates or trellis entryways to the porch must submit an Architectural Application Form and obtain Board approval prior to the start of work.

Digging and Trenching

Florida Statue 556.105 requires homeowners to call 811 prior to any digging or trenching. You may also visit www.sunshine811.com.

DOORS

Entry Door

The Glen Oaks Manor Homeowners' Association, as part of the regular villa painting, will paint the front door. Owners are not permitted to change the color of their front door. Owners who wish to touch up the paint on their door may do so, using the approved paint. (See Paint section for touch up paint color.) Replacement must be with a comparable flat panel exterior door. No raised panel or glass panes are permitted. Owners may install a replacement door handle of their choice, a peephole, a doorknocker (not larger than 5" x 6"), magnetic nameplate, or a magnetic kick plate. Wreaths and removable seasonal/holiday decorations are permitted.



BRASS KICK PLATE

Rear Door

Homeowners whose villas have a rear door are responsible for maintaining and repairing the louvers in the door. The louvers may not be removed. If you wish to change this door, you must submit an Architectural Approval Form prior to making these changes. Please be advised that only a flat surface door with no raised panels or designs will be considered. The door must be painted the approved dark brown exterior trim color.

Energy-Saving Devices and Skylights

Energy saving devices (solar tubes, solar pool heating devices, and solar hot water heating devices) and skylights such as the ones pictured below are permitted. It is the intent to use skylights which generally conform to the roof line of the villas. Installation of any skylight other than the ones pictured must have a Board-approved Architectural Approval Form before being installed. Any trim around the skylights or solar heating devices must blend in color with the roof tile, and the roof tile should abut directly to the skylight. Pipes from the solar heating devices that run along the roof must blend in

color with the roof tile. Pipes along the outside wall and fascia board must be painted the corresponding color(s). (See Paint section for color specifications.) All painting must be completed within 30 days of installation. If desired, standard rain barrels may be installed, but must be located behind the utility fence.



DOME SKYLIGHT



FLAT PANEL SKYLIGHT



SOLAR TUBE SKYLIGHT



SOLAR HEATING PANELS

Fascia Boards

Exterior painting of the villa does not include any replacement or repair to the fascia boards. Homeowners are responsible for maintaining and repairing or replacing all exterior fascia boards and they must be painted with the approved dark brown exterior trim color.

FENCES

Split Rail Fence

If the original/current fence is in disrepair, the association will repair the fence. The owner may remove the split rail fence subject to certain restrictions, including plantings that require an Approval for Landscape Planting on Common Ground Form (see Landscape Standards). Upon written notification from the Board, the owner may remove the split rail fence. This notification will be placed in the owner's permanent file/record and will also be forwarded to the Landscape Committee for their records. The fence may not be removed without plantings to replace it. If you remove the fence, please contact the management company so they may pick up the usable parts for other fence

repairs in the Manor. If you remove the fence and do not want the landscapers to trim in your courtyard area, then the appropriate placard must be displayed (see Landscape Standards). It is the villa owner's responsibility to replace the plants as needed per the approved plant list.

If the villa owner, or subsequent villa owner, wishes to reinstall the fence to the original standards, an Architectural Approval Form will be required and the reinstallation is at the villa owner's expense.

The area in front of the split rail fence does not include the use of statuary or figurines. Those must remain in the courtyard area only.

Utility Fence

Owners are responsible for maintaining their utility fence in good repair. The utility fence must be constructed of wood slats approximately 4-6" in width. Minimum height is 5 feet and maximum height is 6.5 feet. All slats and posts must be straight cut on top and uniform in height. A slight chamfer cut is permitted on the top edge. Fence posts must be uniform in height with the fence and may not be capped. The shadow box design is recommended as this will improve air conditioner efficiency. The fence must be painted with the approved dark brown exterior trim color. (See Paint section for approved color.) All painting must be completed within 30 days of installation. We strongly discourage vines, or plants on the fence since these will have to be removed during the fence painting when your villa is painted by the GOMHA, which occurs on the same cycle as the villa painting.

The fence may be extended across the width of the courtyard, with a gate of the same color and material. A gate may also be added to the original shorter length fence. The design of the extension and door must conform to the standard fence design. The original fence extends across the courtyard from the edge of the wall where the front door is located and is approximately six feet from the inside courtyard wall. Owners who wish to move their fence farther forward must submit an Architectural Approval Form with plans showing the location of the proposed fence and gate. In any case, the fence cannot be extended more than 11 feet forward from the courtyard wall. (Gate locks are permitted; however, GOMHA must be granted access to inspect backflow valves as necessary or for any other emergency purposes.)



SHADOW BOX DESIGN



FENCE EXTENDING ACROSS COURTYARD

Garage Doors

Owners may replace the garage door with a similar surface appearance as the original door. A new garage door installation requires a city permit and must comply with current Florida building codes. Within 30 days of installation, owner must paint the door with the approved color. Decorations on or above garage doors are not allowed. No garages shall be converted into any other permanent use. No garage doors may be left open except during times of entry and departure to or from the garage or if activity is in progress inside the garage. [Art VIII, Sec 8]

Generators

Owners who wish to install a generator must submit an Architectural Approval Form with plans showing the location of the proposed generator and associated propane tank. Any generators must be located behind the utility fence and cannot in any way be visible from the street. The concrete pad that the generator sits on cannot be touching any wall (due to potential vibration to adjacent villas) and there must be a damper for sound barrier. The propane tank for the generator should be buried in the Courtyard C area and we recommend a maximum of 250 gallons. Any other location(s) of the tank require submission of an Architectural Approval Form. Courtyard drainage may not be compromised and the owner is responsible for any subsequent drainage problems including with the adjacent villas. [Art III, Sec 1(c)] Any automatic testing must be done during the hours of 12 noon and 4 p.m. for noise reasons. All Board approvals are subject to the appropriate permits and approvals by the City of Sarasota. We urge you to contact the city prior to submitting your variance request so that you can properly describe the installation location and details.

Gutters and Drains

Standard gutters or wide gutters and downspouts may be installed. Owners may improve drainage from the pool, atrium and/or courtyard area by installation of an underground drain or drains leading directly from the owner's property in a straight line to the street. Installation and maintenance of the drain is at the homeowner's expense and it is understood that grass will be replaced and any damage to irrigation and utility lines and pipes during the course of the installation will be repaired at owner expense. [Art III, Sec 1(c)] At no time can an owner change/modify his neighbor's gutter/downspouts/drains without addressing the common issue with the adjacent neighbor(s). All colors of gutters/downspouts must match the color of the surface to which they are affixed.



DRAIN LEADING TO STREET



DRAIN LEADING OUT TO STREET

ATRIUM DRAIN LEADING TO STREET

Hurricane Shutters

Owners wishing to install hurricane shutters in addition to the louvers on their front, side and /or rear windows may do so. The approved shutter is a large missile impact roll shutter which meets the hurricane protection requirements for the 2007 edition (or newer) Florida building code. The color for the shutter is dark brown to match the villa exterior trim with beige housing and guide rails to match as closely as possible the exterior wall color. As there may be many similar shutters available, owners are strongly encouraged to verify with the Architecture Committee that the shutter they intend to install is an approved shutter. Owners who have installed the approved roll-down shutter may leave the shutter in a closed position during periods in which the villa is unoccupied. Leaving shutters permanently installed is a life safety hazard.

Owners wishing to install any other type of hurricane shutter must submit an Architectural Approval Form with photos. Except for the approved roll down hurricane shutter described above, all other types of window protection can only be installed during a hurricane threat/storm and must be removed within 7 days after the storm/threat has passed.



HURRICANE SHUTTER, CLOSED

Interior Remodeling

Owners may remodel the interior of the villa as they wish as long as the remodeling does not affect the external appearance of the villa. No interior renovation shall be done which would negatively impact their neighbor's structure. All remodeling material will be stored in the garage area during renovation. Any needs for construction dumpsters will require an Architectural Approval Form from the Architecture Committee stating the length of time the dumpster will be on site. Any damage caused by said dumpster, not limited to but including the driveway and landscaping, will be the responsibility of the owner.

LIGHTING

Decorative Lighting

Malibu type lighting can be used for illumination of walkways (within the flower bed area under the front bedroom window) and for delineation of fences and garden boundaries within the courtyard area

(Area C). Soft, indirect, up-lighting can be used for illumination of statuary, plants, or other architectural features only in the courtyard area (Area C). Any owner-installed decorative lighting is installed at the owner's risk. No lighting of any type may be placed in the common areas, i.e., up-lighting of trees or shrubs.

American Flag Display and Illumination

The mounting and display of the American flag is permitted behind the split rail fence. The location of the flag holder must be on the outer entrance post. Owners wishing to install flagpoles must submit an Architectural Approval Form (including plans) and must receive written approval prior to installation. Flagpoles may only be erected in the courtyard area (Area C). No flagpoles may be placed on any common areas.

Nighttime display of the American flag should be illuminated with ground-based lighting where the light source is not aimed directly into the eyes of passing motorists.

Please note – Senate Bill 1378 (Display of Flags) amends Florida Statutes Section 720.304 with respect to a homeowner's display of flags. The legislation allows a POW-MIA flag of limited size to be displayed in lieu of one of the flags of branches of the armed services. The bill further allows a homeowner to erect a flagpole no more than 20 feet high on such homeowner's parcel to display the United States flag (not larger than 4 1/2 feet by 6 feet) and the official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, or Coast Guard or a POW-MIA flag, which additional flag is equal in size to or smaller than the United States flag. The limitation that flags of the branches of the armed services may be displayed only on certain holidays has been removed.

Courtyard Security Lighting

Floodlights attached to the homeowner's villa and activated by a motion-based sensor are allowed.

Security lighting must be located within the confines of your courtyard areas (Areas B & C). Any other location for security lighting requires an Architectural Approval Form. Security lighting cannot be affixed to your neighbor's courtyard wall and cannot shine into the street or your neighbor's windows.

Exterior Lights

Use of bright, energy efficient bulbs in the three existing exterior light fixtures with a timer or light sensor provides excellent illumination to villa addresses and walkways. The board encourages all homeowners to avail themselves of this type of lighting to provide better security for the entire manor.

No substitutions or removal of the exterior lights are permitted. This also includes the light fixture adjacent to the back door, if applicable. Floodlights/motion detector lights are prohibited at this location. If your light fixture is damaged/broken or you desire to replace the fixture, please contact the management company for the current replacement option and costs. The fixtures will be the owner's responsibility to purchase, install and maintain. Please be advised that the approved fixture may not be the same as the presently installed version; therefore, any lights needing replacement at the garage must be replaced only as a pair, however, the fixture at the front door would not require replacement. If the damaged fixture involves only the front door fixture it may be replaced without replacing the garage fixtures. The rear door fixture may also be replaced without replacing any other fixtures.

If you have remaining usable parts after replacing fixtures please contact the management company as the parts may be able to be recycled.

Any residence with the original developer installed lights (round white glass balls) will be required to replace them with the current approved fixtures (at their expense) before any sale or transfer may be finalized.



Current Approved Light Fixture:
SeaGull Lighting Single-Light Yorktowne Wall Lantern, Product # 84050-185

Louver Specifications

All Louvers: All louvers in any opening must be of the same material. Louvers may not be permanently removed. Owners must replace broken or missing louvers.

Cypress or cedar is recommended for wood louvers, which must be painted the designated dark brown trim color.

Front Window Louvers: Louvers may be 4" wood or the approved National Shutter and Aluminum (NSA) 2" aluminum louver.

All Other Louvers: Louvers may be wood or aluminum. Aluminum replacement louvers must be .040 gauge aluminum thickness, 4" wide, and in a dark bronze color (currently available at Mullet's Aluminum). The rivets or screws used must be of a corresponding dark bronze color.

National Shutter and Aluminum 2" wide louver shutters are approved for all windows and louvered openings. However, all louvers on each side of a villa must be of a consistent size, i.e., either all NSA 2" louvers or all or a combination of 4" wood and the 4" aluminum replacement louvers."

Mailbox

GOMHA maintains the mailboxes and post. You are not permitted to substitute the type or style of mailbox or post. If you need to have any repairs or replacement done, contact the management company.

Paint Specifications

SHERWIN WILLIAMS A-100 (SATIN FINISH)

WALLS - SW2031

FRONT DOOR AND DOOR TRIM - SW2841

EXTERIOR TRIM/FASCIA/WOOD LOUVERS/UTILITY FENCE - SW2021

Owners wishing to touch up their trim/walls/door/utility fence may purchase paint at Sherwin Williams. You can contact the management company to see when your villa cluster is scheduled for painting. Villas currently will be painted on a 7-year cycle.

Roofs

Roofs and fascia boards (see Fascia Boards section) are installed and maintained at owner's expense. Owners are required to maintain fascia boards and any replacement must be painted with the approved dark brown exterior trim color. Prior to any partial or complete re-roof (installing a new roof, beginning roof repairs or installing new tiles following remodeling) owners must submit a Roof Request for Approval Form to the Architecture Committee. This form is available on the GOMHA website or from the management company. Owners must receive written approval from the Board before beginning any roof work. If a partial re-roof is approved because of repairs or new tile installation following remodeling, the owner must re-roof the entire flat section (field) of the affected roof unless the Board approves otherwise (see paragraph below).

The approved tile and color is: **Eagle Tile, Profile: Ponderosa, Product No: 5502, Name: Arcadia, Description: Brown, Black Streaks** and is also specified on the Roof Request for Approval Form as well as other roofing requirements. If the owner has a sufficient amount of the original roof tiles to complete a partial roof repair or after remodeling they may request approval from the Board to install less than a full flat roof section (field). This approval will require a visual inspection of the tiles on hand to verify they are identical in color to those already on the roof.

When repairing or replacing the roof, the new tiles must be deposited on the owner's driveway, but avoiding the driveway spacers to prevent cracking. Dumpsters must be either placed on the owner's driveway or, if needed, on a lawn area with proper underlayment and removed within 48 hours. Tarps should be used to cover shrubs and plantings. Any damage to the lawn, irrigation system, driveway or driveway spacers must be repaired at the owner's expense. During the villa painting cycle the roofs will be pressure washed by GOMHA. Vents and pipes will be painted in a corresponding color to the tile during this cycle. Owners who install a new roof must paint these vents and pipes in a corresponding color within 30 days of the roof installation. Rodent traps/screens are recommended.

NOTE: Prior to reroofing, the Board recommends reading "What to Know Prior to Re-roofing...A Guide Meant for Glen Oaks Manor Residents" published in the May/June 2012 Newsletter available on the Glen Oaks Manor website (glenoaksmanor.com).

Satellite Dish

In accordance with Federal laws, you may place a satellite dish at your villa. In order to maintain the overall integrity of the Manor, we require that the location selected which allows reception be as inconspicuous as possible. You are not permitted to place the dish on any part of the common areas. The dish must be less than 1 meter in diameter. Many homeowners have had success with placing the dish in the caged courtyard area or below the roofline of the garage.

Screen Cage Area B

Only gable and mansard style courtyard cages over Area B are permitted. Existing cages are recommended to be grounded. All new cages are required to be grounded as per current codes. Any other style cage which differs from the designs (pictured) requires an Architectural Approval Form. A metal, fiberglass or wooden door may replace the gate leading into the interior courtyard.



GABLE ROOF POOL CAGE



MANSARD ROOF POOL CAGE

Sidewalks

No sidewalks may be removed, tiled over or in any way altered including painting without an Architectural Approval Form.

Trash and Recycling Bins

Bins must be kept in the garage or behind the utility fence when not at the curb for pickup. [Art VIII, Sec 6] They are not permitted to be placed out curbside until the evening prior and must be collected by the following evening.

WINDOWS

Front Window

Louvers may not be permanently removed. Owners must replace broken or missing louvers. The window may be replaced provided that the external frame is of a dark brown color.

Side and Rear Windows

Villas which have side or rear windows are also responsible for maintaining and repairing louvers, as needed. If you wish to make any additions or changes you must submit an Architectural Approval Form. The window(s) may be replaced provided that the external frame is of a dark brown color.

Sidelight/Front Door

Owners may replace the original sidelight window with glass block, frosted, clear glass or tinted glass. The original size may not be changed.

Miscellaneous

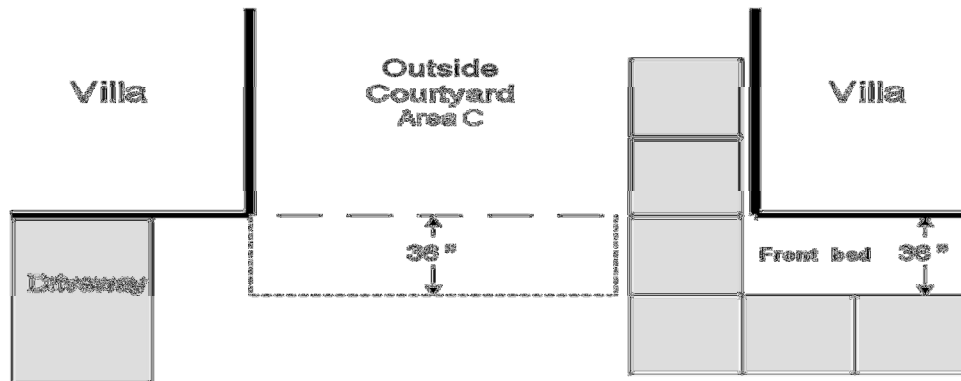
Owners may remove the alarm cover and non-functional alarm apparatus located on the exterior garage wall. The surface area must be finished to match the existing wall in color and texture.

LANDSCAPE STANDARDS

Homeowners must obtain Board approval prior to any plantings on common ground including the bed under the front bedroom window. Application for Planting Landscape on Common Ground Forms will be provided and must be on file for any plantings. Contact GOMHA Landscape Chair or Management Company. Maintenance of any bed that has been granted an approval is the responsibility of the homeowner.

Split Rail Fence

Homeowners wishing to install approved plantings in front of, or in place of, the split rail fence must install the plantings in a straight line from the corner of neighbor's villa and your villa's front edge. If fence is removed, hedge-forming plants must be planted as indicated above. The front edge of the bed (including edging material) may not exceed 36 inches (36") in front of the villa wall (see figure below). Edging material is to be of a neutral uniform color, and must be a flat, single layer only. Bricks, concrete blocks, or other edging materials may not be stacked to form a multi-layered wall as a border treatment. These plantings are to be maintained to a maximum height of 40 inches (40"). When planted, the plants must be a minimum of 18 inches (18") high off the ground. Foliage may not extend over edge of bed. Potted plants are not permitted in this area.



Statues, sculptures, or any other ornamental objects are not allowed on common ground (sidewalks, fence bed, window bed, tree bed, or tree).

Bed Under Front Window

Homeowners may replace plantings in the bed between the sidewalk and the front of the villa with plants on the approved list by submitting an Application for Planting Landscape on Common Ground Form; however, maintenance of these plants is the responsibility of the homeowner. Maximum height of plants under window is to sill ledge. Other plantings to be kept under address numbers. One potted plant is allowed along the front sidewalk or between the front sidewalk and the villa front wall, but homeowner must maintain this plant. The Association is not responsible for this potted plant in any way. All other pots are to be kept in courtyard (Area C).

The following plants have been approved as replacement plants in the bed between the sidewalk and the front of the villa and in front of the split rail fence or with approved fence removal.

APPROVED PLANTS FOR FENCE AND VILLA FRONT			
SUN	WINDOW	WITH FENCE	NO FENCE
Mammy Croton	Yes	Yes	Yes
Gold Mound	Yes	Yes	Yes
Flax Lilly	Not Applicable	Yes	Not Applicable
Firebush	Not Applicable	Yes	Yes
Holly (Burford)	Yes	Yes	Yes
Schilling	Yes	Yes	Yes
Hibiscus	Not Applicable	Yes	Yes
Ixora (requires acid soil)	Yes	Yes	Not Applicable
PARTIAL TO FULL SHADE			
Petra Croton & other species	Yes	Yes	Yes
Arboricola	Yes	Yes	Yes
Holly (Burford)	Yes	Yes	Yes
Indian Hawthorn	Yes	Yes	Yes
Flax Lilly	Not Applicable	Yes	Not Applicable
Ilex Schilling	Yes	Yes	Yes
Liriope, giant	Yes	Yes	Not Applicable
Liriope, small (in combination)	Yes	Yes	Not Applicable
Bromeliad	Not Applicable	Yes	Not Applicable
OTHERS			
Viburnum (Walter variety)	Not Applicable	Yes	Yes
Podocarpus	Yes	Yes	Yes
Ligustrum	Not Applicable	Yes	Yes

Courtyard Behind Split Rail Fence (Area C)

Trees and shrubs planted by homeowners, in courtyard behind split rail fence: “A small flowering or fruit tree is allowed in areas B & C, but any other tree must receive prior written approval from the Board.” [Art VI ,Sec 4]

No schefflera, yucca, or fichus may be planted in the courtyard area. [Art VI ,Sec 4] FPL requires electric meter to be visible.

Vines may be planted on the utility fence. However, vines will have to be removed when the cluster is painted. Vines will not be allowed on walls or in common area trees and will be removed by the Association at the homeowner’s expense. [Art VI, Sec 4]

Courtyard Placard System

The following is an explanation of the codes on the placard guides for contract landscape personnel. Please contact the Landscape Chair if you wish to have a placard attached to your fence post, or porch post if you no longer have a split rail fence.

PLAIN WHITE PLACARD = “DO NOT trim plantings in my courtyard (behind split rail fence). I will take responsibility for them.”

NO PLACARD = “Please trim plantings in my courtyard (behind split rail fence), as needed.”

Our landscape company will mow/trim all villas which have any grass areas behind the split rail fence. Front window beds (which are common ground) will be maintained by our hired landscape company according to GOM standards, as necessary.

Trees in Common Area

Trees around the lake will be specimen trees appropriate for our climate. Owners will not be permitted to plant trees in the common area. Trees in front of villas will be Live Oak trees. No fruit trees will be planted on common ground.

An approved Application for Planting Landscape on Common Ground is needed for planting around trees. If plantings under tree are not maintained they will be at risk of removal. Edging or rocks are discouraged, wood mulch is preferred. Such beds are usually established in 2 years; minimum maintenance requires a regular program of irrigation, fertilization and weed control to ensure strong rapid growth.

UNDER TREE PLANTINGS				
Light: S (full sun), PS (partial shade), SH (shade)				
Drought tolerance: H (high) survives without supplemental irrigation after establishment. M (moderate) requires supplemental irrigation during very dry periods to maintain satisfactory appearance.				
Plant	Size	Light	Tolerance	Other Information
Bromeliacea (Bromeliad)	varies	S, PS	H	Shallow root system, varied colors (25 Apr 11 BOD Minutes)
Caladium Bicolor (Caladium)	8-12"	PS	M	Adds color to the bed when planted with other plants.
Carissa Macrocarpa (Dwarf Carissa cultivar)	12-15"	S, PS	H	
Cholorophyllum Comosum (Spider Plant)	12"	S, PS	M	Solid green form more rigorous than variegated form. Spreads by runners.
Ernodea Littoralis (Golden Creeper) Native	12-36"	S	H	Tolerates poor conditions and neglect.
Euphorbia Millii (Dwarf Crown of Thorns)	9"	S	H	Red bracts surround flowers most of year. "Fireball" cultivar is best.
Ficus Montana (Oak Leaf Fig)	6-9"	PS, SH	H	Bright green leaves, coarse texture, good under tree.
Licania Michauxii (Gopher Apple) Native	3-12"	S, PS	H	Leaves dark green above and downy white below, red fruit in summer. Tolerates poor soil.
Liriope Spicata (Creeping Lilly Turf, Creeping Liriope)	6-18"	SH	H	Faster growing than L. Muscari.
Ophiopon Japonicus (Dwarf Lilly Turf, Mondograss)	6-12"	SH	H	Dark green glossy leaves, poor soils.

Setcreasea Pallida (Purple Heart)	14"	S, PS	H	Purple foliage, performs well under trees. Prune for more compact growth.
Trachelospermum Asiaticum (Small Confederate Jasmine)	8-12"	S, SH	M	Glossy dark green foliage that will form thick mat that suppresses weeds.
Tradescantia 'Spathacea Rhoeo' (Moses in Cradle or Oyster plant)	12"	S, SH	H	Well drained to dry soils low spreading clumps.

Tree Trimming, Stabilizing, and Removal

The Association will periodically use the services of a licensed arborist to assess the condition of the Manor trees and make recommendations regarding pruning, stabilizing, and removal of trees.

If a homeowner believes a tree in the common area is damaged, diseased, needs trimming, or is unsound, contact the Management Company. An appropriate course of action will be decided by the Association with consult of an arborist.

The Association will trim trees (on a schedule recommended by and agreed upon with the landscape company). Heavy pruning will be done only to correct a specific condition and under the supervision of an arborist.

Lawn Areas

The Association will plug those common areas that have working irrigation and sufficient sunlight.

Fertilizer, insecticide, and pesticide will be applied according to schedule agreed upon with the landscape company.