

THE VILLAS OF CITRUS SPRINGS

361 SOUTH TANGERINE SQUARE SW
VERO BEACH, FLORIDA 32968



DEED RESTRICTED GUIDELINES & POLICIES

Last Revision April 19, 2019

DEED RESTRICTED GUIDELINES AND POLICIES

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DEED RESTRICTED GUIDELINES AND POLICIES

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DEED RESTRICTED GUIDELINES AND POLICIES

Village "A" Homeowners Association, Inc.
a.k.a. THE VILLAS OF CITRUS SPRINGS
361 S. Tangerine Square SW.
Vero Beach, Florida 32968



THE VILLAS OF CITRUS SPRINGS HOMEOWNERS ASSOCIATION

The Villas of Citrus Springs was incorporated in 2001. It is one of seven villages comprising the Citrus Springs PUD.

Each village has its own set of governing documents and each village and its members are also members of the Citrus Springs Master Homeowners Association. The Citrus Springs Master Homeowners Association documents will override the Citrus Villas Homeowners Association documents wherever there is a conflict.

This **DEED RESTRICTED GUIDELINES & POLICIES** document has been established by the Villas of Citrus Springs Homeowners Association for the protection and enjoyment of its members, residents, and guests. It is a summary of the Declaration of Covenants, Conditions & Restrictions and the Villas of Citrus Springs By-laws, Resolutions and Policies, which are the controlling documents. As such, they do not constitute a full representation of our governing documents and are subject to periodic change.

GENERAL

1. The names, email addresses, and phone numbers of current Board members are posted on the bulletin board at the entrance to the Clubhouse.
2. During the meeting in April, the Board of Directors will set a schedule of meetings for the coming year. Meetings are generally held on the second Tuesday of the month at 7:00 PM in the Clubhouse. Meeting dates will be posted on the Clubhouse bulletin board. All residents are encouraged to attend all meetings.
3. Social activities are available. Please contact a Director or check the bulletin boards at the entrance to the Villas of Citrus Springs Clubhouse or in the Clubhouse kitchen for activities. A list of activities at the Citrus Springs Master Clubhouse is posted on that bulletin board.
4. The Villas of Citrus Springs is a deed restricted gated community. Each unit has been provided with one gate access device. Additional devices are available at a cost of \$40.00 which is subject to change without prior notice. Please allow several days for activation. Contact a member of the Board of Directors for additional openers.
5. Owners are required to pay assessments as explained in Article 5 of the Declaration of Covenants, Conditions, and Restrictions. Owners who are in arrears paying their assessments are subject to [APPENDIX D - COLLECTION POLICY](#). (A5.8)

DEED RESTRICTED GUIDELINES AND POLICIES

DRIVEWAYS AND OWNER'S SIDEWALKS

Periodic power washing of concrete surfaces is required to remove dirt and mold. It is the owner's responsibility to keep their driveways and sidewalks clean. The Board of Directors will send notices to owners whose driveways become unacceptable.

There are two options available to owners regarding their concrete surfaces.

1. After receiving Architectural Review Committee approval, an owner may coat his concrete surfaces with approved Bombay Beige color stain Silicone Acrylic H&C Concrete Sealer Solid Color. The Bombay Beige color stain must be mixed with H&C Sharkgrip Slip Resistant Additive or other appropriate slip resistant additives. Approval is not required to reapply the coating.
2. After receiving Architectural Review Committee approval an owner may coat his concrete surfaces may be coated with a transparent/clear sealer mixed with H&C Sharkgrip Slip Resistant Additive or other appropriate slip resistant additives. Approval is not required to reapply the coating.

These two coatings are not compatible. The sealer may not be applied over paint.

RESIDENTIAL

1. No living unit shall be used in whole or in part for anything other than residential purposes. No trade, traffic or business of any kind, whether professional, commercial, manufacturing or other non-residential use shall be conducted within the sub-division. (A10.4.2 & A10.4.11)
2. No residential dwelling or lot shall be used in manner that may jeopardize the health or safety of any resident of the community. Residents shall not do anything that will become an annoyance or nuisance or interfere with the reasonable rights and comforts of the units or adjacent properties. (A10.4.18 & A10.4.19)
3. No fences shall be constructed on any lot. (A10.4.1)
4. Detached auxiliary buildings including dog houses or storage buildings or storage containers, are not permitted. (A10.4.2)
5. No clothes or laundry lines shall be placed upon the exterior of any lot. (A10.4.5)
6. No outside burning of wood, leaves, trash, garbage, or household refuse shall be permitted. (A10.4.3)
7. Portable grills shall be stored discretely (not to be seen from roadway). Owners are responsible to carefully follow all safety precautions when storing propane tanks and gasoline.
8. The lakes shall not be used for swimming, boating or wading. An adult must be present to supervise children under sixteen (16) years of age whenever that child is within 25 feet of either lake.

DEED RESTRICTED GUIDELINES AND POLICIES

TRASH COLLECTION

1. Trash collection is provided by Waste Management for a fee paid by residents. Arrangements may be made by calling their office at 772-569-1776.
2. Trash, recycles and vegetative waste is collected on Tuesday. Items may not be placed at curbside before 8:00 PM on the evening prior to collection and shall be returned to their approved storage location no later than 9:00 PM on Tuesday.
3. Yard waste must be bundled and tied, be no more than four (4) feet in length and no more than three (3) inches in diameter and weighing not more than fifty (50) pounds.
4. Bulk items, such as kitchen appliances, furniture, televisions, garage equipment etc. will be picked up on the 3rd Saturday of every month. Bulk items should be at curbside no sooner than 8:00 PM that Friday but may not remain past 9:00 PM Saturday. Residents should call Waste Management to ensure pick up is accomplished.
5. Owners shall ensure all trash, recycle materials and vegetative waste is confined to prevent debris from blowing throughout the community.
6. Trash, garbage or other yard waste shall not be kept on any lot except in sanitary containers such as trash bags or trash cans.
7. Trash cans shall be kept in a clean and sanitary condition. (A10.4.3)
8. Trash cans shall be stored so as not to be visible from any road or an adjacent property within sight distance of the lot at any time except during refuse collection day(s). (A10.4.3)

SIGNS

All signs, billboards, and advertising structures of any kind are prohibited, except signs that have been approved in writing by Board of Directors of the community and the Master Board of Directors. No signs may be nailed or attached to trees. An owner may display one "For Sale" sign that does not exceed four (4) square feet and not taller than thirty-six (36) inches on his/her lot and must be removed when the house is sold or the house is taken off the market. If the sign is to be displayed on the owner's lot, the sign must be placed within the boundaries of the owner's lot and no further than ten (10) feet from the lot's front setback line. (A10.4.10)

MAILBOXES

No stickers shall be attached to mailboxes or mailbox posts. Temporary decorations for holiday celebrations are permissible but must not interfere with the delivery of the mail. All of these decorations must be removed within fifteen (15) days after the holiday and must comply with the latest regulations specified in the current Postal Reform Act.

DEED RESTRICTED GUIDELINES AND POLICIES

HURRICANE SHUTTERS

Approval

Any hurricane shutter or other protective devices visible from the outside of a home requires approval of the Architectural Review Committee before installation.

Types

Silver corrugated panel type shutters are standard for all homes in The Villas of Citrus Springs.

White accordion shutters shall also be permitted for use within the Community, with prior approval of the Architectural Review Committee.

Use of Hurricane Shutters

Whether they consist of accordion or panel type hurricane shutters, they may only be installed in the closed or partially closed position during the period specified by a National Weather Service tropical storm or hurricane watch or warning for Indian River County, Florida.

Removal of protective devices

While in residency, all storm shutters or protective devices must be returned to the open position within seventy-two (72) hours after such tropical storm or hurricane watch or warning expires or is otherwise no longer in effect.

Extended Absences May 1 through November 30

Any owner, tenant, or occupant of a home who will be away during the time frame May 1 through November 30 of any given year may install or close their accordion or panel hurricane shutters during the period when the home will be vacant. In doing so, the owner, tenant or occupant takes full responsibility for any damage to the property caused by improper circulation of air, including but not limited to, mildew, mold or other problems, as well as break-ins which may occur to the home because the hurricane shutters or other protective devices signified that no one was in residence.

Association responsibility

Neither the Citrus Springs Master Homeowners Association nor the Villas of Citrus Springs Homeowners Association have any responsibility for protecting individual homes from storm or hurricane damage or for issuing alerts to owners, tenants, or occupants of any dwelling with regard to severe weather conditions.

Neither the Citrus Springs Master Homeowners Association nor the Villas of Citrus Springs Homeowners Association have any responsibility with regard to hurricane storm protection of any nature relating to any occupied or unoccupied home. Neither of the Homeowners Associations have any responsibility to close or open accordion, panel, or other protective devices on any home.

It is the owner's, tenant's, or occupant's sole responsibility to make arrangements to protect the dwelling.

DEED RESTRICTED GUIDELINES AND POLICIES

HOUSEHOLD PETS

For purposes of this document, household pets are defined as dogs, cats, domestic birds, and fish. (A10.4.10)

1. No animals, livestock, poultry, reptiles, amphibians of any kind with the exception of household pets may be kept within the property of the community provided they do not become a nuisance/annoyance to any other owner.
2. Household pets shall not be kept, bred, or maintained for any commercial purpose.
3. All pets must be properly licensed by the county if applicable. Residents are encouraged to have their pets neutered. All owners of pets must comply with the Indian River County, Florida Code of Ordinances, Indian River County, Florida Section [302.05, ADDITIONAL OWNERSHIP RESPONSIBILITIES](#).
4. Pets shall be kept in the owner's home or lanai and may be tied outside as long as they are not left unattended and do not disturb other residents.
5. Owners, tenants or guests of the owner or tenant shall not be permitted to take their pet(s) outside without a leash.
6. All pet feces must be picked up by its owner or caretaker.
7. Pets shall also be subject to applicable Rules and Regulations of the Subdivision Association and their Owners shall be held accountable for their actions. (A10.4.10)
8. If a pet, regardless of type, size, or breed, is aggressive toward other pets or residents of the community, the home owner may be fined and the pet owner may be requested to remove the pet from the community.
9. The following at risk dogs are not permitted: Chow, Doberman, Akita, German Shepherd, Pit Bull, Carnies, Rottweiler, Staffordshire terrier, unless owned to assist the blind or disabled and is certified as such. Proof of certification shall be required.

The Board of Directors reserves the right to ask for proof of breed and licensing.

FLAGS

1. An owner may erect a freestanding flagpole no more than twenty (20) feet high on any portion of the homeowner's real property as long as the owner is in compliance with Florida's statutes regarding the display of flags. No flagpole shall be used as an antenna. (A10.4.4.4)
2. Any homeowner may display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable, removable official flag, in a respectful manner, not larger than 41/2 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or a POW-MIA flag, regardless of any covenants, restrictions, bylaws, rules, or requirements of the association. FL Code 720.304(2)(a)

DEED RESTRICTED GUIDELINES AND POLICIES

HOLIDAY DECORATIONS

Holiday decorations do not require approval if installed within thirty (30) days of the holiday and removed no later than fifteen (15) days after a holiday.

LIGHTING

1. No permanent outside lighting or flood lights shall be placed, allowed, or maintained on any lot without the approval of the ARC.
2. Garage coach lights must be identical to each other, white in color & substantially similar to other lights within the Community. They shall not contain colored bulbs except when the bulbs are classified as insect repellant lights. Colored bulbs are permissible during holiday season but shall be removed within fifteen (15) days after the holiday.

PLAY EQUIPMENT

1. No permanent play structures are permitted within the community including but not limited to basketball hoops, swing sets, hockey and soccer nets, skate board ramps, and trampolines. (A10.4.6)
2. Play equipment/toys cannot be left unattended in the front, back, or side yards, or sidewalks, driveways, or roadways. If not in use, they must be garaged.

LEASES

Lease shall be subject to the provisions of [APPENDIX H - LEASES & PROCEDURES](#).

LEASE DIRECTOR

At the Annual Board of Directors Meeting, the President shall appoint a Director to perform the duties of Lease Director. This Director shall:

- Receive and process new tenant leases and lease extensions, applications, and fees,
- perform background checks on new leases and on extensions when required,
- maintain the lease files of the Homeowners Association,
- advise owners in writing when tenants fail to obey the rules of the Association, and
- make recommendations to the Board regarding leases & lease extensions.

GENERATORS

Permanent generators require the approval of the Architectural Review Committee and must meet all Indian River County specifications/certifications and are subject to the provisions of [APPENDIX G - PERMANENT GENERATOR GUIDELINES](#). All specifications of the generator including decibel level, size, location, and installation plans must accompany the request.

DEED RESTRICTED GUIDELINES AND POLICIES

VEHICLES AND PARKING

Trucks and non-passenger vans rated three quarter ($\frac{3}{4}$) ton or less, without any advertising or logos used as a resident's regular and usual form of transportation shall be permitted and should be parked only in garages or driveways.

1. No cargo or debris shall be visible in a truck bed belonging to a resident, his or her family, a friend, a tenant, or an invitee at any time.
2. All vehicles with logos or advertising must be parked in garages with the exception of maintenance vehicles performing a service for a home owner. (A10.4.17.3)
3. Boats, campers and trailers shall be permitted to be parked in the Villas of Citrus Springs only if parked in garages, unless necessary for cleaning, loading or unloading during daylight hours only. (A10.4.17.4)
4. Travel trailers, motor coaches, motor homes and mobile homes and any other trailer or vehicle not specifically permitted herein, shall not be parked in the Villas of Citrus Springs at any time, unless necessary for cleaning, loading or unloading during daylight hours only. (A10.4.17.5)
5. All motorized vehicles operated on Villas of Citrus Springs streets must have a current state registration and meet the minimum insurance requirements of that state.
6. No golf carts are permitted within the community.
7. No maintenance or repairs shall be performed on any vehicles upon any portion of Village "A" except in an emergency. Notwithstanding the foregoing, all repairs to disabled vehicles within the Property must be completed within two (2) hours from its immobilization or the vehicle must be removed. (A10.4.17.6)
8. No vehicle shall be parked on any lawn, yard, travel area of streets, or other area not intended for vehicular use. At no time should a vehicle partially or fully block the sidewalk. (A10.4.17.8)
9. Parking in someone else's driveway is not permitted without permission of the owner of the driveway.
10. No overnight parking is permitted at the clubhouse. Overnight is defined as any time between 12:30 AM and 6:00 AM.
11. No vehicle shall be parked partially or fully on the street overnight (12:30 AM to 6:00 AM) without written approval from the Board of Directors.
12. No vehicle shall block access to a mailbox or entrance to a driveway. (A10.4.17.8)
13. The Community streets are private and not public thoroughfares. Speed and Stop signs are posted and must be observed at all times for the safety of all residents.
14. Any vehicle violating these regulations may be towed at the owner's expense.

DEED RESTRICTED GUIDELINES AND POLICIES

POOL AND CLUBHOUSE

Access

The pool and clubhouse are accessed using different keys. Each unit owner has been supplied with one complete set of keys for the pool area and the clubhouse. Additional keys can be purchased for \$5.00 per key (subject to change) by contacting a member of the Board of Directors.

Parking

No overnight parking is permitted at the Clubhouse. Overnight is defined as any time between 12:30 AM and 6:00 AM.

Pool Rules (A10.5.3)

1. The pool is available dawn to dusk and is accessed by using the pool gate located to the east (left) of the front door.
2. There is no lifeguard on duty and the use of the swimming pool is at one's own risk.
3. Diaper dependent persons are prohibited from entering the swimming pool. Children in swim diapers are prohibited from entering the swimming pool.
4. No smoking, glass containers, or alcohol is permitted at pool side.
5. No jumping or diving is permitted.
6. An emergency first aid kit is located in the clubhouse on the wall near the bathrooms.
7. Please shower before entering the pool.
8. Swimwear should be confined to the immediate pool area. Please do not enter the clubhouse with wet swimwear, except to use the restrooms.
9. An adult must accompany children under sixteen (16) years of age at the pool or when using the exercise equipment or any other Clubhouse facility.
10. The Clubhouse is to be utilized for Association sanctioned activities only. No private parties are permitted.
11. Proper attire is required in the gym at all times. Before leaving the gym, the blinds must be in the open position, the thermostat set to air conditioning, the fan set to AUTO & the temperature set to 79 degrees. Residents are expected to clean the exercise equipment with the materials provided by the Homeowners Association when they are done using it.
12. The library, located within the Clubhouse, is for residents only. Please return all books as quickly as possible. All donations to the library are appreciated and may be placed on the shelves along with those items already in circulation.

DEED RESTRICTED GUIDELINES AND POLICIES

ARCHITECTURAL REVIEW COMMITTEE

All exterior modifications to the building or landscape require the Villas of Citrus Springs Architectural Review Committee approval before any changes are initiated. (A10.1)

The Architectural Review Committee meets in the Clubhouse at 9:00 AM on the 3rd Monday of each month but the time and day may change to accommodate the majority of Committee members. Meeting dates and an agenda will be posted on the Clubhouse bulletin board 48 hours in advance.

Approvals are valid for a period of six (6) months. After that time has elapsed, the owner must reapply or ask for an extension.

After receiving approval from the Architectural Review Committee, modifications that are structural in nature may also require the approval of the Citrus Springs Master Architectural Review Committee. (A10.1)

Owners who are unsure if approval of a modification is required should ask an Architectural Review Committee member. (A10.2)

1. Committee approval is required to add additional garden areas or change the size or shape of existing garden areas.
2. No artificial plants of any kind are permitted outside of the home except during holiday periods.
3. Dead or dying plants and shrubs may be removed without Committee approval. However, approval is required for replacing them or adding new perennial plants and shrubs.
4. Annual plants do not require Committee approval, and are the responsibility of the owner to remove.
5. Committee approval is required to plant or replace any tree and it must comply with [APPENDIX B - TREE REPLACEMENT POLICY](#).
6. Committee approval is required for placement of all exterior wall decorations including replacing the carriage lights on either side of the garage.
7. Edging and mulch must comply with the policy in [APPENDIX F - MULCH AND EDGING](#).
8. The owner is solely responsible for obtaining proper permits, adhering to all building codes, and ensuring that contractors are licensed and properly insured.
9. The Sub-Division Association shall not be responsible for defects in plans or specifications or for defects in improvements. The Sub-Division Association's review of plans is limited solely to appearance of the improvements and does not include any review to determine compliance with applicable building codes. (A10.2.6)

DEED RESTRICTED GUIDELINES AND POLICIES

LANDSCAPING NO CUT LIST

The No Cut List is a tool that owners may use to limit the work that the Homeowners Association's landscapers perform on their property. Owners must apply to the Architectural Review Committee to be placed on the No Cut List.

The following information is required on the ARC application.

- Start date of the No Cut period
- End date of the No Cut period
- Name and contact information of the person or service responsible for maintaining the landscape
- Schedule of when the work will be performed
- Instructions to the person or service performing the landscaping

Owners who choose to personally maintain their property and are absent for periods in excess of 60 days may have their property removed from the list.

The Architectural Review Committee will remove a property from the No Cut List if the responsible party does not maintain the property to its satisfaction.

The Homeowners Association's landscapers will perform normal maintenance on any property that is not on the list or that has been removed from it.

BERM PLANTING GUIDELINES

The berms along the north, west and south sides of Village "A" are controlled and maintained by the Homeowners Association. They have the responsibility to plant and trim shrubbery on it in accordance with the Indian River County Plat Map requirements.

Owners desiring to add trees, shrubbery, or flowers to that portion of the berm directly behind their homes must receive approval from the Architectural Review Committee before planting.

The owners will be responsible for trimming the shrubs that they plant to the satisfaction of the Homeowners Association.

If the shrubs planted by an owner are not maintained to the satisfaction of the Homeowners Association, the Association will have the shrubs trimmed to its satisfaction. The owners will have no input into this trimming and may be billed for the service.

TREE REQUIREMENTS AND REPLACEMENT

[APPENDIX A - TREE REQUIREMENT RESOLUTION](#) requires each Lot shall have a minimum of one (1) tree in the front circular landscaping bed and one (1) tree in the side/landscaping bed, that which encompasses the air conditioning compressor of each property. It also sets minimum requirements for shrubbery.

The replacement and quality of trees planted within the Villas of Citrus Springs community shall be governed by [APPENDIX B - TREE REPLACEMENT POLICY](#).

DEED RESTRICTED GUIDELINES AND POLICIES

ORNAMENTATION

Ornamentation is broadly defined as pots containing living plants, decorative flags, fountains, statues, ceramic figurines, or bird baths and is subject to [APPENDIX C - ORNAMENTATION POLICY](#).

SATELLITE DISH ANTENNAS

The placement of Satellite TV Dish Antennas shall be in accordance with Appendix G of this document. Architectural Review Committee approval is not required to install a satellite television dish antenna provided the installation meets the provisions of [APPENDIX G - SATELLITE DISH TELEVISION ANTENNA GUIDELINES](#).

ANTENNAS

Any antenna that is not designed solely for receiving satellite television signals (e.g. CB or Ham Radio) must be approved by the Board of Directors before installation.

PATIO/LANAI AND FRONT ENTRANCE

Screening to enclose a patio, lanai, or the side entry of a residential must comply with [APPENDIX I - SCREEN ENCLOSURES & PRIVACY WALLS](#).

SOLAR ROOF PANELS

Installation of solar roof panels shall be permitted only by obtaining Architectural Review Committee and Board of Directors approval. If approval is given, it is the owner's responsibility to remove the panels for roof repair/replacement as well as re-installing them after the repairs/replacement has been completed. The owner is responsible for the financial responsibility of removing and replacing the panels as well as any repairs needed for the panels to remain in an operative mode. . Owners should be aware that installing any device on the roof will void the warranty offered by the manufacturer and installer.

WINDOW COVERING

Interior window covering, including solar film, may be installed after receiving Architectural Review Committee approval. No sheets, towels, aluminum foil, reflective film covering, or any other non-window treatment will be permitted. (A10.4.20)

GARAGE DOORS

1. Garage doors must be completely closed at all times except for normal egress or ingress, and when working in garage or participating in an outdoor activity at the residential unit.
2. Garage screen doors of any kind are not permitted.

DEED RESTRICTED GUIDELINES AND POLICIES

COMPLIANCE

If any owner, tenant, or occupant of a home fails to comply with these Deed Restricted Guidelines and Policies or with any of our governing documents, the home owner shall be subject to the imposition of fines and other penalties.

In the event that an owner of any lot shall fail to maintain the premises and improvements situated thereon in a manner satisfactory to the Sub-Division Association, the Association shall have the right, but not the requirement, to enter upon the lot for the purpose of repairing, maintaining and restoring the lot at the sole cost of the owner of the lot. (A10.3.2, A10.6, A7.1)

The failure of the Sub-Division Association to enforce these Covenants, however long continuing, shall not be a waiver of the right to enforce these Covenants later. (A7.1)

VIOLATIONS/FINES

Any owner taking any actions that require Architectural Review Committee approval before receiving that approval in writing may be fined in addition to any other action deemed necessary by the Board of Directors. (A10.7)

Approvals are valid for a period of six (6) months. After that time has elapsed, the owner must reapply.

The following procedure will be followed when the Architectural Review Committee becomes aware that a property is out of compliance.

3. A letter will be sent to the owner detailing the violation and seeking compliance within fifteen (15) days.
 - a) If the owner complies, no further action is necessary.
 - b) If the owner does not comply, a second letter will be sent giving the owner an additional fifteen (15) days to comply.
3. Unless the owner is able to justify the violation, he must meet the conditions and deadline stated in the ARC letter.
 - a) After the property is brought back into compliance, the owner may apply to the Architectural Review Committee for approval if they wish to continue with the alteration.
 - b) A Committee representative will inspect the property after the deadline.
 - c) If the property is not in compliance, the Committee will notify the Board of Directors and may recommend that the owner be fined.
 - d) The Board of Directors may also decide to impose a fine without an Architectural Review Committee recommendation.
3. The Board of Directors will meet to discuss further action to include imposition of a fine.

DEED RESTRICTED GUIDELINES AND POLICIES

4. If the Board of Directors votes to propose that a fine be levied against an owner, the Board will advise the owner in writing that:
 - a) the fine that has been proposed and the amount of the fine;
 - b) the owner has the right to attend a hearing before the Fine Review Committee;
 - c) the date, time and location of the hearing which shall be at least fifteen (15) days after the date of writing and,
 - d) that the Fine Review Committee will decide whether to impose the proposed fine at the hearing regardless of whether the owner elects to attend.
5. At the Fine Review Committee meeting:
 - a. The Board of Directors will present the Fine Review Committee with a description of the violation and the history of the action taken.
 - b. The owner may present evidence in person or in writing that the fine should not be levied. The owner may elect not to attend the meeting without prejudice to his position.
 - c. At the meeting, both the Board of Directors and the owner will meet with the Fine Review Committee separately.
 - d. The Fine Review Committee will either approve or disapprove the proposed fine prior to adjourning the meeting. The Chairman will notify the Board of Directors in writing of the results of the meeting and submit a copy of the minutes within three (3) days.
 - e) If the Committee, by majority vote, does not approve the proposed fine, it shall not be imposed.
 - f) If the fine has been approved the owner must pay the fine within forty-five (45) days of the mailing to avoid interest accrual in accordance with Article 10.1 of the Covenants.
 - g) The Board of Directors shall notify the owner in writing of the Fine Review Committee's decision.

END OF DOCUMENT

DEED RESTRICTED GUIDELINES AND POLICIES

SIGNATURE PAGE

March 8, 2016

In an action taken at a regularly scheduled Board of Directors meeting, the Board of Directors by majority vote did approve replacing the 2013 Deed Restrictions and Guidelines document and its language with the 2016 Deed Restrictions and Guidelines document and appendixes for the Villas of Citrus Springs a/k/a Village "A".

_____/S/_____

Margaret Hoffman, President

_____/S/_____

Anthony Angelastro, Vice President

_____/S/_____

Darlene Silverstein, Treasurer

_____/S/_____

Linda Brna, Secretary

_____/S/_____

Fred Weinkauff, Director

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DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX A - TREE REQUIREMENT RESOLUTION

Approved July 14, 2015

**RESOLUTION OF THE BOARD OF DIRECTORS OF
VILLAGE "A" HOMEOWNERS ASSOCIATION INC.
a/k/a THE VILLAS OF CITRUS SPRINGS
REGARDING THE ENFORCEMENT OF 10.3.1 OF THE
DECLARATION OF COVENANTS AND RESTRICTIONS**

THIS RESOLUTION adopted this day of July 14, 2015 by the Board of Directors of Village "A" Homeowners Associations, Inc. a/k/a The Villas of Citrus Springs (the Association), a homeowners association made up of 102 units/parcels.

WHEREAS, the Association is a community association operating pursuant to Chapter 720, Florida Statutes; and

WHEREAS the Association is located in Indian River County, Florida; and

WHEREAS 10.3.1 of the Declarations of Covenants and Restrictions, specifically that which instructs that the Owner(s) of a Lot is/are responsible for the replacement of trees and shrubs has not always been fully implemented

WHEREAS the replacement of trees and shrubs refers to that vegetation supplied by the builder: one (1) Queen Palm and Hibiscus shrubs surrounding that Queen Palm in the front circular bed of each Lot, one (1) Queen Palm, one (1) Robellini Palm and Hibiscus shrubs surrounding these palms in the side landscaping bed encompassing the air conditioning compressor of each property and

WHEREAS the Association cannot accurately determine the length of time select properties have not been in compliance with the aforementioned 10.3.1 specifically that clause referring to replacement of trees and shrubs supplied by the builder

NOW, THEREFORE, the Board of Directors of the Association resolves the following:

1. Each Lot shall have a minimum of one tree in the front circular landscaping bed and one tree in the side/landscaping bed, that which encompasses the air conditioning compressor of each property and
2. Each lot shall contain Hibiscus shrubs surrounding the tree(s) in the front circular bed, lining the walkway leading from the driveway to the front/main entrance and surrounding the tree(s) in the side landscaping bed that which encompasses the air conditioning compressor on each Lot: or alternative shrubbery which has been approved by the Architectural Review Committee.
3. The Resolution will be attached to the minutes of the meeting at which this Resolution is adopted.

END OF RESOLUTION

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX B - TREE REPLACEMENT POLICY

Approved March 19, 2019

The Resolution adopted by the Villas of Citrus Springs Board of Directors on July 14, 2015 regarding tree requirements states in pertinent part:

NOW, THEREFORE, the Board of Directors of the Association resolves the following:

1. *Each Lot shall have a minimum of one tree in the front circular landscaping bed and one tree in the side/landscaping bed, that which encompasses the air conditioning compressor of each property and,*
2. *Each lot shall contain Hibiscus or other shrubs approved by the Architectural Review Committee surrounding the tree(s) in the front circular bed, lining the walkway leading from the driveway to the front/main entrance and surrounding the tree(s) in the side landscaping bed that which encompasses the air conditioning compressor on each lot.*

Queen Palms (*Syagrus romanzoffiana*) and **Foxtail Palms** (*Wodyetia bifurcata*) are the species designated to meet these requirements. A **Robellini Date Palm** tree (*Phoenix roebelenii*) will also be acceptable in the side landscaping bed only.

Any palm in either of these areas infected with a disease may be replaced with an **Eagleston Holly** (*Ilex x attenuata*), a **Japanese Blueberry** (*Elaeocarpus decipiens*), or **Little Gem Southern Magnolia** (*Magnolia Gandiflora*) tree. However, owners may replace diseased palms with a **Queen Palm** or **Foxtail Palm** or, a **Robellini Date Palm** (in the side landscaping bed only) if they choose to accept the increased risk of it dying. Before replacing diseased palms with any species of palm, owners must follow accepted procedures for treating the soil to reduce the chance of infecting other palms in the area.

Sebastian River Farms 772-778-6977 is the preferred provider of hardwood trees. They do not sell to the public so the person planting your tree should contact them to arrange for pick up.

Landscaping services provided by The Villas of Citrus Springs may not include non-normal maintenance for any vegetation planted by owners. Owners should be prepared to satisfy this requirement independently.

STANDARDS

All trees planted in the Villas of Citrus Springs, regardless of the reason, must meet all of the following community standards:

- The tree must be graded at Florida Fancy or Florida #1 using the Florida Grades and Standards for Nursery Plants as passed by the Florida Legislature.
- The tree must be at least 10 feet tall excluding the root ball.
- The tree must have at least 4 feet of trunk free of branches when planted and maintained in that configuration or greater throughout its life.
- Trunks should be straight and free of 'dog legs', curves and other deformities.
- Some species of trees or palms may not be capable of satisfying the height standard. They will be considered by the Committee on an individual basis.

Owners are ultimately responsible for ensuring that any trees they plant meet these standards and should require the sales vender to guarantee that in writing. A copy of that document must be submitted along with their Architectural Review Committee application.

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX C - ORNAMENTATION POLICY

Approved March 30, 2015

Attractive and tasteful landscapes are a result of thoughtful planting of trees, shrubs, and flowers with accents and careful placement of ornamentation.

Ornamentation is broadly defined as pots containing living plants, decorative flags, fountains, statues, ceramic figurines, or bird baths. All ornamentation must be less than three (3) feet in total height.

The following rules shall govern the use of ornamentation. There will be no '*grandfathering*' of ornamentation that is presently in place.

1. No ornamentation of any kind is permitted on the concrete driveway and the narrow walkway across the front and along the side leading up to the enlarged entry door area.
2. Ornamentation placed on the enlarged concrete area near the entry door does not require Architectural Review Committee approval if it is less than three (3) feet tall.
3. Ornamentation inside a screened or otherwise enclosed area does not require ARC approval.
4. Dead plants, shrubbery or trees and any damaged vegetation should be replaced in a timely manner. If it is replaced with a different species of vegetation, Architectural Review Committee approval is required before work begins.
5. Artificial vegetation of any kind is prohibited.
6. Ornamentation may not hinder landscape maintenance.

Residents are asked to be considerate of their neighbors by taking steps to prevent all outdoor objects from becoming airborne whenever a hurricane watch or warning has been issued for Indian River County or whenever a tropical storm is approaching.

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX D - COLLECTION POLICY

Approved November 25, 2014

The following was unanimously adopted by the Board of Directors November 25, 2014:

Effective January 1, 2015:

1. Payment of monthly fees not received by the end of the month in which they are due shall begin to accrue interest at 18% per annum.
2. Delinquent members shall be notified by the Association accountant of their delinquent status.
3. Not paid in 90 days the account shall be turned over to the Association's attorney for collection and the start of the foreclosure process.
4. All legal fees associated with the delinquency shall be the responsibility of the delinquent member.

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX E - PERMANENT ELECTRICAL GENERATOR INSTALLATION

Approved December 4, 2017

The Architectural Review Committee will use the following guidelines when considering an application to install a permanent electrical generator.

- **FUEL** - Natural gas is the only fuel that will be approved. No above or below ground storage tanks are permitted.
- **LOCATION** -The generator must be installed on a concrete pad not to exceed 6 inches in height. Whenever codes allow, it must be located to the rear of the AC condenser. Owners must take care to avoid property lines and blocking drainage swales.
- **APPEARANCE** - Generators must be a neutral color that blends with the landscape and shielded from view by vegetation if any portion of it is visible from the street.
- **NATURAL GAS LINES** - All fuel supply lines must be underground.
- **NATURAL GAS METER** - Newly installed gas meters must be located midway along the owner's sidewalk or to the rear of the AC condenser as close as possible to the building. Under no circumstances will the meter be located along the front of the building.
- **NATURAL GAS VENTS** - All indoor appliance combustion gases must be vented through the roof.
- **ELECTRICAL LINES** - All electrical cables must be underground or routed inside of the building. Any surface mounted wiring must be in conduit painted the same color as the nearest portion of the building.
- **MUNICIPAL PERMITS & CODES** - The owner is responsible for ensuring that all municipal codes are satisfied and for obtaining all required permits. A copy of all municipal permits must be submitted to the Architectural Review Committee upon completion of the installation.

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX F - MULCH AND EDGING

Approved March 19, 2019

These guidelines were established to ensure even application of principles when deliberating on applications submitted to the Committee and the overall appearance of the community.

MULCH

Mulch must be replaced when discolored or rotten. Mulch may be red cypress, red or natural colored eucalyptus, stones, or other material approved by the Architectural Review Committee. No rubber mulch will be approved. Committee approval is not required to replace existing mulch or when adding additional mulch as long as the replacement or additional mulch is the same type and color as the existing mulch.

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### EDGING

Committee approval is required for placing or replacing edging around existing planting beds. Edging may be made of brick, stone or concrete of a neutral color. No edging is permitted along driveways. No new plastic or rubber edging will be permitted. Existing plastic or rubber edging must be removed or replaced with approved edging when it deteriorates.

END OF APPENDIX

# DEED RESTRICTED GUIDELINES AND POLICIES

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## APPENDIX G - SATELLITE DISH TELEVISION ANTENNA GUIDELINES

Adopted November 8, 2018

Satellite dish antennas must have a clear path to the satellite in the southwest sky to receive a reliable signal. Buildings, trees, and other objects, whether they are on your property or not, will block or disrupt the signal causing interruptions in service.

Our buildings have many different orientations to the southwest and numerous trees. This variety makes it difficult to formulate rules specifying where these antennas can be mounted. Each house will have one or more of its own unique location(s).

The Architectural Review Committee is tasked with approving all exterior modifications while maintaining aesthetics and substantial uniformity. Our community's appearance greatly affects property values. Dish antennas that are visible from the street have a negative effect on appearance. Architectural Review Committee approval is not required before mounting a dish antenna in one of the five pre-approved locations and in an approved method. When selecting a location to mount a dish antenna on your home, follow the guidelines below.

- **DO NOT MOUNT DISH ANTENNAS ON THE ROOF.** Mounting dish antennas on the new roof will void the warranties.
- Do not mount the dish antenna on a pole in the ground in a location that will prohibit cutting and trimming the lawns, bushes, and trees.
- Do not mount the dish antenna on a pole in the ground or on a bracket attached to the wall above the side entry door or forward of it.
- Do not mount the dish antenna on the front of the building or anywhere in the front of the house.

Preferred locations in order of preference are:

1. On a bracket attached to the wall to the rear of the side landscaping bed.
2. On a bracket attached to the rear wall of the house.
3. On a pole in the ground behind the side landscaping bed no more than 4 feet from the house to avoid disturbing the drainage swale.
4. On a pole in the ground at the rear of the house. The pole may not be mounted more than 10 feet from the rearmost wall of your house. This location is not possible if you have a concrete patio that runs the full width of your house.
5. On a pole mounted in the side landscaping bed even though it may be visible from the street. The base of the pole shall be shielded by landscaping on the side facing the street.

The top of a pole mounted antenna may not be higher than 5 feet above the ground. Wires from pole mounted dish antennas must be buried in the ground.

Moving an existing dish antenna to one of the preferred locations is optional unless it is mounted on the roof. In that case it **MUST** be moved.

**DISH ANTENNAS AND WIRING THAT ARE NO LONGER ACTIVE  
MUST BE REMOVED REGARDLESS OF THEIR LOCATION.**

## DEED RESTRICTED GUIDELINES AND POLICIES

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Winds may cause an improperly mounted dish antenna to move. This could result in an unsatisfactory signal. For best results, wall brackets and braces should be firmly attached to the wall. If placed on a pole in the ground, it should be mounted in concrete below ground. Remember that these devices must withstand hurricanes.

Be aware that your installer may want to mount the antenna where it is easiest or cheapest for them. This probably will not be where it is best for you or our community. Use these guidelines to tell them where you want it mounted.

If none of the five preferred locations provide an acceptable signal for your situation, please contact an Architectural Review Committee member for help. Our goal is to help owners find a dish antenna location that will provide a satisfactory satellite signal while protecting The Villas appearance and values.

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FIGURE 1. Acceptable wall mounted dish antenna



FIGURE 2. Acceptable pole mounted dish antenna

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX H - LEASE POLICY

Approved March 19, 2019

NEW TENANT LEASE

An owner desiring to lease their property to a new tenant must submit the following items to the [Lease Director](#) thirty (30) days prior to the effective date of the lease.

- A completed and signed copy of the lease,
- a completed and signed copy of Villa's Lease Application Form, and
- a non-refundable check for the application fee made out to The Village A Homeowners Association in the amount of \$100.00.

The Lease Director will perform the required background checks then present a summary to the Board of Directors. The results of any background checks are confidential and should not be shared with any person not on the Board of Directors.

The Board will vote to approve or disapprove the lease at a regular meeting or by email. An email vote must be unanimous to be valid. The Lease Director will advise the owner of the result of the vote in writing and will advise the Welcoming Committee to schedule a meeting with the new tenants.

LEASE EXTENSION

An owner desiring to extend an unexpired lease for an existing tenant must submit the following items to the Lease Director thirty (30) days prior to the expiration of the current lease.

- A completed and signed copy of the lease extension,
- A completed and signed copy of Villa's Lease Extension Application Form, and
- A check made out to The Village A Homeowners Association in the amount of \$50.00 for the extension application fee.

The application fee will be returned unless the extension application is received less than thirty (30) days before the expiration of the current lease or if background checks are performed.

After a review of Homeowners Association files, the Lease Director will present a summary to the Board of Directors. The Board will vote to approve or disapprove the lease extension at a regular meeting or by email. A vote taken by email must be unanimous to be valid. The Lease Director will advise the owner in writing of the result of the vote.

DEED RESTRICTED GUIDELINES AND POLICIES

The following applies to all leases and lease extensions.

1. No lease shall be for a period of less than one (1) year.
2. No unit shall be rented more than once in any twelve (12) month period.
3. No rental shall take place without the express written consent of the Association.
4. Approval for lease extension may be withheld if tenants violate The Villas of Citrus Springs Homeowners Association rules.
5. Expired leases are not eligible for an extension and must follow the new tenant lease procedures.
6. No owner or entity shall sublet any unit and may not rent or lease single rooms or portions of units.
7. All applicants for occupancy shall consent to meeting with the Lease Director or his designee and to required background checks before the being considered by the Board of Directors. The checks include, but are not limited to, any or all of the following:
 - Criminal background check
 - Credit report
 - Sexual offender check
 - References
 - Previous landlords
8. Tenants with pets must comply with the requirements of the [Pet Section](#) in this document.
9. It is the express responsibility of unit owners to inform realtors, prospective renters, and lease holders of these and all other rules and regulations governing The Villas of Citrus Springs. Owners will be held responsible for any rule violation by their tenants.

END OF APPENDIX

DEED RESTRICTED GUIDELINES AND POLICIES

APPENDIX I - SCREEN ENCLOSURES & PRIVACY WALLS

Approved April 9, 2019

EASEMENTS

Owners of properties along the northern and southern berms of Village "A" who are applying to the Architectural Review Committee for approval to pour a concrete patio, extend an existing patio, or install a screen enclosure must be granted a 10 foot release from the 25 foot Vegetative Easement that is controlled by Indian River County and the Village "A" Homeowners Association.

Neither the Village "A" Architectural Review Committee, nor the Master Architectural Review Committee, will consider any such application unless the release has been granted. The application package must include a copy of the document granting the release.

SCREEN ENCLOSURES

1. Screen enclosures may only be installed over a poured concrete slab.
2. Screen enclosures may only be installed on the rear wall of a house or over the side entry.
3. Screen enclosures may not extend beyond the side wall of a building.
4. The frame of the screen enclosure must be white aluminum with black or dark gray screening.
5. The screen enclosure must have at least one door leading outside.
6. The roof line of the rear screen enclosure must match existing screen enclosures in the community.
7. The end of the rear screen enclosure along the property line between homes sharing a Party Wall¹ must be installed in a manner that allows the screens to be serviced or replaced from inside the enclosure even though there is no adjacent screen enclosure.
8. Owners must apply to the Architectural Review Committee for approval to install a retractable or non-retractable awning inside a rear screen enclosure.
9. The interior stucco walls of a screen enclosure must be painted the same color as the remainder of the building. Owners are responsible for moving furniture and wall hangings and providing access to the Association's painters whenever the exterior of the buildings are painted.

¹ PARTY WALL-An interior concrete block wall separating two adjacent homes supporting the common roof.

DEED RESTRICTED GUIDELINES AND POLICIES

PRIVACY WALL²

10. A Privacy Wall is not required when installing a rear screen enclosure.
11. Whenever a second screen enclosure is installed on the rear of a building, a Privacy Wall is not required except to comply with municipal codes.
12. If a Privacy Wall is not installed, either or both owners may apply to the Architectural Review Committee for approval to install a pull down blind or shade inside of the common end. Blinds or shades of any type or color are not permitted elsewhere on the enclosure.
13. Both owners of homes sharing a Privacy Wall must agree to the installation of a Privacy Wall before applying to the Architectural Review Committee for approval to install a wall. A completed copy of the Village "A" Privacy Wall Agreement form must be submitted with the application.
14. An owner must receive approval from the Village "A" Architectural Review Committee and the Master Architectural Review Committee before erecting a wall.
15. Privacy Wall may only be constructed of 8 inch blocks. It may not exceed 6 feet in height or extend more than 10 feet from the building.
16. Privacy Wall must be painted the same color as the adjacent building.
17. Privacy Wall must be constructed entirely on the property of the owner applying to install the wall and that owner will be responsible for maintaining the wall.
18. No plants, decorations, ornamentation, or other items may be placed on top of a Privacy Wall.
19. The adjacent owner may not alter or attach anything to a Privacy Wall without the written consent of the owner responsible for maintaining the wall. A copy of the agreement must be placed in the Architectural Review Committee files of both properties.
20. The owner of the wall erected entirely on his property may remove the Privacy Wall without permission of the adjacent owner.

END OF APPENDIX

² PRIVACY WALL-An optional exterior concrete block wall extending outward from the rear wall of a building.

DEED RESTRICTED GUIDELINES AND POLICIES

§ 302.05. ADDITIONAL ANIMAL OWNERSHIP RESPONSIBILITIES Indian River County, Florida Code

(A) *Responsibilities of dog and cat owners.* Notwithstanding compliance with sections 302.03 and 302.04 of this chapter, it shall be unlawful and subject to all penalties provided in this chapter for the owner of any dog or cat to fail to comply or cause compliance with any or all of the following obligations:

- (1) Keep each such animal under restraint.
- (2) Keep each such animal collared or harnessed.
- (3) Exercise that degree of care and control necessary to prevent such dog or cat from becoming a public nuisance or a nuisance to any person, other domestic animal or livestock, or to any real or personal property other than that of its owner. This obligation shall include but not be limited to:
 - (a) The prompt removal of feces of such animal from public walks, rights-of-way, park or recreation areas, beaches, or other public property, or from private property not belonging to the owner, unless the owner has been given express permission to make use of said private property; or
 - (b) Affirmative action by an owner as may be necessary to prevent material disturbance, annoyance or interruption of the reasonable possession, use and enjoyment of another's property, such as that resulting from an animal's habitual howling, whining, barking, digging, or other such obnoxious behaviors; or
 - (c) The abatement of unsanitary conditions characterized by emission of odors, breeding or habitation of insects, rodents or other vermin, or similar indications.
- (4) Keep any female dog or cat which is known or should reasonably be known by her owner to be in heat (estrus) confined at all times inside a house or other building or in the leashed company of its owner in a manner such that the animal cannot come into contact with a male of the same species, except for planned breeding purposes.
- (5) Timely comply at all times with all of the restrictions on a dangerous dog and all obligations imposed on the owner of a dangerous dog under this chapter.
- (6) Timely comply at all times with all restrictions imposed on a potentially dangerous dog under this chapter.
- (7) No owner shall allow a dog, when unprovoked, to bite, attack, endanger, or inflict injury on a human, domestic animal, or livestock while such unprovoked dog is on public or private property; or chase or approach an individual upon the streets, sidewalks, or any public grounds in a menacing fashion or apparent attitude of attack. Violations of this section may constitute proof of "prior knowledge of a dog's dangerous propensities" under F.S. § 767.13(2), as may be amended from time to time.

State Law reference— Derived from F.S. §767.11(1)(d) and (2).

(B) *Responsibilities of all animal owners.*

- (1) It shall be unlawful and subject to all penalties provided in this chapter for the owner of any animal to fail to comply or cause compliance with any or all of the following obligations:
 - (a) Ensure that the animal does not bite another domestic animal or human such that the bitten animal or human sustains a severe injury.
 - (b) Ensure that the animal does not attack or bite another domestic animal or human where such bite does not result in a severe injury.
- (2) It shall be unlawful for any livestock to run at large within the county. All persons owning livestock are hereby required to keep and prevent the same from running at large or straying within the county by keeping and maintaining them within good and sufficient fences and enclosures.

State Law reference— Derived from F.S. Ch. 588.
(Ord. No. 2006-001, § 1, 1-17-06)