



BEL-AIRE HOMEOWNERS ASSOCIATION OF PALM BEACH COUNTY, INC.

RULES

AND

REGULATIONS

POLICY MANUAL

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Bel-Aire Homeowners Association Rules and Regulations Policy Manual

INTRODUCTION

These rules and regulations govern all residents (owners, tenants, and guests) and are for the benefit of all. Compliance is required by everyone. They are based on the HOA 1997 amended and restated By-Laws, Declaration of Restriction and Protective Covenants filed with Palm Beach County and the Articles of Incorporation filed with the State of Florida. For more detailed regulations refer to the above and the latest Florida Statute, Chapter 720. Use of all common facilities is solely at the user's risk.

If you lease your unit, a copy of these rules must be given to your tenant, who must retain them for the term of the lease. In the event you sell your unit this document must be turned over to the purchaser. Any guest(s) also should be made aware of its contents and their responsibilities.

Individuals or families may have the use of the facilities restricted by the Board of Directors for any violation of these rules and regulations.

Since Boards of Directors change, it is highly recommended that you keep any changes that a Board approves as part of your household records.

GENERAL PROVISIONS

The following provisions have been promulgated to provide clarity to the Association covenants and to allow the Board of Directors to provide for a safe, secure, peaceful, and attractive community for the benefit of all homeowners.

1. All applicable laws, zoning ordinances, and regulations of all governmental bodies having jurisdiction shall be observed.
 - a. Each unit or villa is restricted to residential use as a single family residence by the homeowner(s), their immediate families, guests, or invitees, or their lessees.
 - b. No noxious, improper, offensive, or unlawful use shall be made of any unit, any lot, or common areas.

- c. No trade, or business shall be conducted nor any commercial use be made of any unit or lot that may adversely affect the community. This includes nuisances such as congested parking, noise, or possible safety and security threats.
 - d. There shall be no trade, business, or commercial use of any common areas, or community facilities, except as deemed necessary by the Association for the benefit of the community.
 - e. Violations of laws, orders, rules, regulations, or requirements of any governmental agency having jurisdiction in relation to any unit, any lot, or common areas shall be corrected by, and at the sole expense of, the responsible homeowner and, as appropriate, the violator.
2. Nothing shall be done that may be an unreasonable annoyance, or a nuisance to any other homeowner, or which interferes with the peaceful possession, or proper use of the homes and surrounding areas.
3. Violation of any Rule or Regulation shall subject the responsible homeowner and/or violator to any and all remedies available to the association pursuant to Florida Statute 720, and the Association covenants.
- a. The Board of Directors has the power to enforce all penalties per the Association covenants, its rules and regulations, and Florida statute.
 - b. All violations shall be reported immediately, *in writing and signed*, to the Board of Directors for investigation, hearings, and recommendations.
 - c. In the event a fine is recommended, the Covenants committee will receive said recommendation in writing from the Board for a final determination.
 - d. In the event that the Covenants Committee decides not to levy a fine, the Board of Directors may consider alternative action.
4. Replacement of HOA Documents and any other Documents:
- a. Paper copy of By-Laws or Rules & Regulations: \$50.00
 - b. Electronic copy of By-Laws or Rules & Regulations: \$25.00
 - c. Cost of \$.50/page for any other Documents

5. HOA Meetings

- a. A meeting of the membership, for the purpose of nominating candidates for the Board of Directors, shall be held annually, on the third Monday of January.
- b. The annual meeting of the members shall be held at least once each calendar year, for the purpose of election of Directors, and any other business of the Association, on the third Monday of February.
- c. Newly elected Directors shall take office annually on the first Monday of March or on such later date that Directors are elected.
- d. Regular Meetings. There shall be no limit as to the maximum number of regular meetings held by the members of the Association. At least six (6) bi-monthly regular meetings of the Board of Directors must be held, i.e., every other month.
- e. Assessments to operate the association shall be set annually after the adoption of the operating budget and will be paid quarterly. A coupon book from Truist will be mailed to your home. The book contains all of the instructions on how to make your HOA maintenance payments. **(Read Supplemental Information 34 for late fee information. Read Supplemental Information on page 37 for rules governing meetings).**

The HOA will be responsible for landscaping maintenance, which includes mowing, fertilization, chemical weed control, and pest control for turf and shrubs. **(Read Landscaping Committee section on page 18 for detailed information).**

6. The HOA will check and clean all sprinkler heads in the system, but only with a signed release form giving owner authorization.
7. The HOA will be responsible for trimming hedges and bushes, and removing low hanging branches and broken tree limbs up to a height of seven (7) feet. Palm boots, low hanging, sagging, broken, or dead/dying fronds shall be removed to a height of fourteen (14) feet.
8. The HOA is responsible for storm trimming all common area trees, palms as well as those on the streetscape of the homeowners' units once per year. Homeowners are responsible for storm trimming trees and palms on the rest of their property.
9. No swimming, boating, or fishing is permitted at any time on any lake, or canal on association property.

10. All Lake Worth Water District (LWWD) and Florida Power and Light (FPL) easements as well as any other utility easements must be observed. No plantings or structures may be placed within such easements.

11. **Vacation/exchange or swapping of units is prohibited.**

VEHICLE AND PARKING REGULATIONS

For the safety and security of the entire community, proper use of the community's streets by homeowners, their families, guests, and lessees is expected at all times. Parking violations, speeding, and tailgating will be strictly enforced.

1. No vehicle shall be operated on the streets in excess of twenty-five (25) miles per hour. Slower speeds are required if conditions warrant them.
2. Clear passage of emergency vehicles is paramount to the safety of all. Residents and their guests must first park in the homeowner's driveway before parking on the street. If there is a problem of excessive cars, overflow parking is permitted in the nearest cul-de-sac.
3. Gate transmitters may be obtained from the appropriate person appointed by the Board. **(Read Supplemental Information on page 32 and 33 for additional information).**
4. No vehicle shall enter, or exit the community by any unauthorized means or by any entry other than the visitor, or resident gates.
 - a. No vehicle shall follow any other vehicle into the community by means of "tailgating." That is, no vehicle shall gain entrance into the community by closely following another vehicle as it enters. This applies to all homeowners, family members, lessees, guests, and service providers.
 - b. No vehicle shall enter into the community by the exit gate.
5. Homeowners, residents, guests and contractors are subject to a fee in the amount of \$250 in addition to any repairs that the association is assessed from the gate servicing company, should they hit, touch, strike or otherwise damage the gate arm directly or indirectly. The fee covers the cost of the HOA repair, repositioning of the arm, replacing any hardware necessary for the arm to function and any other repairs or replacement costs that are deemed necessary. Homeowners are responsible for letting their guests and vendors know how to enter the community and not to "tail-gate".

6. All vehicles are to be kept in proper operating condition so as not to be a hazard, or nuisance to others (i.e., excessive noise, exhaust emission, or leaking fluids).
 - a. A vehicle parked on association streets, or common areas in violation of parking regulations may be towed upon authorization by the Board. This applies to all vehicles, regardless of whether they belong to a homeowner, family member, guest, lessee, or service providers. Vehicles shall park on the designated side of the street, facing in the same direction as the flow of traffic for that side of the street.
 - b. An unauthorized commercial truck is defined as "[a truck] with a manufacturer's rating for cargo weight greater than 1 ton that is either designed for the carriage of goods, or is used principally for the carriage of goods, or a motor vehicle designed, or equipped with a connecting device for the purpose of drawing a semi-trailer are considered a commercial vehicle."
7. There shall be no overnight parking by the homeowner, family member, lessee, guest, or service provider in the street unless the homeowner's driveway is *fully* occupied. Overnight is defined as any time between the hours of 2:00 AM and 6:00 AM.
8. There shall be no parking:
 - a. On Alencia Court
 - 1) On the side of clubhouse between the 1st house on the north side (Lot 20) to the corner of Casa Real Drive without permission of the Board of Directors.
 - 2) No overnight parking in the Alencia Court parking area, without permission of the Board of Directors.
 - b. On the north side of Casa Real (fence side) from Columbo Court to the Del Palacio intersection;
 - c. On any street within twenty (20) feet of the corner, or directly opposite any driveway, or per U.S. Postal Service regulations, in any way that blocks any mailbox , or impedes mail delivery;
 - d. Anywhere on the properties on both sides of the street , or across from one another in a way that prevents any emergency vehicle from safely passing through the streets; and
 - e. On grass, in front of driveways, or blocking the sidewalk while in a driveway.

9. Homeowners who own motor homes will be allowed twenty-four (24) hours to load up their motor homes for a trip and another twenty-four (24) hours when they return to clean them out before removing them from the community.
10. A visiting guest cannot park a motor home or other recreational vehicle in the community at any time while visiting a homeowner.
11. No commercial vehicle may park overnight in the community, except upon approval by the Board of Directors.
 - a. A 24-hour exception may be granted by the Board upon written request by a homeowner, lessee, or other authorized person who is moving contents into, or out of a unit.
 - b. Homeowners, lessees, or other authorized persons who are moving into, or out of the community, or receiving deliveries shall not begin earlier than 7:00 AM.
12. No boats, campers, recreational vehicles, motorcycles, mopeds, bicycles, or trailers shall be parked on the homeowner's property unless they are completely hidden from the street view and in a garage.
13. No vehicle repairs or servicing of vehicles shall be allowed on homeowner property, unless in the homeowner's garage and none shall be done on community streets, or areas. (i.e., oil changes, brake repairs, etc.)
EXCEPTION: Change a flat tire or charge a dead battery.

MAINTENANCE AND APPEARANCE OF HOMES AND PROPERTY

Each homeowner or lessee shall keep and maintain his/her unit and lot in good order, condition, repair, and up to current community standards, and shall perform promptly all maintenance and repair work within his/her unit and lot, which, if omitted, would adversely affect the community, other owners, or the Association.

1. All Units shall be kept clean and sanitary (no rubbish, refuse, or garbage shall be allowed to accumulate). All Units shall be maintained up to the current standards of the community.
2. Approved pools, spas, Jacuzzis, fountains, or other water features shall be properly maintained and treated to reduce health and safety hazards.
3. All county ordinances and / or Association regulations for proper fencing, or other safety features related to pools, spas, Jacuzzis, fountains, or other water

features shall be followed.

4. All trash containers shall be stored in a place not visible from the street. No garbage shall be placed at the curb in plastic bags at collection time. Recyclable items, such as newspapers, aluminum, and glass, shall be placed at the curb in their proper recyclable bins. Landscape cuttings should be placed in plastic bags, trash containers, or tied in SWA approved bundle sizes at the curb. They are to be placed at the curb the evening prior to scheduled collection.
5. No garbage, trash, clippings, or other items for disposal shall be put out for pick-up before 5:00 PM on the evening prior to scheduled collection.
6. All driveways, mailboxes, roofs and other relevant structures must be cleaned and/or painted to assure they are properly maintained.
7. All extraneous items shall be stored in an area not visible from outside the dwelling, such as bicycles, garden hoses, gardening equipment, building materials, excess pavers and tiles.

Note: Movable basketball hoops must be put away overnight.

8. No clothing, laundry, drapes, or other items shall be aired, or dried in outdoor areas that are visible from the street, or from a neighbor's patio, unless allowed under Florida statute.
9. No garage or yard sales are permitted.
10. Each homeowner is responsible for removing and replacing all dead/dying plants, sod, bushes, and trees.
 - a. All changes, replacements, or additions to landscaping require approval from the Landscape Committee.
 - b. Dead/dying plant material will be removed by the homeowner within ten (10) days after notification by the Landscape Committee, or Board of Directors.
(Read Landscape Committee section on page 19 for detailed information).
 - c. There is a 4-foot easement for all homeowners on the zero lot line that abuts the neighbor's unit and privacy fence to allow them to paint and repair house, or roof and to clean gutters.
 - d. All disputes involving zero lot line repair and maintenance requests must be resolved between the affected homeowners.

e. **PLEASE NOTE** - The following are between Homeowners and are not an HOA responsibility.

- 1) A homeowner who wants to make repairs, or do maintenance on the wall that borders the zero lot line must notify the neighbor on that side of the house, and must get permission before entering the neighbor's property.
 - 2) The homeowner who has obtained access to his neighbor's property for the purposes of maintenance and repairs will be responsible for replacing any trees, bushes, grass, or plants damaged, or destroyed in the process.
11. No TV, or radio masts, towers, poles, antennas, or aerials may be erected; satellite dishes require approval from the Architectural Committee. **(Read Architectural Control Committee section on page 13 for detailed information).**
12. Homeowners are required to clean, repair, or replace any and all structures that are discolored due to iron stains caused by the water supply system within thirty (30) days of notice by the Association, or its authorized committees.
13. Any Board Member, committee member or agent of the Association may, at any reasonable time, enter upon the property and inspect any unit or property subject to the jurisdiction of the committee, or in which the agent or member may believe that a violation of covenants, servitudes or easements is occurring or has occurred. Whenever it is necessary to enter the property, for the purpose of inspection, to ascertain an Owner's compliance with the provision of the By-Laws or Rules and Regulations, or for performance of any maintenance, alteration or repair to any portion of the dwelling or improvements upon the Unit, the Owner thereof shall permit the Agents of the Association to enter the property and shall be made only at reasonable times. In the case of emergency, such as, but not limited to fire or hurricane entry may be made at any time. Each Owner does hereby appoint the Association as its agent for the purposes herein provided and agrees that the Association shall not be liable for any alleged property damage or theft caused or occurring on account of any entry.

ARCHITECTURAL CONTROL COMMITTEE

The purpose of this section is to provide guidance to homeowners about proper procedures for obtaining approval when planning to make changes to their homes' exterior and other structural changes. Failure to follow procedures or to obtain approval *prior* to making changes, or additions may result in fines, or assessments.

1. Any proposed changes, or additions to the exterior of a unit, or on the property of the unit must be submitted for review and recommendation by the Architectural Control Committee to the Board of Directors for consideration and recommendation.
 - a. Examples of exterior features for which a homeowner must seek approval for changes, or additions are patios, porches, walls, fences, roofs, gates, entry ways, sidewalks, driveways, antennas for satellite TV, hurricane shutters/protection, mailboxes, garage doors and front doors. ***This list is not to be considered all inclusive.***
 - b. If a homeowner is unclear if approval is required, he/she should contact the Architectural Control Committee for guidance. **(Read Landscape Committee section on page 21 for approval procedures regarding landscaping.)**
2. To seek such approval, an owner shall apply to the Board through the Architectural Control Committee. The application shall include a plan of the proposed change, or addition, an indication of its location on the site, and evidence that proper building permits have been obtained, if applicable.
 - a. The Architectural Control Committee shall review each complete application within ten (10) days of receipt of the complete application.
 1. A complete application is defined as one that contains all required documents and any additional information that may be requested by the committee.
 2. The committee shall forward it to the Board with a written recommendation that it be approved, or rejected. If rejection is recommended, the committee will state, in writing, its reasons for its recommendation.
 3. If deemed appropriate, the Board may ask the homeowner for an extension in order to properly evaluate the recommendation.
 - b. If permission for an exterior change or alteration is granted, there can be **NO** deviation from the plans approved by the Architectural Control Committee, the Board of Directors, and the Palm Beach County Building Department. If modifications to the original plans are needed, the homeowner will have to contact the Architectural Control Committee in writing with a request to approve the modifications.

3. No window or wall air conditioners are permitted.
4. All air conditioning compressors must be properly camouflaged with approved plant material.
5. Reflective window coverings are not permitted.
6. Visible exterior antennas are not permitted except as installed by the Association for the benefit of all homeowners.
7. Dishes for the purpose of receiving satellite TV signals are acceptable if placed off the streetscape, but require approval from the Architectural Control Committee.
8. No permanent flagpoles may be erected on the property. Flagpoles cannot measure more than six (6) feet in height.
 - a. A holiday-themed flag no larger than two (2) feet by three (3) feet may be displayed on appropriate holidays and may only be attached to the front of the house, or mailbox post. Placement/removal of display must be within 15 days of the holiday.
 - b. U.S. flags may be displayed at any time. American armed forces service personnel flags may be displayed during any armed conflict.
9. All Mailboxes must be the approved White Cast Aluminum box on cast fancy aluminum pole with a gold flag. Available from The Beautiful Mailbox Co. Call customer service at 800-856-6983.

Note: Touch up paint is Krylon spray enamel glossy white.

- a. The Task Force Committee will advise the Architectural Committee of mailboxes that are in questionable condition. The Architectural Committee will then work with the homeowner to determine the best course of action. If it is decided that the mailbox needs to be replaced it will be with the approved box.
- b. Lot numbers 21-28 & 53-67 are on common property and therefore the HOA will maintain and/or replace as needed.

Note - Old mailboxes must be immediately removed from community for disposal.

10. Privacy fences are required on all units except for those exempted by Palm Beach County building code, or by easement restrictions dictated by Lake Worth Drainage District. Homeowners who have exemptions must provide a copy of PBC, or LWDD documents that specifically authorize their exemption to the Association.

- a. Existing wood and vinyl privacy fences in need of simple repair can be repaired with the same materials per PBC code and association rules.
- b. Wood/vinyl fences must be white, or color of the unit.
- c. Minimum privacy fence requirements set forth by PBC building code (Article 3.D.2.C.8.e, Privacy Walls , or Fences) for Zero Lot Line (ZLL) homes include:

“A minimum five foot high opaque wall or fence shall be provided along the ZLL beginning at the end of the unit with a zero setback and extending a minimum distance of ten feet beyond the rear of the unit toward the rear property line.

Exception: A wall, or fence shall not be required *if* the ZLL side is adjacent to dedicated open space a minimum of 50 feet in width . . .

If a wall is constructed, the required wall, including any extension, shall be constructed of the same material used to construct the adjoining ZLL wall of the unit (i.e., brick home with a brick privacy wall), or any structurally sound, opaque, and permanent material with an exterior finish that matches the style, color, and surface texture of the exterior of the adjoining ZLL wall (i.e., CBS home with stucco finished wood frame wall painted to match the home).”

11. Applications must be made to the Architectural Control Committee prior to constructing, or placing any objects in any areas visible from the street.
- a. A complete application must include specifications and drawing/photos detailing the project and evidence that proper building permits, if required, have been obtained.
 - b. Once the committee has received the complete application, it will respond to the homeowner and Board of Directors, in writing, with its recommendation for approval, or rejection. If rejection is recommended, the committee will state, in writing, the reasons for its rejection.

- c. The Board of Directors will give its decision in writing to the homeowner within ten (10) days of receiving the Architectural Control Committee's written recommendation. If deemed appropriate, the Board may ask the homeowner for an extension in order to properly evaluate the recommendation.
- 12. With the exception of temporary storm panels, all plans to install storm shutters and roll ups, or any other permanently affixed material must be submitted to the Architectural control Committee and Board of Directors for approval.
 - a. Permission must be obtained before the homeowner signs a contract to buy the storm protection products.
 - 1. A complete application for approval includes information on the design and model of the storm protection products, evidence that the contractor is licensed and insured, a copy of the contract (price can be omitted), and installation drawings.
 - 2. Once the committee has received the complete application, it will respond to the homeowner and Board of Directors, in writing, with its recommendation for approval, or rejection. If rejection is recommended, the committee will state, in writing, its reasons for the rejection.
 - 3. The Board of Directors will give its decision in writing to the homeowner within ten (10) days of receiving the Architectural Control Committee's written recommendation. If deemed appropriate, the Board may ask the homeowner for an extension in order to properly evaluate the recommendation.
 - 4. If approval is granted, the homeowner must submit evidence that proper permits have been obtained to the Architectural Control Committee.
 - 5. Storm protection products and roll ups must be white and must meet Florida and Palm Beach County codes. Storm shutter tracks and rails, rollers, and roller rails and covers, as well as any other storm protective device parts permanently attached to the masonry of a house shall be white.
 - 1) Temporary panels do not have to be painted.
 - 2) The frame that supports it must be painted white.

- b. All Homeowners:
 - 1. Storm or hurricane panels that are the type that are hung only temporarily – that is, during the threat of a storm – may be put up once a notice has been announced that there is an impending hurricane and must be taken down no later than 1 week (7 days) after the threat of the hurricane is over.
 - 2. Permanent storm protection products may be closed and secured upon notice of an impending hurricane and must be opened no later than 1 week (7 days) after the threat has passed.
 - c. Year around Homeowners who must leave prior to a warning being issued during the hurricane season must notify the Board in writing of their departure and return dates if they wish to put hurricane protection in place before the allowable time.
 - d. The Architectural Control Committee may consider requests for installing new protective technologies that are not covered in this section.
13. All structures, driveways, free standing walls and gates, fences, mailboxes, and screened enclosures must be maintained in good and functional condition and in a neat and attractive manner, in accordance with current community standards.
- a. If they are not, the Board will notify the homeowner(s) in writing to correct the problem within forty-five (45) days.
 - b. If the problem is not corrected within the identified period of time, the Board will have the right but not the duty, upon fifteen (15) days prior written notice, to correct the problem and to enter upon the identified property to make such repairs, or to perform such maintenance, or restoration.
 - c. The costs incurred to the Association for such work shall be charged to the appropriate homeowner and shall be deemed an assessment. The homeowner shall pay promptly all amounts due for such work. Any expense for collection may be added to the assessment, if the Board so chooses.
 - d. In place of contracting the work to be done, the Board may opt to recommend to the Covenants Committee that the homeowner(s) be fined until the problem is corrected, or until a maximum of \$1000 per violation is accumulated. In the event that the Covenants Committee recommends levying a fine, the homeowner is expected to pay the fines promptly.

14. White bulbs must be used in all decorative ground lights, including pole lamps and coach lights.
 - a. Keeping a community well lit tends to reduce crime. All street side pole lamps must be lit from dusk to dawn by the use of an electric eye on the pole.
 - b. Street side carriage lights must be lit from dusk until 11:00 P.M.

15. Homeowner should check with the Architectural Control Committee regarding the color of paint they have selected for the exterior of their unit. The following approved colors and their codes are based on Sherwin Williams Paint. ***Any brand of paint can be used but must match the approved colors, which are:***
 - a. Exterior house colors:

Biscuit	SW 6112
Crescent Cream	SW 7721
Greek Villa	SW 7551
Impressive Ivory	SW 7560
Kilim Beige	SW 6106
Natural Linen	SW 9109
Pediment	SW 7634
Practical Beige	SW 6100
Shitake	SW 9173
 - b. Exterior unit, front door, entry columns, trim on free standing walls, window ledges, and other **decorative elements** must be painted white. Garage doors may be painted white, or the color of the unit's exterior:
 1. Exterior White
 - or
 2. SW2123 (Satin or Gloss)

16. Driveways are composed of stamped concrete (baumanite), concrete, or pavers. Stamped concrete and regular concrete driveways must be either:
 - a. H&C Terra Cotta Concrete Stain
 - or
 - b. Terra Cotta Driveway Enamel

17. Roof tiles may be replaced with one of the following options:

- a. Westlake Barcelona 900 – Citrus Clay
- b. Westlake Barcelona 900 – Spanish Blend
- c. Eagle Capistrano - Terracambra Range 3664

18. Post light and coach light fixtures must be glossy black.

19. Post light and coach lights must be black and between 20 and 24 inches high. All post light and coach light replacements must be approved by the architectural committee.

LANDSCAPE COMMITTEE

The purpose of this section is to provide homeowners with information regarding criteria for landscaping and on procedures to obtain approval for changes and additions to existing landscaping.

1. The HOA will provide full maintenance in the following areas:

- a. The HOA will be responsible for landscaping maintenance, which includes mowing, fertilization, chemical weed control, and pest control for turf and shrubs.
 - 1) The HOA will check and clean all sprinkler heads in the system, but only with written authorization from the homeowner. **(Read Sprinkler/Wet Check Authorization Form on page 40 for detailed information).**
- b. The HOA will be responsible for trimming hedges and bushes, for removing low hanging branches and broken tree limbs up to a height of seven (7) feet. Palm boots, low hanging, sagging, broken, or dead/dying fronds shall be removed to a height of fourteen (14) feet.
- c. The HOA is responsible for storm trimming all common area trees and palms, as well as those on the streetscape of the homeowners' units once per year.

2. Homeowners are responsible for:
 - a. Storm pruning of all trees and palms that are not a part of the streetscape.
 - b. Removing and replacing all dead/dying plants, bushes, and trees on their property;
 - 1) Dead/dying plant material will be removed by the homeowner within ten (10) days after notification by the Landscape Committee, or Board of Directors. **(Read Maintenance and Appearance of Unit section on page 10 for detailed information).**
 - 2) All replacement plant material MUST be approved by the Landscape Committee.
 - 3) Front beds must be mulched with non-arsenic mulch or decorative landscape stones.
 - c. Keeping the house numbers visible at all times.
 - d. Replacing sod when the condition of lawn has deteriorated as a result of homeowner negligence;
 - 1) Upon notification by the Board of Directors, the affected homeowner must replace the sod, or the Association will do so at the unit owner's expense.
 - 2) Assuring that the sprinkler system is set for adequate watering. It is the homeowner's responsibility to adhere to the BPC watering directives.
 - e. Making arrangements, at homeowners' expense, to have someone check their sprinkler system intermittently if they are going to be away for an extended period of time;
 - 1) Only with a prior signed authorized release form from the homeowner to the Board of Directors will the Association's contracted landscapers check that homeowner's irrigation system and set the timer for that system.
3. Some homeowners may choose to maintain their landscaping and not use the services of the association's landscaping contractor. In such instances, the homeowners must maintain their property in accordance with current community landscaping standards and must notify the landscape committee of their intention to do so. This includes:

- a. Maintaining the height of the hedges in the front of the homes to the front window's white stucco band and to the bottom of the white trim of the free standing wall;
 - b. Maintaining privacy hedges at a maximum height of six (6) feet. Landscape company will not trim a hedge over six (6) feet.
 - c. Maintaining zero lot line hedges to a maximum of four (4) feet. The hedge or any vegetation should not touch the neighbor's wall or roof on the zero lot line.
 - d. Homeowners who use any private contractor to do any landscaping must advise the contractor that it is his/her responsibility to remove debris. At the same time if the homeowner does the work it is his/her responsibility to bundle the debris according to county rules and if necessary call for a pickup. At no time should anything be left out for pickup other than a Thursday night.
4. All plans for new and revised landscaping, excluding annual flowers, must be presented to the Landscape Committee for its review prior to the homeowner or his/her contractor performing the work.
- a. Landscaping proposals must include but are not limited to a sketch of the proposed landscape changes indicating the location, number, and kind of plants and/or trees to be planted and the time frame in which the work will take place.
 - b. Specificity and complete details will assist the committee in making timely decisions in the approval process.
6. Effective 12-01-07 the planting of **NEW** fruit trees in the ground is prohibited.
- a. Current units with previously planted fruit trees are not included in this ban, as are trees planted in patio pots.
 - b. Homeowners who have fruit trees on their property **MUST** take proper care to maintain such trees at all times.
 - 1. Fruit must be harvested in a timely fashion.
 - 2. Since fruit attracts ants, rodents and other animals, fruit that falls to the ground must be picked up immediately.

- c. If an existing fruit tree dies, the homeowner has the option to request permission for replacement from the Landscaping Committee.
- 7. Landscape and Architectural Committees must approve placement of fountains, pots, or any other forms of decoration. Use of such items is at the risk of the unit owner. Neither the HOA or its contractors will be responsible for any damage, or breakage of these items.
- 8. **A list of plants, designated as prohibited and/or invasive by PBC, can be found on page 36.** These plants will NOT be approved for planting. This list is not to be considered inclusive of other plants that might not be approved.

TASK FORCE

The purpose of this section is to explain the nature and responsibilities of the Task Force.

- 1. The Task Force shall be chaired by a member of the Board of Directors. The number of committee members is at the discretion of the chair.
- 2. The committee's function is to evaluate the general maintenance of homeowner properties and to assess compliance with association rules and regulations. The Task Force shall conduct evaluations semi-annually.
- 3. If the Task Force believes a homeowner has not properly maintained his/her property, or is not following association rules and regulations, it will send a letter to the homeowner identifying the problem(s) and will ask the homeowner to remedy the situation.
 - a. If the homeowner does not comply within thirty (30) days, the Task Force will notify the Board of Directors of the documented violation(s).
 - b. Depending on the nature and severity of the violation(s), the Board of Directors may choose to notify the homeowner by certified mail, or FedEx that the violation(s) must be remedied within fifteen (15) days of receipt of the letter.

c. Failure to correct the problem may result in

1) A recommendation to the Covenants Committee that a fine be levied,

or

2) The Association correcting the violation and assessing the homeowner for the expense.

COVENANTS ENFORCEMENT COMMITTEE

The purpose of this section is to provide clear guidance to homeowners regarding the procedures that are followed when there is an alleged violation reported either to the Board, or by the Board and to reflect changes in Florida law.

1. The Board will appoint a Covenants Enforcement Committee whose purpose is to evaluate a recommendation by the Board of Directors to levy a fine against a homeowner for an alleged violation.
2. The committee must be comprised of a minimum of three (3) members.
 - a. The Committee must be composed of homeowners who are **NOT** currently serving on the Board and who are **NOT** the spouse of, or related to any current Board member.
 - b. Past membership on the Board does not eliminate a homeowner from eligibility for the Covenants Committee.
3. The alleged violation is to be submitted in writing to the Covenants Committee by the Board of Directors.
 - a. The Board correspondence should provide sufficient information, substantiating evidence, and a fine recommendation in order to assist the Committee in arriving at an appropriate decision.
 - b. The Committee may elect to levy a fine and is empowered to determine the amount of the fine, up to the maximum amount allowed by Florida law and Association Covenants. However, it may decide to not levy a fine.
 - c. The Committee's decision must be submitted in writing to the Board of Directors within fifteen (15) days of receiving the complaint by the Board.

4. The Board may not overrule the Committee's decision regarding the fine, but may choose to take another course of action.
 - a. The Board may choose to contract an appropriate person, or company to have the violation corrected in the event that it involves damaged, or substandard property, or other problem that may be remedied by such means.
 - 1) The Board will give the affected homeowner (ten) 10 days' notice in writing and via registered/certified, or FedEx mail of its intent to have the problem fixed and to assess the homeowner for the expenses incurred.
 - 2) Documentation of the expense will be provided to the homeowner once the work is completed and the homeowner is assessed.
 - b. Depending on the circumstances of the violation, the Board may choose to proceed through mediation or through other legal means in an attempt to have the homeowner comply with association rules and regulations.

SCREENING COMMITTEE

This section describes the policies and procedures that govern how the Screening Committee functions in relation to sales and leases **(Read Leases and Sales sections on page 24, 25, & 26 for detailed information)**.

1. The Screening Committee shall be comprised of the Board Treasurer, as chair, the Board Secretary, and at least one more member a homeowner.
 - a. The completed sales/lease packet must be processed and an interview scheduled within twelve (12) days of receiving the packet.
 - b. The packet includes an application form, a renter's reference form, a statement that the prospective buyer has read the association covenants, an authorization to set irrigation clocks and conduct a monthly irrigation system check and a pet registry form.
 - 1) All prospective buyers must be interviewed prior to the closing date of the purchase.
2. The Screening Committee will make a recommendation for approval or rejection to the Board of Directors.
 - a. In the event the committee recommends rejecting the applicant, then it must submit this recommendation and the reasons why to the Board of Directors.

- b. The decision whether to accept, or reject the applicant remains with the Board.

LEASES AND RENTALS

This section describes the stipulations for leasing a unit in the community. It also is to be considered in light of the information found in the **Screening Committee section on page 29**.

1. Upon a decision to lease a unit, or villa, the homeowner must immediately notify the chair of the Screening Committee.
2. All lease applications must be submitted for a background and credit check to the Screening Committee on forms approved by the Association.
3. Applications must be accompanied by a \$150.00 administration fee. The homeowner will be notified within twenty (20) days of approval, or disapproval of the proposed lease. (BOD has the right to change this fee at any time.)
4. No unit may be leased for less than one (1) year, nor may a unit be leased more than once per year except when a lease is terminated, for cause, prior to its expiration.
 - a. Any subsequent Owner is prohibited from renting said Unit for the first year, except for hardship, subject to Board approval.
 - b. If lessee is going to renew the lease for the second year, he/she must give thirty (30) days' notice to the Board.
 - c. The house may be leased for a maximum of three (3) years. Homeowners should petition the Board for an extension if a special needs situation exists.
5. Owners leasing units shall deposit the sum of \$500.00 with the Board of Directors as security to cover any damage to the community's property caused by the tenant.
 - a. This deposit will be non-interest bearing and said deposit will be returned to the owner (less an administrative fee of \$25.00 plus the cost of any repairs) within ninety (90) days after expiration of the lease.
 - b. The homeowner and the tenant will be responsible for any additional cost of repairs that exceed the deposit. (The Board of Directors has the right to change this fee at any time.)

6. Units shall not be sub-leased.
7. Every lease shall stipulate that it is subject to termination by the Board of Directors for non-compliance of any, or all of the provisions of the Protective Covenants and Bylaws.
8. No rooms or garages within the association may be rented at any time.
9. Vacation/exchange or swapping of units is prohibited.

SALES

This section provides information relevant to unit sales within the community. It also is to be considered in light of the information listed in the **Screening Committee section on page 23.**

1. Upon making a decision to sell a unit or villa, the homeowner must immediately notify the chair of the Screening Committee.
2. No signs of any type (For Sale or For Rent, etc.), other than those erected by the Association, may be displayed on community property.
3. No Open Houses may be held except by appointment with the seller, or the seller's agent, and only upon notification to the Board of Directors. An "Open House" sign may be displayed only on the day of the Open House and only on the northwest corner of Military Trail and in front of the unit (two signs maximum).
4. For Sale signs, 18" x 18", may be displayed in the window of the unit.
5. The Association reserves the right to reject an applicant for cause; however, reasonable consent shall not be withheld.
6. The new unit owner must comply with various HOA and state rules and regulations.
7. Upon the listing of a property for sale, the Screening Committee will ask the Task Force, Landscape Committee, and Architectural Control Committee to evaluate the property to see if there are any violations that must be remedied by the exiting homeowner.
 - a. In the event that such a violation exists, the Screening Committee and Board of Directors will be notified in writing.

- b. The Board will notify the homeowner in writing. The homeowner will have thirty (30) days within which to remedy the violations. If it becomes necessary for the Board to remedy the violations prior to closing, the cost(s) will be included in the estoppels letter.
- c. If the violations are not remedied, the Board of Directors will recommend to the Covenants Enforcement Committee a fine be levied against the homeowner.

PETS

Below are the regulations that govern pet ownership and use of designated areas for pets.

- 1. Each household is restricted to a total of two pets. Allowable pets are dogs, cats, and birds.
- 2. Cats and dogs must be immunized and licensed with Palm Beach County.
- 3. For their protection, all pets must be registered with the Association. This registration requirement applies to currently owned pets as well as any newly acquired pets. Forms are available from the Board Secretary. **(Read Pet Registration Form on page 39 for detailed information).**
- 4. Any homeowner who is not in compliance should immediately contact the Board of Directors in writing.
- 5. No animal shall be raised, bred, or kept for commercial purposes.
- 6. No pets shall be allowed to become a nuisance to the community.
- 7. All dogs and cats shall be walked on a leash, and must not trespass on private property. Make sure that your animal(s) are curbed.
- 8. Each pet owner is required to immediately clean up and properly dispose of any solid waste deposited on the roads, sidewalks, common areas, their or other homeowner's property. The waste is to be placed in their own trash cans, and not in the canals, or gutter openings. Fines will be recommended to the Covenants Committee and the Board of Health will be notified.

CLUBHOUSE REGULATIONS

This section covers all the rules and regulations associated with homeowners and their guests' use of the clubhouse.

1. The Clubhouse hours are from 6:00 AM to 11:00 PM. Persons using the facilities during off hours will be considered trespassing and the sheriff will be notified.
2. Clubhouse facilities are for the use of residents only. An owner may invite guests so long as they are accompanied by that owner.
3. Skateboarding, skating and bike riding are not permitted on entryways to the clubhouse and other recreational facilities.
4. Tampering with the air conditioning thermostats is prohibited.
5. Overnight parking is prohibited in the two parking areas adjacent to the clubhouse except for board approved vehicles.
6. Event parking in these two areas shall be limited to four (4) hours.
7. Proper attire shall be worn at all times. Shoes and cover-ups are required in the clubhouse at all times.
8. No smoking is permitted in the clubhouse and/or recreation area buildings. (State Law - public building)
9. The clubhouse may be rented for private parties, but only by an association homeowner who is hosting and will be present for the duration of the event.
 - a. For reserving and using the facility for a private event **(See Website www.belairehoa.com for Information)**.
 - b. Rental forms are available on the HOA Website www.belairehoa.com.
 - c. Parking on the South side of Casa Real ONLY – This will allow emergency vehicles to pass unobstructed.
 - d. Pre- and post-checklists will be completed and signed upon inspection by both the chair of the Clubhouse Recreation Committee and the homeowner who is renting the facilities.

10. Any person, or group who uses the clubhouse is required to leave the facility clean and to return furniture to its original location.

TENNIS COURT REGULATIONS

This section describes the rules for use of the tennis courts.

1. The tennis courts are open for play during the hours of 6:00 AM to 11:00 PM. During evening hours, lights must be turned off at the completion of play. Persons using the tennis courts after hours will be considered to be trespassing and the sheriff will be notified.
2. Sneakers and appropriate attire must be worn on the courts at all times. Shirts or cover-ups are required. Wet bathing suits are not permitted on the courts.
3. Singles play is limited to 1 hour and doubles to 1½ hours when others are waiting for a turn on the courts.
4. All tennis ball cans and covers are to be discarded in trash receptacles.
5. The use of the tennis courts is restricted to playing tennis and pickleball only.
6. A homeowner can have three (3) guests to occupy one court. Play is limited to 1½ hours if someone is waiting for the court.
 - a. If a homeowner wants to have a tennis party and use both courts, he/she will have to check with the Clubhouse Recreation Committee chairperson to book it for a \$50 fee plus a \$200 deposit.
 - b. **All playing will have to stop at 11:00 PM** and the lights are to be turned off.
7. No-skating; skate boarding; bicycle riding; similar activity is permitted on the tennis courts.

POOL REGULATIONS

Below are the rules and regulations that govern the use of the community pool. Strict adherence is required to maintain safe and sanitary use of the pool and pool deck areas. For detailed Pool rules see below **(Read Supplemental Information on page 35 for pool regulation posted at pool side)**.

1. It is the responsibility of *everyone* using the pool and pool furniture to maintain a clean and orderly area.

- a. Tables, chairs, lounges, and umbrellas should be put back in their original places and secured, if necessary. Homeowners and lessees are responsible for the behavior and observation of rules by their family members and guests.
 - b. Pool hours are from dawn to dusk. Persons using the pool during off hours are considered to be trespassing and the sheriff will be notified.
2. All persons using the pool do so at their own risk.
3. No smoking or vaping.
4. **No** diving into the pool.
5. Children under the age of 16 are not permitted in the pool, or pool area unless accompanied by an adult. *An adult is a person who is 21 years old, or older.*
6. Individuals requiring the use of incontinence products are **not** permitted in the pool. (Children and infants are included in this rule).
7. Any resident, or guest responsible for circumstances that lead to the closing, draining, and cleaning/sanitizing of the pool by failing to comply with governing rules and regulations shall be responsible for the expenses incurred by the Association.
8. Radios in the pool, or exercise areas are to be used with “headsets” ONLY so that they do not annoy others.
9. Every bather must shower each time before entering the pool.
10. No animals are permitted in the pool or tennis court areas except for guide dogs.
11. No food or alcoholic beverages are permitted in the pool area.
 - a. Non-alcoholic drinks are permitted in the pool area but must be in plastic or paper containers only.
 - b. Glass containers are strictly prohibited.
12. No rafts or floats are allowed in the pool.
 - a. Single flotation devices worn by a person is permitted.
 - b. “Noodles” are permitted.

13. No skating, skateboarding, running, bicycle riding or similar activity is permitted in the pool area.
14. Persons wearing wet bathing suits are not allowed in the clubhouse.
15. A towel or other covering shall be placed over all pool side chairs and lounges when in use by persons using sun tan lotions, or creams.
16. Any person with hair falling below the shoulder must have his/her hair tied back, or must wear a bathing cap before entering the pool.
17. No one with any communicable disease or disorder of the skin, (with, or without bandages) is permitted in the pool.
18. Any member of Board of Directors or any member of the pool and Recreation Committee is authorized to eject any person from the pool deck area for violation of any of the above rules.

WORKOUT ROOM REGULATIONS

The following section outlines the proper use of the workout room. Adherence to the rules and regulations are necessary for the safety of all who use the equipment.

1. The workout room is available for use by homeowners from 6:00 AM to 11:00 PM. Persons using the workout room after hours will be considered to be trespassing and the sheriff will be called.
2. Tampering with the air conditioning thermostat is prohibited.
3. The Association is responsible for maintaining the equipment in good working order. Homeowners, however, use the workout room and its equipment at their own risk.
4. Homeowners are expected to wear appropriate clothing while using the facility, including closed shoes, such as sneakers.
5. No persons under the age of 18, regardless of whether an adult is present, are permitted to use the equipment in the workout room.
6. No animals (other than guide dogs) are permitted in the workout room.

7. No food or alcoholic beverages are allowed. Non-alcoholic beverages must be in plastic, or paper containers.
8. Homeowners are expected to turn off the television and lights as they leave the room.

COMMUNICATION WITH THE HOMEOWNERS

THE BOARD will use Channel 63, E-Mail, Signs, US Mail, Fed-Ex to communicate with Homeowners.

THE HOMEOWNER should communicate with the Board via Various Forms, US Mail, HOA Drop Box or E-Mail at board@belairehoa.com.

HOA WEBSITE

The HOA website address is www.belairehoa.com. The HOA uses the website to communicate with homeowners. All documents, forms, meeting minutes, rules and regulations, by-laws, directory and all other important information is located on the website. All owners will receive a link to set up a user name and password.

SUPPLEMENTAL INFORMATION

GATE ENTRY GUIDELINES AND FLOW CHART

The Residents Entry Gate will:

CLOSE - 4 SECONDS AFTER FULLY OPEN.

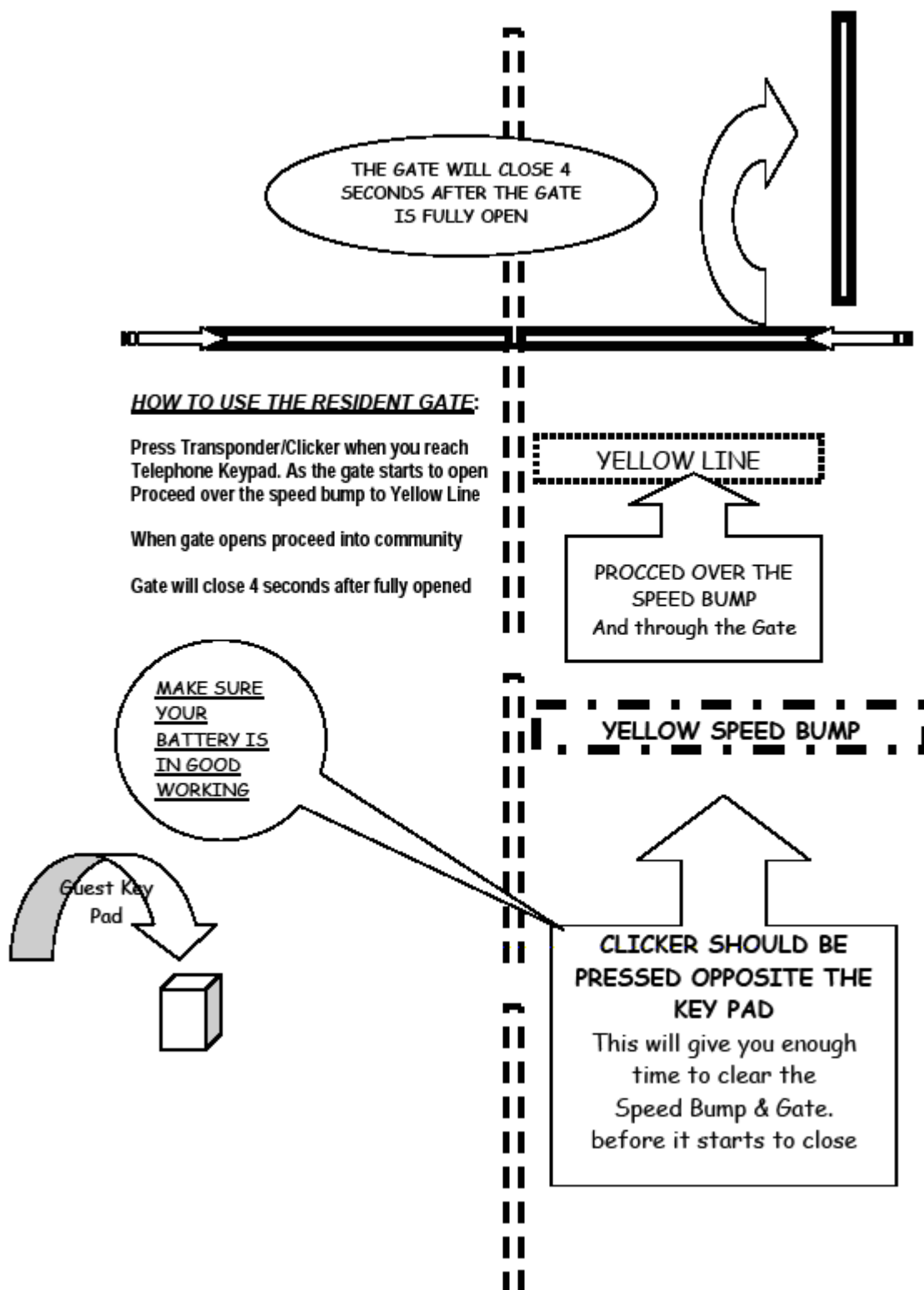
- A.) If you approach the gate and it is open, DO NOT PROCEED.
- B.) WAIT for it to Start to Close.
- C.) THEN Use your Transponder to Open the Gate.
- D.) Once the gate starts to open it is safe to proceed.

NOTE: *You DO NOT have to wait for the gate to completely close before activating your TRANSPONDER.*

ADDITIONAL TRANSPONDERS (to purchase, contact Board of Directors.)

ALTERNATE ENTRY METHOD

Have you ever **LEFT YOUR TRANSPONDER AT HOME**, or have a need to open the Guest Gate? You or your guest need to **search for your name in the callbox**. The callbox will dial your number. When you receive the call from the gate and identify the individual, **Press 9** and the gate will open.



LATE FEE ASSESSMENTS

Late Payments in the amount of \$25 per quarter will be assessed on all payments arriving in the HOA Mailbox 30 days past the due date.

If payment in full is not received by the 30th day of January, April, July or October the Accountant for the Association will mail a certified returned receipt, or FedEx letter requiring the homeowner to cure the delinquency including late charges, within 10 days or, the Association's attorney will be notified to start lien and or foreclosure procedures against the property for the delinquent amounts plus legal fees.

(Please remember that once the attorney is notified the homeowner is obligated to pay for his services even if payment is paid. If there is a lien placed on the property there will also be charges and legal fees to have it removed once the account is current).

Any homeowner, who has not made arrangements with the board regarding their delinquency, and is in arrears for more than two (2) quarters, will undergo lien/foreclosure procedures.

Example: Timeline as follows:

January 1st \$XXX.00 1st Quarter Maintenance...

Due January 30th \$XXX.00 + Late Charge of \$25.00

April 1st \$XXX.00 2nd Quarter Maintenance...

Due April 30th \$XXX.00 + Late Charge of \$25.00. (Late Charge now equal \$50.00)

May 1st we are at the point where the HOA attorney will be contacted and legal action will be started.

IF AT ANY TIME THIS INFORMATION IS NO LONGER VALID,
THE HOMEOWNER IS RESPONSIBLE FOR NOTIFYING THE BOARD SECRETARY

POOL REGULATIONS AS POSTED AT POOL SIDE

BEL-AIRE Pool Area Rules

HOURS - DAWN to DUSK

NO DIVING

THE "HEALTH & SAFETY" LIST

- SWIM AT YOUR OWN RISK
 - NO LIFEGUARD PRESENT
- IN AN EMERGENCY CALL 911
 - Nearest phone at clubhouse
- CHILDREN UNDER 16 MUST BE ACCOMPANIED BY A PERSON 21, OR OLDER
- EVERYONE MUST SHOWER BEFORE ENTERING POOL.
- PROPER BATHING ATTIRE REQUIRED
- POOL CAPACITY 24 PERSONS
- HEATED POOL (Ave. TEMP. 84° (Max. 105°)

THE "NO" LIST

- NO - FOOD, GLASS, OR BREAKABLE OBJECTS PERMITTED IN POOL, OR POOL AREA.
- NO – SMOKING OR VAPING.
- NO - PERSONS REQUIRING DIAPERS IN POOL.
- NO - BALL PLAYING, RUNNING, JUMPING, SKATING PERMITTED.
- NO - PETS ALLOWED. (Except guide dogs)
- NO - LOUD RADIOS PERMITTED.

THE "PLEASE" LIST

- PLEASE - PUT CHAIRS BACK AROUND TABLES & LINE UP LOUNGES.
- PLEASE - COVER LOUNGES WITH A TOWEL TO PROTECT FROM BODY LOTION.
- PLEASE - CLOSE UMBRELLAS AFTER USE SO THEY DON'T BLOW OVER IN THE WIND.

PROHIBITED AND INVASIVE NON-NATIVE PLANT SPECIES LIST FOR PBC

Understand What The County's Fight To Remove These Species Is All About.

An invasive plant is an imported species that has the ability to establish a self-sustaining, expanding population that may do economic and/, or environmental harm. These robust intruders often thrive in Florida's climate and have no natural enemies to prevent them from overwhelming other plants. Only a fraction of imported plants are invasive. It only takes a few, however, to reduce the diversity in landscapes, alter wildlife habitats, clog waterways and promote flooding.

KNOW THE ENEMY

Least Wanted/Prohibited

AIR POTATO	Dioscorea bulbifera
AUSTRALIAN PINE	Casuarina spp.
BRAZILIAN PEPPER , or	
FLORIDA HOLLY	Schinus terebinthifolius
CARROTWOOD	Cupaniopsis anacardioides
EARLEAF ACACIA	Acacia auriculiformis
KUDZU	Pueraria montana (P. lobata)
MELALEUCA, PUNK , or	
PAPER TREE	Melaleuca quinquenervia
SCHEFFLERA	Schefflera actinophylla / (Brassaia actinophylla)
SMALL-LEAVED CLIMBING FERN	Lygodium microphyllum

Invasive

BANYAN	Ficus bengalensis
BISHOP-WOOD	Bischofia javanica
CAT'S CLAW	Mimosa pigra
CHINESE TALLOW TREE	Sapium sebiferum
CORK TREE	Thespesia populnea
DOWNY ROSE MYRTLE	Rhodomyrtus tomentosus
JASMINE	Jasminum dichotomum
JAVA PLUM	Syzygium cumini
LATHER LEAF	Colubrina asiatica
LOFTY FIG	Ficus altissima
MAHOE	Hibiscus tillacous
SHOEBUTTON ARDISIA	Ardisia solanaceae
WOMAN'S TONGUE	Albizia lebeck

KNOW THE LAW

Palm Beach County now requires the removal of its Least Wanted/Prohibited plant species from residential sites currently under construction, and will shortly require ALL homeowners to get rid of them from their yards.

IF YOU HAVE ANY OF THESE PLANTS GROWING ON YOUR PROPERTY AND WISH TO REPLACE THEM, CONTACT THE LANDSCAPE COMMITTEE FOR PROPER REPLACEMENT SUGGESTIONS.

RULES GOVERNING MEMBERSHIP AT MEETINGS

1. All members who would like to speak are required to sign in so that the Board President may recognize them as their turn comes.
2. All members who wish to speak are limited to comments addressing the issue before the Board at the meeting.
3. Each member has the right to speak up to 3 minutes at the time he or she is recognized by the Board President.
4. The Board may choose to allow further comment by members who have spoken once everyone has had one opportunity to speak. Rules 2 and 3 would apply.
5. Interrupting the individual speaking, or making rude comments and personal attacks on *any* homeowner, or Board member will not be tolerated. An individual who engages in such behavior will be given a single warning. Further disruption or inappropriate speech will result in the individual being required to leave the meeting.

BEL-AIRE HOMEOWNER'S ASSOCIATION

PET REGISTRATION FORM

Please print clearly

Owner's Name

**Address
Number**

Lot

Phone

Email Address

Type of Pet: (check) _____ DOG

_____ CAT

Pet's Name

**Breed
Age**

Color

Weight

Attach Photo of Pet Here

Type of Pet: (check) _____ DOG

_____ CAT

Pet's Name

**Breed
Age**

Color

Weight

Attach Photo of Pet Here

Signature

Date

**The homeowner is responsible for notifying the board of
any changes to the above information.**



5121 Casa Real Drive Delray Beach, Florida 33484

SPRINKLER / WET CHECK AUTHORIZATION

The purpose of this sprinkler / wet check form is twofold, you will need to complete the form below indicating:

- 1) That you want your irrigation clock set to have your irrigation system conform to the Water Management District's regulations.

And

- 2) That you want your monthly irrigation system run and checked to make sure the sprinkler system is working properly otherwise known as "WET CHECKS".

The landscaping company irrigation crew will service only those units who have furnished the HOA with a completed form.

-
- 1) ☐ Yes, I want the HOA to have my irrigation clock reset to comply with the Water Management District's regulations.

And

- 2) ☐ Yes, I want the HOA to continue to have a monthly irrigation "wet check" performed on my irrigation system as in the past.

Name _____ Lot # _____

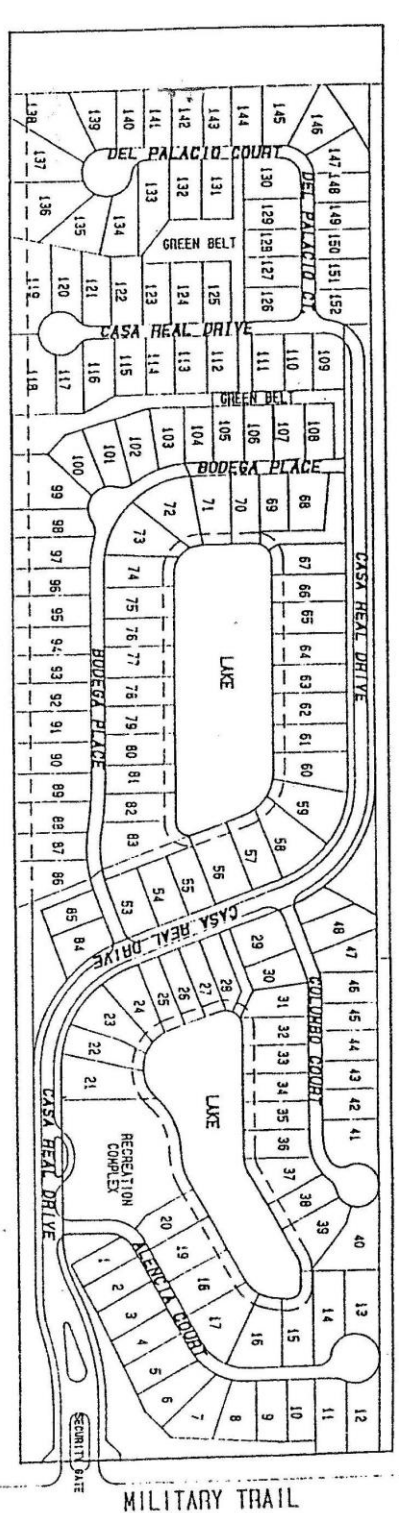
Address _____

Telephone _____

Date _____

Signature of Unit Owner _____

HOA SITE MAP



Site Plan