

VILLAGES OF PABLO GENERAL PROPERTY STANDARDS

1. Mowing and edging (including along the sidewalk must be done frequently on a seasonably appropriate basis. The Jacksonville Municipal Code Sec. 518.551 requires homeowners to neatly trim their lawns, hedges and shrubbery.
2. All bushes and ornamental trees shall be trimmed and maintained.
3. Heavy weeds, under-brush, and unsightly vegetation must be removed. Dollar weed, dandelion, nutsedge, Chinese tallow trees and other extremely invasive plants require homeowner diligence and persistence, if not professional treatment.
4. Dead or brown areas of grass must be repaired or replaced by homeowner
5. All yards (front, side and back) are to be fully planted with grass or other appropriate ground cover, such as mulch ivy, ornamental plants or landscape features such as landscape islands, and well-maintained natural areas.
6. Diseased or dead trees and other vegetation shall be promptly removed. Tree stumps must be cut at ground level.
7. All property owners who benefit from sidewalks along their property are required to maintain the areas between the sidewalk and the street in a manner similar to those standards that apply to yards.
8. Missing and/or rotten boards, posts, cross members and gates on fences require maintenance or replacement. Fences must be maintained to avoid/minimize damage and destruction from high winds, especially hurricane force winds.
9. All garbage and recycling receptacles shall be placed in the garage or screen from view. Garbage, recycling and yard waste to be placed at the curb no earlier 5am on the day before the scheduled pickup. Empty receptacles must be removed by 5pm the following day
10. All sidewalks shall remain free of overgrown tree limbs, shrubbery and vegetation allowing for easy passage.
11. All vegetable gardens or potted vegetable plants shall be in the backyard or side yards (except side yards of corner lots adjacent to a street), screen from view with an approved form of screening.
12. Driveways, sidewalks and curb areas (including storm drains) shall remain free of grass clipping and weeds.
13. The outside of all structures on a lot, including fences, must be maintained free of heavy algae, mildew, lichen, etc.
14. The outside of all structures on a lot must be maintained free of rotten wood/siding.
15. The outside of all structures on a lot must be maintained free of fading, chipping, peeling, blotchy (etc.) paint. Paint repairs shall be consistent with existing color of the house unless otherwise approved.
16. The roof of all structures on a lot must be maintained in good condition. Repairs shall be consistent with the existing roof color and type of roof covering.
17. All yards are to be free of refuse and unsightly objects (ie. Toys, tires, screens).
18. Pools shall be maintained so as not to create a safety hazard or nuisance (ie. not properly treat or filtered to maintain clarity).
19. No parking on lawns or sidewalk
20. All gutters, soffit, fascia and/or drip edge on roofs must be maintained in good condition and free from visible debris.

21. The outside of all structures on a lot, including fences, driveways and walkways, must be maintained free of heavy iron (rust) stains.
22. All siding, garage doors, windows, shutters and other such exterior materials must be maintained in safe and attractive condition, free of major damage and be properly hung or fitted.
23. All driveways, sidewalks and walkways must be maintained in safe and attractive condition, free of lifted or excessively cracked concrete or other pavement. Please contact City of Jacksonville for necessary sidewalk repairs.
24. Heavy oil stains on driveways or elsewhere must be removed.

The following are covenants within the official documents of the Homeowner's Association and are included as reminders.

- Covenant - No clothes or laundry shall be hung or clotheslines erected in front yards or carports, or side yards of corner Lots adjacent to a street.
- Covenant - No fence, wall, hedge or shrub planting which obstructs a sight line at elevations between 2 and 6 ft above the roadways shall be placed or permitted to remain on any corner lot within the triangular area formed by the street property lines, or in the case of a rounded property corner from the intersection of the street property lines extended. No tree shall be permitted to remain within such distances of such intersection unless the foliage line is maintained at sufficient height to prevent obstruction of sight lines.
- Covenant - No boats, boat trailers or other recreational vehicles shall be parked or otherwise stored in any street right-of-way or in the front yard of any lot.
- Covenant - No building, fence, wall or other structure shall be commenced erected or maintained upon the property, nor shall any exterior addition to or change or alteration there in be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to an approved in writing as to harmony of external design and location in relation to surrounding structures and topography.
- Covenant - No trade, or business or noxious or offensive trade or activity, shall be carried on upon any lot nor shall anything be done there on which may be or become an annoyance or nuisance to the neighborhood. No mobile homes, tents or shacks shall be placed on any lot. No garage shall at any time be used as a residence, temporarily or permanently, nor shall any structure of a temporary character be used as a residence.
- Covenant - All fences constructed on the Lots shall be five or six feet in height and shall be 6-inch board, shadow box design, except that homes with garden baths maybe privacy fenced with 6-inch board on board for visual obscurity and maybe up to six feet in height. Notwithstanding the foregoing, prior to erecting a fence, approval shall be obtained.
- Covenant - No animals, livestock or poultry of any kind shall be raised, bred or kept on any lot, except that no more than two dogs, two cats and two of other household pet may be kept, provided they are not kept, bred or maintained for any commercial purposes.

CITYOFJACKSONVILLE ZONING& MUNICIPAL CODES PERTINENT TO VOP

1. Unless otherwise specifically permitted by Section 656.402(a) of the Zoning Code, no person shall sell or conduct the sale of household or personal property, not including animals, in a residential district for more than ten days during a calendar year. For the purposes of this Section, an advertisement or announcement pre-offering of the sales placed in a medium for more than ten days during a calendar year shall be prime facie evidence of a violation of this Section.

Not more than two motor vehicles or boats may be sold from the premises during a 12- month period.

2. Municipal Code, Sec. 518.551. Maintenance of Exterior Property Areas.

Exterior property areas shall be maintained so that their appearance shall not constitute a blighting factor for adjoining property owners nor an element leading to the progressive deterioration and downgrading of the neighborhood. As a minimum:

(a) Lawns, hedges and shrubbery shall be kept neatly trimmed.

3. Every single-family residence shall have a paved driveway which can accommodate two (2) auto-mobiles side by side without encroaching over the sidewalk. Additional parking areas shall be located adjacent to the concrete drive and shall be paved or have a stabilized-surfaced condition. The stabilized-surfaced may be bark or gravel and must be at least three inches thick and be contained by a permanent contiguous border or curb.

VOP Covenants Enforcement Process

In a continuing effort to continue to make Villages of Pablo a great place to live and to equally and fairly enforce all rules set forth by our covenants and general property standards, we have created the following procedures:

1. If during our management company's routine monthly inspection a property is reported to have an issue with property maintenance, that homeowner will receive an initial "notice" from our Property Manager at BCM. This notice will be a friendly reminder for the homeowner to voluntarily get their property into compliance with the covenants and general property standard rules.
2. If after 30 days that issue or issues have not been addressed (as determined during the next routine monthly inspection by BCM), and upon a majority vote of the VOP Covenants Committee (at least 3 "Yes" votes) and approval from the HOA board, the homeowner will receive a follow up official violation letter. This letter will notify the homeowner that they will be receiving notification of the next steps in our enforcement process if the problem is not corrected within 30 days.
3. After a total of 60 days of non-compliance, again upon the recommendation of the VOP Covenants Committee (majority vote – at least 3 votes) and approval from the HOA board, the resident will receive a second letter from the homeowners association giving them 30 days to address the violation. Additionally, the resident will receive a flyer from our attorney detailing the next steps in the enforcement process if the problem is not resolved in 30 days.
4. After a total of 90 days of non-compliance, upon the recommendation of the VOP Covenants Committee (majority vote – at least 3 votes) and approval from the HOA board, the resident will be asked to attend a formal hearing in front of the Covenants Committee within 20 days. If that hearing takes place, the Covenants Committee will vote on next steps and pass on their recommendation to the board.
5. If the resident does not respond to the letter or does not show up for the hearing, upon the recommendation of the VOP Covenants Committee (majority vote – at least 3 votes) and approval from the HOA board, the resident's file will be turned over to the VOP Attorney, who will begin the mediation process, sending the homeowner a letter offering *Pre-Suit Mediation*.
6. If the homeowner chooses this option, mediation will begin. If not, after 120 total days of non-compliance, our attorney will send a *Final Demand Letter (Notice of Impending Legal Action)* that legal action is imminent. At this point, if the issues are not addressed immediately, legal action will be taken. The homeowner will be responsible for addressing all of the violations detailed, PLUS be responsible for paying all legal fees.

It is our sincere goal for all violations to be addressed in the first 30 days so that additional action is never needed. Again, we would like to stress that if you have extenuating circumstances or a detailed plan to address your violation, we encourage you to reach out to BCM or a VOP Board member. Direct communication is always the best way for us to help you remedy your problem. We appreciate your cooperation in this matter.

The Villages of Pablo HOA