

BLOOMINGDALE RIDGE HOMEOWNERS' ASSOCIATION

PROCEDURES & GUIDELINES

Assessment Collection Procedures
Approved: December 15, 2008

Board Meeting Procedures
Approved: December 15, 2008

Procedures for Rule Enforcement
Approved: December 15, 2008

Rules and Regulations
Approved: December 15, 2008

Supplemental ACC Guidelines
Approved: December 15, 2008

Bloomingdale Ridge Homeowners' Association
Assessment Collection Procedures

1. All assessments are due annually January 1st of each year.

2. Statements will be mailed at least 15 days prior to the due date by the Management Company.

3. All checks are to be made payable to Bloomingdale Ridge Homeowners Association, Inc. and mailed to:

Bloomingdale Ridge Homeowners Association, Inc.
c/o L. E. Wilson & Associates, Inc.
P.O. Box 1058
Ruskin, FL 33575

4. Any assessment not paid within 30 days after the due date shall bear interest from the due date at the rate of 18% per annum or at such rate as the Board may from time to time establish provided, however, that in no event does the Association have the power to establish a rate of interest in violation of the laws of the State of Florida. If payments are not received 60 days following due date, interest will continue and a lien will be filed on the property. Owner is responsible for all attorney fees and costs associated with collection of the delinquent assessments.

5. Failure to pay assessments when due may result in the following action by the Board: The board may bring an action at law against the owner personally or may foreclose its lien on the real property.

Bloomingtondale Ridge Homeowners' Association Board Meeting Procedures

1. All Board meetings are open to the residents and all residents are invited to attend.
2. Residents have the option to speak on any agenda item at the time the agenda item is being discussed.
3. To facilitate a timely Board meeting, each resident will be restricted to 3 minutes per agenda item.
4. To add something to the agenda, please contact the Management Company at least 7 business days prior to the meeting.

Bloomingdale Ridge Homeowners' Association
Procedures for Rule Enforcement

1. All complaints from Owners must be received by the Board of Directors or the Management Company verbally or in writing.

2. Upon noting a violation, the Board of Directors, through the Management Company, will contact the party responsible in writing, giving them thirty (30) days to correct the violation.

3. If not corrected, a second request will be sent in writing, certified return receipt, allowing another fifteen (15) days for corrections.

4. If the second request is ignored, appropriate action will be taken by the Board, for example:
 - a. The Board may elect to contract to correct said violation and bill the

Owner the cost of correcting the violation plus administrative costs associated with the correction of the violation;

b. The Board may elect to begin legal proceedings against Owners with uncorrected violations plus attorney fees and costs if the Association prevails in court.

5. The Association will provide the affected Owner with 14 day's notice of the violation and a reasonable opportunity to be heard and present such evidence and/or witnesses as the affected Owner deems necessary to a committee of at least three residents who must review the evidence before the Board takes further action.

Bloomingtondale Ridge Homeowners' Association Rules and Regulations

Purpose:

These Rules and Regulations are only a synopsis for easy reference and have been approved by both the Board of Directors and the Architectural Control Committees (ACC). They do not negate the Declaration of Covenants and Restrictions for Bloomingtondale Ridge Homeowner's Association (Declaration).

Lawful Use:

Each lot is to be used for single-family residential purposes only. Any trade or commercial business or other non-residential use of the property is prohibited.

Minimum Setbacks:

Minimum frontal setbacks of dwellings: If the lot is 130 feet or greater in depth, the minimum front setback is 35 feet. If the lot is 120 to 130 feet in depth, the minimum front setback is 25 feet. If the lot is less than 120 feet in depth, the minimum front setback is 15 feet.

Trees:

No trees, bushes, hedges, or any other plants or other objects may be placed in areas which obstruct the view of street intersections or interfere with pedestrian traffic on sidewalks.

Mailboxes:

All mailboxes will be made of masonry construction and be consistent with the character of the neighborhood and dwelling. For instance, homes with brick façade, shall have mailboxes made of similar brick, and all other homes shall have mailboxes which are constructed of material complimentary to the material and color of the structure of the home. The base and trim color of the mailbox should be consistent with the base and trim color of the home. The color of the actual mailbox may be black, white, or the color of the home.

Temporary Structures:

Structures of a temporary character such as a garage, shed, camper, trailer, etc., will not be allowed at any time as a residence, or be placed on any lot, either temporarily or permanently. Each lot shall be occupied by a single "family". Family is defined as one or more persons each related to the other by blood, marriage, or legal adoption.

Awnings:

No awning will be permitted, except roll-up or other hurricane type shutters.

Pets:

No animals are allowed except for two common household pets such as dogs and cats, nor more than four birds. No animals may be kept for commercial purposes. All pets must be kept on leashes when outside the home and owners are responsible for cleaning up after pets as per Hillsborough County ordinance. Any pets causing or creating a nuisance or unreasonable disturbance, such as excessive noise or property damage, shall be permanently removed from the property.

Signs:

No signs are allowed to be displayed on any lot except for one professionally lettered

sign advertising the property for sale or rent not to exceed four (4) square feet. Political signs may be displayed 30 days prior to an election and must be removed within two (2) days after each election and will be limited to one (1) sign per candidate.

Walls:

Each homeowner is expected to maintain, paint, and keep in good condition the interior portion of the wall which faces their property. The interior color of the wall has to be painted the approved color of the community walls, which is Navaho White (Sherwin Williams, A 100 Satin, SW1123).

Driveways and Sidewalks:

Home owners are responsible for the repair and maintenance of their driveway and the sidewalk on their property. All materials for maintenance or repair shall be approved by the ACC. No coating or painting of sidewalk surfaces will be permitted.

Garbage:

All trash, garbage, or other waste shall be kept in covered containers and stored out of sight. Garbage containers and bundled yard debris may not be set out earlier than 12 hours before pickup and removed within 12 hours after pickup. If such garbage, yard debris, or other material is found on a lot, it shall be removed promptly by the owner.

Bottle Gas Tanks, Soft Water Conditioners:

All bottle gas tanks, soft water tanks, and similar structures must be placed under the surface of the ground or shielded by approved landscaping, fence, or wall, so as to not be visible from the street or any other lot.

Grills:

Grills, if stored on the exterior of a home, must be properly screened from public view when not in use, either in a screened pool area or reasonably concealed by approved landscaping.

Fences:

All fences must be approved by the Architectural Control Committee. No fence may be higher than six feet, nor shall they extend beyond the front of the home on the side where the fence is placed, or nearer to any street than the minimum setback line. Those homes on the golf course may not have a fence higher than 3 ½ feet tall. All fences must be maintained and kept in good repair. The ACC prefers the use of the PVC fence material.

Clotheslines:

No permanent clotheslines are permitted. Portable clotheslines may be used if stored in garage when not in use and under no circumstances can they be left outside on the lot overnight.

Solar Panels:

The installation of solar panels must be approved by the ACC as to the placement of the solar panels on the roof. The ACC prefers the placement not to be visible from the street.

Retention Ponds and Water Retention Areas (Pond Rules):

- Landscaping

No wall, hedge, vegetation, fence or similar structure of any height may be placed near or around the pond area which would obstruct the view of the pond by any other lot owners (including those lost owners not living on the lake).

- Pumping Prohibited

Water may not be pumped from any lake or pond for any reason.

- Boats

No boats, floatation devices, or motorized vessels shall be permitted on any lake or pond.

- Docks

No docks, ramps, or floating platforms shall be allowed in any lake or pond.

- Lake Boundary

No lot may be increased in size by, nor shall the boundary of a lake or pond be modified in any fashion, whether by filling, excavating, or by the erection of a retention wall, without the prior approval of the ACC.

- Retaining Walls

A retaining wall for preventing erosion may be installed with the prior approval of the ACC, if the retaining wall is in compliance with these rules. For purposes of standardizing structures along the pond, all retaining walls shall use a Keystone Retaining Wall Standard Unit - Sculptured rock face, with cap (or other compatible system approved by the ACC). Before a proposed retaining wall may be considered by the ACC, a site plan must be submitted to the ACC that shows the design plans, the current boundary of the site, and the proposed wall height. In

order to comply with the other rules regulations, the installation of the retaining wall may not alter boundary or lot and must provide for the continued runoff of water so that it is not diverted onto other lots. Prior to receipt of ACC approval, all county permits must also be furnished to the ACC.

Pools:

No above ground pools are permitted. Construction of swimming pools and spas must conform with the building requirements of the Covenants and be approved by the ACC. All screen enclosures must be approved by the ACC. Mechanical equipment (i.e., pool and spa equipment, water softeners, etc.) must be properly screened from the public view by approved landscaping, fence, or wall.

General Maintenance Rules:

Each home, all structures and landscaping located on the lot, shall be kept in good condition and repair. Such items include, but are not limited to the following:

- Lawns

All lawns shall be regularly watered, mowed, edged, and trimmed. Lawns that become unsightly, discolored, or damaged in any way shall be repaired in a reasonably prompt fashion. All lawns must be of the St. Augustine variety.

- Trees

Homeowners shall not remove or destroy trees which are in excess of 12" in diameter (at breast height) without the prior written approval of the ACC and the appropriate county permit.

- Hedges

All hedges and shrubbery shall be neatly trimmed and pruned. They must be kept so that they do not obstruct the view or pathway of motorists or pedestrians. No hedges may be higher than six feet in height, except for lot boundaries which face the golf course. On the golf course, no solid line of shrubbery or hedges may exceed 3 ½ feet. A group, row, or line trees placed closely together will be considered a hedge.

- Homes and Fences

All homes and fences must be kept in good repair including painting. Fences in need of repair shall be restored to original condition and color. The paint or stain color applied to homes or fences must be approved by the ACC.

- Exterior Finishes

Any additions, alterations and/or changes that are to be made to the exterior of any

home or lot must be approved in writing by the ACC. All exterior painting must be approved by the ACC, even if it is the same color.

- **Roofs and Screening**

All roof and screens must be kept in good repair and condition. All worn roof and torn screens must be replaced. Discoloration on roofs must be removed on a regular basis.

- **Flower and Plant Beds:**

Garden flower and plant beds must be maintained and weeded on a regular basis.

Antennae and Other Projections:

Except for certain ACC approved satellite dishes, no radio, television transmission or reception antennae or tower shall be erected on any lot or structure. Satellite dishes no larger than one meter (39.37") in diameter may be permitted after receipt of ACC approval with respect to location or placement of such dish. No projections of any type shall be placed or permitted to remain above the roof of the home except as permitted by the ACC. The ACC prefers the dishes/antennae be installed out of view of the streets and neighboring lots, if possible.

Window Air Conditioners:

No wall or window type air condition units will be allowed.

Parking:

No commercial vehicles over one (1) ton capacity, trucks, trailers, campers, boats, or boat trailers, or recreational vehicles may be parked in any driveway or upon any lot or street for more than 48 hours. Parking permitted during this 48 hour period is only for loading, unloading, or preparing for a trip. Small vans (not commercially lettered) if used as a personal vehicle are allowed. No motor vehicle or boat repair work shall be conducted on any lot.

Changing Elevation:

Any elevation changes, including build-up or removal for drainage must be approved in writing by the ACC.

Garages:

No garage can be permanently enclosed or converted to other use. When garages are not in active use, garage doors shall be completely closed. All garages shall be equipped with a functioning automatic door opener. All attempts must be made to park

as many vehicles as possible in the garage.

Occupants:

All occupants of a lot, whether or not lot owners, are required to comply with the Declaration and the Rules and Regulations. The Board must be notified by lot owners when leasing their homes and furnish to the Board the name of tenant and the length of lease. Leases shall require the occupants to comply with the Declaration and the Rules and Regulations. Lot owners, however, remain responsible for tenant's actions.

Guns:

The use of firearms is strictly prohibited. This includes B-B guns, pellet guns, and other firearms of all types, regardless of size.

Landscaping:

All additional landscaping must be approved by the ACC, except for small flowers within established and ACC approved flower beds. Landscaping or other alterations may not change, disturb, affect, or alter drainage easements in any way.

Golf Course Easement:

A ten (10) foot easement exists on each lot bordering the golf course for the purpose of retrieving and recovering golf balls. This does not permit a golf cart to enter the property, or play of a ball from the lot, or otherwise damage or destroy the property or the plants.

Sale of Homes:

The Seller of a lot is requested to notify the Board of the sale so the Association's records may be updated. Florida law requires the Seller of a lot in a Homeowner's Association to furnish all Association Documents to the Buyer.