

**SOUTHSHORE FALLS HOA
ARCHITECTURAL AND MAINTENANCE GUIDELINES**

**SOUTHSHORE FALLS HOA
ARCHITECTURAL AND MAINTENANCE GUIDELINES
ADOPTED BY THE BOARD OF DIRECTORS**

May 1,2024

**SOUTHSHORE FALLS HOA
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I. INTRODUCTION

The Southshore Falls (SSF) Architectural Guidelines have been designed to be a vehicle for providing individuality while maintaining the community standards, and are in accordance with:

- a) Florida Statutes
 - a. Title XI, 163.04 “Energy devices based on renewable resources.”
 - b. Title XL 720.3035 “Architectural control covenants; parcel owner improvements; rights and privileges.”
 - c. Title XL 720.304 “Right of owners to peaceably assemble; display of flag; SLAPP suits prohibited.”
- b) SSF “Declaration of Covenants Conditions and Restrictions” (Declaration)
 - a. Article 3.6(e)(I) Page 13 (Book 13537 / Page 929)
 - b. Article 4.1-4.7 Pages 14-18 (Book 13537 / Pages 930-934)
- c) SSF “Initial Use Restrictions (Exhibit C)”
- d) SSF “Signage (Amendment 1)” (Book 16236 / Pages 0599-0600)
- e) HOA Approved Tree List

Homeowners can reference these documents on the SSF Website under Rules and Guidelines. The Guidelines are not the exclusive basis for Architectural review decisions and complying with these guidelines does not guarantee approval. Please remember that all changes, additions, and alterations to the exterior of a unit must be approved in writing through the Architectural Review Board (ARB).

- f) The ARB Guidelines can be changed in accordance with the procedure stated in the Declaration when the community needs arise.
- g) Nothing contained within this document will obligate any agency or government to approve any plans submitted by the deeded owners, nor shall the approval of the ARB Application be interpreted that Hillsborough County, State and/or Federal requirements have been met and/or approved.
- h) It shall be the responsibility of the deeded owner to obtain permits and/or any other legal documents required by any or all agencies or governmental agencies before commencing any on-site work.
- i) To make any exterior changes to your unit and/or property, i.e., alterations, additions, landscaping, etc., you shall complete an ARB Application and submit it according to the Governing Documents. If a deeded owner fails to comply with these requirements, he/she will be subject to remedies provided for in SSF Homeowners Association, Inc.’s Governing Documents.
- j) Terms such as “esthetically pleasing” and “harmonious to the community” are difficult to define and even more difficult to legislate. The objective of the Declaration is to maintain superior designed landscaping and excellent quality of homes in SSF. The benefit of adhering to these documents is to increase each owner’s property values, investment, and to help maintain the quality of life that accompanies a well-maintained residential community.

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II. BOARD OF DIRECTORS (BOD) RESPONSIBILITY

The Declaration of Restrictions (CC&R) for SSF provides that the Homeowners Association, Inc. (the "BOARD") shall appoint, oversee and/or administer the Architectural Review Board (ARB). The Board shall accept recommendations of any modification or amendments for the ARB.

Updated guidelines for SSF are to be set forth in writing and made known to all owners and all prospective owners (upon request) on the Committee web site.

III. ARCHITECTURAL REVIEW BOARD (ARB) RESPONSIBILITY

It is the goal of the Board that SSF maintains its origin as a deed restricted community of superior quality homes. The ARB shall evaluate applications for proposed improvement(s) with emphasis on evaluating and approving plans and specifications for buildings on a parcel and enforcing standards governing the external appearance of structures and improvements on the parcel in the community and the community; and, with specific emphasis on external design, location of the improvement(s) in relation to the surrounding structures, property and conformity to the restrictive covenants imposed here under.

IV. RESPONSIBILITY OF THE HOMEOWNER

- a) Abide by the Governing Documents, Architectural and Maintenance Guidelines and all rules, regulations, policy, and procedures of SSF Homeowners Association, Inc.
- b) Submit a completed ARB Application for any improvements and/or alterations to the external structure of the home, landscaping, and grounds of the property.
- c) ***Do not*** begin any on-site work, improvements and/or alterations until an ARB Application has been submitted and the ARB has given written approval to commence to do so.
- d) During the construction of improvements and/or alterations of the home/property the owner is responsible for always keeping any obstructions of view and/or traffic right-of-way on the street clear and to keep all exterior grounds of the home/property always clean of debris, including common areas.
- e) The owner of home/property is responsible for all damages that occur during construction of improvements or alterations.
- f) Obtain all necessary permits and documentation required by the county, state and/or federal government. This is not the SSF Association's or ARB's responsibility.

4.3.1 EMERGENCY ONLY EXTERIOR MAINTENANCE

4.3.1(a) Emergency Exterior Repairs are to protect the existing unit, contents, and the health/safety of those residing in the unit. An emergency repair due to construction defect, natural disaster, or accidents will be allowed without submitting an ARB Application for approval before repairs can commence under the following guidelines.

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Before starting any emergency repair, the unit owner must inform the ARB and Property Manager by email or written document stating the nature of the emergency and required repairs. The communication document must include an explanation of damages, and if possible, pictures of the damaged areas. The owner will be allowed to make physical or structural emergency repairs only to restore the damage to the original condition.

4.3.1(c) Examples of emergency repairs would be water intrusion of any kind (windows, exterior walls), an object that fell or hit the house – tree or vehicle, loss of roof covering due to wind or storm damage, broken windows, and doors.

4.3.1(d) After the emergency repairs have been completed, the unit owner must submit an ARB Application detailing the repairs completed and provide pre and post repair pictures of the emergency repair. This document will be submitted to the Property Manager for ARB review within 48 hours upon completion of the emergency repairs.

4.3.1(e) Repairing damages due to any emergency does not allow the unit owner to make any alterations to the normal state of the structure prior to the damages that occurred.

4.3.1(f) A common community emergency declaration by the Board of Directors will allow all homeowners the same privileges.

4.3.2 COMPLETE ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION

All architectural requests must be submitted on approved application forms available on the website or at the clubhouse any weekday during normal office hours. In addition, residents may drop off requests at the office or send requests to the office via email to ARB@Southshorefalls.net or fax (813-641-3617). Whatever option you choose, it must include all required documentation and attachments. An application must be submitted for each project/improvement that is being requested to be constructed on the exterior structure or lot, including pictures.

4.3.2(a) Decisions for approval or disapproval, will be based on the application, required permits, contractor scope of work and item or sales brochures. A plot plan will be required if there is any change to the structure or landscape.

4.3.2(b) A Stop Work Order Letter will be sent to owners for projects not previously approved by ARB where project work has started.

4.3.2(c) Notification of a decision to resident will be by management via email within two business days of the ARB meeting.

4.3.2(d) Approved requests must be completed within 90 days of the approved application, except for lanai and pool construction. All ARB approved changes are subject to inspection by Property Management for compliance.

4.3.2(e) Attachments that may be required with ARB Applications include:

1. Site Plat that shows the approximate location and dimensions of all improvements, additions, alterations, etc. including driveway, swimming pool, spa. Site Plat for new or improving landscape – placement of trees, bushes, and shrubs.
2. Documents including pictures supporting the homeowner's request. All improvements, alterations and additions shall comply with all applicable governmental laws, Florida State Statutes, and Hillsborough County Ordinances, Rules, Regulations, Orders and Decrees.

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Approval and Disapproval - ARB approval will be provided if the ARB Application shows that the improvement, exterior alteration, or addition conform to the Governing Documents (**Note:** If there are multiple improvements, exterior alterations, or additions to be performed at the unit each improvement, exterior alteration, or addition must be submitted on a separate ARB Application).

Submissions and Resubmissions of Plans – Plans for *new* construction of items being built, and additions/alterations of existing structure, shall be prepared by an architect, builder or engineer employed by and at the expense of the submitting owner attached to the application.

All plans submitted must show the existing residence location on the lot; what land type is adjacent to all boundaries indicating any frontage for water, common areas, and street(s), and shall also depict the location of all improvement(s) or change(s) contemplated, including but not limited to such items as plant types and sizes, driveway(s), walkway(s), path(s), and types of materials to be used. A comprehensive plan shall be submitted to the ARB prior to the commencement of any clearing, landscaping, installation, or construction. (**NOTE: If any modifications are made to the original application for any reason, the application must be resubmitted to ARB for approval.**)

Final Inspection - Property Management and the ARB shall have the right to enter upon and inspect the exterior of any property at any reasonable time before, during or within two weeks' time after the completion of work for which approval has been granted. Failure of the unit owner to adhere to the scope of work described in the ARB Application and its attached documents will result in a violation according to the SSF Declaration of Covenants, Conditions, and Restrictions for Southshore Falls, Article 4, item 4.7 and Article 7, item 7.4.

If any damage(s) have occurred during the project construction that is either caused by the unit owner, or contractor, including but not limited to common areas, landscaping, sidewalks, drainage, curbs, streets, community and street signs signage, irrigation, including sprinkler system, etc. will be the responsibility of the unit owner to repair and make whole the injured party(s). If the unit owner fails to make repairs, the repairs will be made by the HOA and such costs will be charged to the owner as an individual assessment.

4.3.3 ATTACHMENTS TO UNITS

4.3.3(a) Prohibited attachments include: window and wall air conditioners, name signs, decorative garage door or home hardware, exterior lighting, or decorative stonework, other than builder installed.

4.3.3(b) Permissible attachments only with ARB approval include lanai extensions, hurricane shutters, decorative shutters, garage door retractable screens, front porch screening, lanai interior awnings, satellite dishes, solar panels, and solar tubes.

4.3.3(c) Security cameras may be installed under the soffit of your roof and only with ARB approval. These items must be compact, dark bronze, black or white and positioned in a fixed direction not to infringe on or violate anyone's privacy.

4.3.3(d) All exposed cable, telephone wiring, conduit pipes, poles and hardware used for satellite dishes must be painted the exterior wall color of the house.

4.3.4 WATER SOFTENERS, PROPANE TANKS AND GENERATORS

4.3.4(a) Water softeners may be installed only in garages or interior of a unit. Exterior installation or replacements of water softeners is prohibited.

4.3.4(b) Fixed above ground propane tanks are not allowed. Underground installations require ARB approval and must be installed in accordance with all applicable building codes. Twenty (20) pound tanks, commonly used for gas grills, are allowed if attached to a grill; and spare tanks should be stored in the lanai or garage.

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4.3.4(c) Whole house generators attached to units, including location and landscape plan is permitted only with ARB approval. They must be hidden from street view and properly landscaped and located on the side or back of a unit. Apart from routine maintenance, all generators are only allowed to be operated during power failures. Replacement of whole house permanent generators requires ARB approval. The attached generator will be a permanent installation and passed to the subsequent ownership. If the claimed exception is not readily apparent, the ARB may request reliable information that reasonably supports that the resident has a qualifying disability.

The supporting documented information may include:

1. A determination of disability from any federal, state, or local government agency.
2. Receipt of disability benefits or services from any federal, state, or local agency.
3. Information from a health care practitioner, a telehealth care provider, or any other similarly licensed or certified practitioner or provider in good standing with their profession's regulatory body who has personal knowledge of the resident's disability and is acting within the scope of their practice to provide the supporting information.
4. The claimed disability must have a direct correlation to the need to have a stand-by whole house generator.

Whole house generators and buried propane tanks must be installed in the rear of the unit. The ARB may require additional landscaping at the resident's expense in order to retain the esthetically pleasing theme of the community.

4.3.5 CONCRETE WORK

4.3.5(a) Concrete pads are prohibited except as a pad under the air conditioner or lanai door. The size of the pad shall not exceed 3' by 3' and must not impede landscape maintenance.

4.3.5(b) Any concrete work (additions, replacement, or repairs) for driveways, sidewalks and entryways must be approved by the ARB.

4.3.5(c) Concrete pads, driveways, sidewalks, and entryways must be of the concrete color with no color additives. Decorative or colored concrete is not allowed. Pavers, tiles, or other coverings on the concrete structure named herein are prohibited.

4.3.6 HOLIDAY DECORATIONS

4.3.6(a) A reasonable number of holiday and religious lights and decorations may be displayed on a lot for up to 30 days prior to a publicly observed holiday or religious observance and up to 30 days thereafter without prior approval, subject to the right of the HOA to require removal of any such decorations or lights that it deems to (a) be excessive to number, size, or brightness, relation to other lots in the area: (b) draw excessive attention or traffic: (c) interferes with the use and enjoyment of neighboring properties: or (d) cause a dangerous condition to exist.

4.3.6(b) The HOA in accordance with Section 3.6(e)(l) and section 3 of the Declaration has the ultimate right to determine what is reasonable and appropriate decor. Should any unit decor be deemed excessive or not appropriate, the HOA can require removal of decorations at the owner's expense. The HOA is not responsible for damage to lighting and decorations by landscaping crews.

4.3.7 EXTERIOR LIGHTING

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4.3.7(a) Exterior unit light fixtures installed by the developer and similar type fixtures are the only approved fixtures for use. Replacement of existing exterior lighting fixtures must be the same or closely match existing fixtures and must be approved by the ARB.

4.3.7(b) Exterior lighting attached to a lanai, wall, or roof soffit must be approved by ARB. Flood or spot lighting is not permitted unless previously installed by the original builder. All exterior lighting fixtures must be compact, dark bronze, brown or black, and positioned in a fixed direction not to interfere with anyone's line of sight or shine directly into a neighbor's unit.

4.3.7(c) Landscape lighting must be approved by the ARB. Lights intended to light the walkway to the front door are permitted for safety. Landscape lights are permitted in the front and back landscape beds. All landscape lights are to be no taller than 24 inches, must be bronze, brown, or black, and must be placed along walkways in flower beds, not on lawns or in driveway dividers. The ARB may limit the number of lights permitted on a unit. The HOA is not responsible for damage to lighting by landscaping crews.

4.3.8 EXTERIOR PAINTING/MAINTENANCE

4.3.8(a) Owners of single-family units are responsible for the exterior maintenance including painting of their units. It is the responsibility of single-family unit owners to ensure that the exterior paint of their home is not faded, mildew stained, chipped, or showing wall cracks. It is recommended that homes be painted every seven years.

4.3.8(b) Approval is required whether the owner of a single-family unit retains the same color scheme or wishes to change the original color. The requested color must be chosen from the community color palette and cannot be the same color as the immediate neighbor on either side. Trim, body, and accents colors provided on the approved color palettes are not interchangeable.

4.3.8(c) Painting the exterior of 2-unit Villas and 4-unit Villas is the responsibility of the HOA and will be performed as deemed appropriate by the HOA.

4.3.8(d) The expenses associated with painting the exterior of 2-unit Villas and 4-unit Villas are an HOA expense and are allocated in the budget by the HOA.

4.3.8(e) Lanai walls are exterior walls and must be painted to match the approved exterior house color. No other color is allowed. Front doors must be a color chosen from the color palettes listed on the website or available at the front desk. Doors may be painted any one of the approved accent colors.

4.3.8(f) Decorative shutters must be one of the following colors: the door color, the trim color, bronze, black or cream.

4.3.8(g) All gutters and downspouts must be bronze or brown when painted. The color must be one of the following Sherwin Williams colors: SW 7630, SW 7027, SW 6076. Painting downspouts to match the exterior house color is prohibited.

4.3.8(h) All resident driveways and sidewalks must be maintained by the resident to be free of excess dirt, mold, mildew, grime, and oil stains. All driveways and sidewalks must be power washed when needed but at least once every two years.

4.3.9 UNIT UTILITIES AND IRRIGATION

4.3.9(a) Owners of all units are responsible for the maintenance of all back-flow preventers, utility pipes, lines, wires, conduits, satellite dishes or other apparatus which serves only their unit. Neither the HOA nor the community landscape contractor shall be responsible for damage to above ground backflow devices.

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4.3.9(b) The HOA is responsible for the overall maintenance of the irrigation system. Any resident who makes any unauthorized modification to the system (including turning the irrigation system on or off manually or adjusting the valves, piping, or electrical controls) will be assessed the full amount of any resulting repairs or service.

4.3.10 FLAGS

4.3.10(a) The HOA adheres to rules for displaying flags on units as provided for by Florida Statute 720 (specifically Sections 720.304(2)(a) and 720.304(2)(b)). **EXHIBIT A**

4.3.10(b) Each unit may fly up to two flags no larger than 4.5' by 6'.

4.3.10(c) Permissible flags are restricted to:

- The United States flag.
- The official flag of the State of Florida
- A flag that represents the United States Army, Navy, Air Force, Marine Corps, Space Force, or Coast Guard.
- A POW-MIA flag
- A first responder flag. A first responder flag may incorporate the design of any other flag listed in this item to form a combined flag. A first responder flag means a flag that recognizes and honors the service of any of the following:
 - Law enforcement officers
 - Firefighters
 - Paramedics or emergency medical technicians
 - Correctional officers
 - 911 public safety telecommunications
 - Advanced practice registered nurses licensed practical nurses, and registered nurses.
 - Persons participating in a statewide urban search and rescue program developed by the Division of Emergency Management

4.3.10(d) The unit owner may choose to substitute a college or professional team flag once a week on game day for one of the flags listed in 4.3.10(c) above. One garden size team flag is permissible any time.

4.3.10(e) The unit owner may also choose to substitute a decorative garden flag no larger than 12 inches wide by 18 inches long with a total stand height of 42 inches high for one of the flags listed above. Garden flags shall be located only in the mulch adjacent to the unit. If a garden flag is placed in the driveway divider of a villa unit, it must be within 4 feet of the garage wall.

4.3.10(f) Unit owner must fly the flag at the respectful height and angle. The flag holder bracket must be attached over the garage door, on the side of the garage door or adjacent to the front entrance walkway. Roof mate must approve of flag holder brackets placed on the wall between garage doors of villas and quads. Flags may not be flown from trees.

4.3.10(g) The flag displayed must be maintained in good condition. Tattered, torn or otherwise disrespectful flags may be turned into resident services for proper disposal.

4.3.10(h) Unit owner may erect a freestanding flagpole no more than twenty (20) feet high on any portion of the unit owner's lot as long as the flagpole does not obstruct sightlines at intersections and is not erected within or upon an easement.

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4.3.11 GARAGE MODIFICATIONS

4.3.11(a) Conversion of garages to living spaces is prohibited.

4.3.11(b) Garage screen doors are allowed. The frame must be bronze, dark brown or black and must be the pulldown retractable type that cannot be seen when the garage door is down. The screen must be charcoal, so the interior of the garage is not seen when in use.

4.3.12 GUTTERS AND DOWNSPOUTS

4.3.12(a) New, replacement or relocated gutters and downspouts must be approved by ARB. The color must be in of the colors listed below:

- Sherwin William Rasin SW 7630
- Sherwin Williams Hickory Smoke SW 7027
- Sherwin Williams Coffee SW 6076

4.3.12(b) Downspouts may be required to be tied into an underground drainage system and drained to a lake, swale, or other storm water drainage system.

4.3.12(c) Any and all erosion or landscape damage caused by the downspout pressure is the responsibility of the unit owner.

4.3.13 HURRICANE SHUTTERS AND STORM PREPAREDNESS

4.3.13(a) ARB approved hurricane shutters may be temporary or permanent. Permanent hurricane shutters must be one of the following colors: the door color; the trim color; bronze, black, or cream.

4.3.13(b) Temporary shutters made of corrugated steel, aluminum panels, clear plastic or fabric shields must be stored inside the unit or garage when not in use.

4.3.13(c) Permanent shutters: roll down or accordion should be attached to the unit on a permanent basis and must remain open except during a tropical storm or hurricane.

4.3.13(d) Tracks or mounting brackets that are affixed to the unit must match the color of the shutter or blend with the color of the part of the unit to which they are affixed.

4.3.13(e) The installation, replacement, operation, repairs, and maintenance of such shutters in accordance with the procedures set forth herein is the responsibility of the owner.

4.3.13(f) Storm shutters may not be put in place prior to the issuance of a National Hurricane Storm Watch encompassing the Greater Tampa Bay Area. Storm shutters shall be removed within 7 days of the cessation of the storm watch.

4.3.13(g) All absentee owners during the hurricane season are responsible for the removal of potted plants, garden art, furniture or potential flying items from the lanais, and mulch beds. Absentee owners are responsible for care of their unit throughout the storm.

4.3.14 LANDSCAPING AND LANDSCAPE ENHANCEMENTS

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4.3.14(a) All [planting bed] edging dividers and partitions including but not limited to stones, bricks, pavers and decorative garden and tree borders (edging) are prohibited. All fences and fencing of any type including but not limited to invisible dog fences, garden accent fences, walls, railing, enclosures or other upright structures, are prohibited.

4.3.14(b) ARB approved basic garden pathway borders (edging) may only be used where the ~~mulch~~ landscape beds border with the concrete entrance pathway or driveway. In no case shall any border (edging) be installed around or along any area that borders the lawn or is trimmed by the landscaper. All pathway border (edging) installations must be approved by ARB.

4.3.14(c) The only ARB approved pathway border (edging) is a simple dark brown/black plastic/rubber one with a flat top. Once installed, the top must be 2" or less above the pathway. No colored, wood, cement, scalloped or ornate borders are permitted.

4.3.14(d) Minimum depth of mulch in the landscape beds and around trees of resident's units shall be two (2) inches. Mulch must be shredded hardwood brown "cocoa".

4.3.14(e) All new plantings except for flowering annuals or perennials must be approved by ARB. Plantings must be consistent with the Florida Friendly Planting Guide published by University of Florida. Changing or enlarging the landscape plan or mulch beds must have ARB approval.

4.3.14(f) Annuals, perennials, flowering, and small plants identified in the Florida Friendly Planting Guide published by University of Florida may be planted in a limited way in existing beds. Invasive perennials, plants or vines of any kind are not permitted in beds, on walls or on trees.

4.3.14(g) Exotic plant species and high maintenance items such as fruit trees are not permitted in the community.

4.3.14(h) Artificial flowers and plants are not permitted. This includes but is not limited to lighted flowers, glass, rubber, plastic, paper, wood and/or silk flowers or plants.

4.3.14(i) Trees, shrubs, and bushes: Any additional plantings in existing beds, or the addition of new planting beds, as well as new landscaping related to additions such as pools or lanai, require prior ARB approval. Walls of shrubs, and / or tall bushes which hide the house or block a window are prohibited. Shrubs and bushes around the front & side periphery of a unit shall not be permitted to grow taller than 4 feet. Shrubs and bushes along the screen line of a lanai shall not be permitted to grow taller than 6 feet.

4.3.14(j) The addition of a small shrub/plant and mulch under the backflow preventer will be permitted. It must be kept trimmed to be just higher than the backflow preventer. In no case will borders (edging) of any kind be permitted. The addition of a resin rock to protect the backflow device will be permitted; it must be tan or gray in color and just large enough to cover the backflow preventer.

4.3.15 TREES

4.3.15(a) The unit owner is required to obtain approval from the ARB for any removal, replacement, relocation, or addition of any tree on their property.

4.3.15(b) Hillsborough County requires tree removal permits for all residential properties where the main dwelling exists, and the tree trunk measures 12" DBH (Diameter at Breast Height / 4.5' from ground level) or larger. Diameter is a straight-line measurement from edge to edge thru the center of the tree. It is the unit owner's responsibility to obtain all required permits.

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4.3.15(c) Hillsborough County does not require a tree removal permit if the tree is dead, susceptible to freeze damage, is detrimental to the survival of native Florida Friendly landscape or has documented undesirable growth. ARB approval is still required even in those cases where Hillsborough County does not require a permit.

4.3.15(d) Removal and / replacement of shade trees regardless of reason (s) and regardless of if the HOA or the resident is paying requires ARB approval in order to maintain compliance with the Hillsborough County requirements. Hillsborough County requires only one shade tree per unit. If a shade tree is removed and it is the only one on the unit's lot, it must be replaced within 90 days by a single trunk tree at least 3 inches DBH single trunk tree, 9 feet tall or taller when measured from the ground. It must be replaced by a shade tree that is listed on the Southshore Falls HOA Tree List. All other trees may be replaced by any tree the homeowner selects from the SSF HOA tree list, subject to the DBH and height requirements shown herein. If a tree is removed from a resident's property, the stump must be ground down 6 inches below ground level. Any plantings destroyed or removed in the process of removing a tree must be replanted or the area sodded within 30 days.

The number of trees required by the county for each residence is based on lot square footage. SSF is required by the county to have one (1) shade tree planted anywhere on each lot, regardless of the type of home, inclusive of single family, 2-unit Villas and 4-unit Villas. Should a resident not have a shade tree on their lot, they must plant one the next time they add or replace any type of existing tree. Once a resident has met the minimum requirement of one (1) shade tree, they may plant additional trees as they wish, subject to ARB approval.

4.3.15(e) Tree Removal - The HOA shall only be responsible for the removal of a developer planted tree if the tree is dead, blown down in a storm, diseased, or to protect other HOA property such as the irrigation system. The HOA contracted landscaper and the Landscape Committee will determine if the tree falls into any one of the reasons listed above. Should the resident desire a replacement palm tree which costs more than the original value of the tree being removed, the resident will be required to pay the difference in price to the HOA contracted landscaper. When replacing a developer planted palm tree(s) at the HOA expense for reasons listed above, the resident is not required to submit an ARB application. However, the resident must submit a Landscape Work Order which is available on the SSF Management Company website. The Landscape Committee will select the self – pruning tree type and the replacement size. Residents requesting palm tree removal for other reason(s) are responsible for the expenses which include irrigation reconfiguration. Residents who elect to remove a palm tree either by the HOA for the reasons stated above (storm, disease, dead, or to protect other HOA property) or by the resident's own choice and at the resident's expense are not required to have a replacement palm tree planted.

4.3.15(f) The HOA replacement tree will be selected by the Landscape Committee and will be of a similar incur this expense only if a tree is a storm loss or diseased (SSF Tree Replacement Policy) with a tree of similar type which is being replaced. The replacement tree will be selected from the SSF Tree List.

4.3.16 PLANTERS, CONTAINERS, POTS, AND GARDEN ART

4.3.16(a) A total of not more than 4 items in any combination of planters, containers, flowerpots, shepherd poles or garden art items are permissible. Side entry 2-unit villas only, may place 2 additional items at the side entrance door. Except as shown below, no item may be taller than 42" inches when measured from the ground.

4.3.16(b) Planters, containers, flowerpots and shepherd poles are restricted to the mulch / flower beds.

4.3.16(c) Planters, containers or flowerpots that are empty or contain dead plants are prohibited from being displayed.

4.3.16(d) Planters, containers and flowerpots must be removed to safe storage in the event of an impending storm or if the owner is leaving for an extended period.

4.3.16(e) Birdfeeders, wind spinners and trellises are not permitted.

4.3.16(f) Wall art may be hung on exterior front entrance walls adjacent to the front door screened in or not.

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4.3.16(g) Wall art is prohibited on any exterior wall facing the street.

4.3.16 (h) Shepherd poles (plant hanging poles) may not be taller than 72 inches when measured from the ground.

4.3.17 MAILBOXES AND POSTS

4.3.17(a) The strip of land where the mailboxes are located on is HOA property, not the property of the unit owner.

4.3.17(b) The HOA has designated a standard mailbox and individual changes are not allowed. See **Exhibit B**

4.3.17(c) Decorations, flags, hanging plants or painting the mailbox other than black for maintenance purposes are prohibited. Mailbox and post decorations are only permissible during the November / December holiday period. The HOA reserves the right to remove unsightly, overdone, or inappropriate decorations when deemed necessary.

4.3.17(d) Mailbox maintenance or replacement is the responsibility of the owner(s). Mailboxes and posts must be either satin or gloss black.

4.3.18 PATIO LANAI EXTENSIONS

4.3.18(a) All lanai extensions must be approved by the ARB.

4.3.18(b) The maximum height of the lanai must not exceed the existing roofline of the unit.

4.3.18(c) Modifications of the exterior gutters must be approved by the ARB and added downspouts must be installed in a manner to re-direct and divert water beyond the rear most portion of the extension. Any water run off issues caused by the modification of an individual unit will be the sole responsibility of the unit owner. All extensions must comply with County set-back requirements, permit requirements and building codes. They must not extend closer than 3 feet from the property line as per Hillsborough County building codes.

4.3.18(d) Any modification to the irrigation system resulting from an installation of a lanai extension must be performed by the HOA's landscaper and paid for by the owner. Property and liability insurance coverage must include the extension and is solely the responsibility of the unit owner.

4.3.18(e) Lanai extension on 2-unit and 4-unit villas shall install opaque screen on the side or sides adjacent to the adjoining unit or units unless the abutting unit owner approves, in writing, to substituting plain screen.

4.3.18(f) Lanai extension frames must be bronze or dark brown, and screening must be charcoal gray.

4.3.18(g) The use of any hard roofing material as well as any sort of windows or siding is prohibited.

4.3.18(h) The planting of flowers, shrubs, bushes or installing a new plain mulch bed between lanais where lawn maintenance is no longer possible, is required at the owner's expense.

4.3.18(i) 2-unit and 4-unit villa owners may extend their lanais within the buildable area of their back yards. The maximum depth is twelve (12) feet leaving a minimum three (3) feet space from the rear lot line. The maximum width can be the span of the roof line on a 2-unit villa and a total of 22 feet on a 4- unit villa. Single homes must follow the same guidelines based on the lot size.

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4.3.18(j) The unit and landscaping additions surrounding units may not impede access to the center of the villas by mowing and maintenance crews.

4.3.18(k) Modifications to the interior of screened porches, patios lanais and any other portions of a lot or structure visible from outside a structure are subject to ARB approval.

4.3.18(m) Due to public drainage requirements established by Southwest Florida Water Management District (SWFWMD), patio lanai extensions are not permitted on units located within Block 52 thru 61 (Bluewater Falls Drive and Seneca Falls Drive). Addresses included in these Blocks are for Bluewater Falls Drive even numbered addresses from 310 through 348 inclusive and for Seneca Falls Drive odd numbered addresses from 303 through 341 inclusive.

4.3.19 PAVERS AND POND STONES

4.3.19(a) Pavers may be installed on one and or both sides of the driveway or to supplement the main entrance walkway to eliminate safety hazards with ARB approval. Pavers and pond Stones may be installed to fill the entire driveway divider providing a palm tree is installed in the middle of the divider and a minimum of 2 bushes, one near the garage and the other one near the street, are installed. Earth tone colors are required for all pavers and pond stones. The improvement to shared driveway spaces at the villas must be agreed to by both roof mates.

4.3.19(b) Pavers may be 24" by 24" or smaller and only one row wide along the side(s) of the driveway. The pavers must be consistent in size, smooth and flat and not become a trip hazard.

4.3.19(c) When pavers are installed along the sides of a driveway, the installation of pavers must complement the landscape design and run the length of the driveway to the sidewalk. The pavers must not impede landscaping maintenance.

4.3.19(d) Pond stones may be used to replace mulch in the following instances only:

- i . In the divider between two driveways in the front of two-unit and four- unit villas.
- ii. In the area between the unit wall and the walkway, and the walkway along the side of side-entrance villas up to and including the entrance.
- iii. In the area between the unit wall and the walkway leading to the front entrance

4.3.19(e) Pond stones in permitted areas must completely fill the area from edge to edge, including surrounding any required or additional plants and trees.

4.3.19(f) Pond stones must be one inch to three inches in diameter, and must be a natural earth-tone color.

4.3.20 PLAY EQUIPMENT AND LAWN FURNITURE

4.3.20(a) Permanent play equipment, lawn furniture and barbecue grills are not permitted to be left overnight or stored in yards, garden beds or driveways.

4.3.20(b) Outdoor furniture & grills must remain within the front entryway or lanai.

4.3.21 POOLS AND SPAS

4.3.21(a) Applications for In-ground pools and spas and their enclosures must be submitted to ARB for approval.

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4.3.21(b) Pools and spas are to be within the maximum buildable area as per Hillsborough County building codes.

4.3.21(c) The pool/spa including landscaping additions surrounding units may not impede access to all sides of units by mowing and maintenance crews.

4.3.21(d) For security and safety, pools and spas must be enclosed in a screened lanai. The screening of the pool and spa area may not extend beyond the width of the dwelling and the color of the frame must be bronze.

4.3.22 ROOFS

4.3.22(a) Regardless of home style (single, 2-unit or 4-unit villa) the repair and replacement of the roof and roofing system is the responsibility of the homeowner. All tile and roof system repairs and replacement require ARB approval.

4.3.22(b) In cases where the owners of a shared roof cannot agree to the extent and nature of the damage, the HOA shall be engaged to assist with resolving the issue and may, if deemed necessary impose a benefited assessment on one or more units.

4.3.22(c) Pressure cleaning of all roofs is the responsibility of the HOA and paid for through the HOA reserves. Subject to Board approval and conditions, a resident may request to opt out of this service by written notice to management to be put on file. This opt-out does not negate the obligation of the owner to keep their roof clean. Residents who opt out are responsible for hiring at their expense a private firm to clean the roof when deemed necessary by the Board of Directors or Property Manager.

4.3.22 (d) Residents that wish to opt out of the roof cleaning program, must have their roof cleaned by a professional contractor at their own expense, within 60 days after the official start date of the project or may be subject for a fine up to \$100.00 per day. Residents that live in a 2-unit or 4-unit villa that wish to opt out must have written agreement of all roof mate(s). If the roof mates are unwilling to agree, the HOA will have the roofs cleaned. It is the responsibility of the homeowner to present to the Manager a receipt with the date and type of roof cleaning application used on their roof. Failure to comply as noted will result in the violation process. Residents that elect to opt out will not receive credit or refund from their assessments (HOA fees).

4.3.23 SATELLITE DISHES

4.3.23(a) With ARB approval, one satellite dish that is one meter (39.37 inches) or less, and in compliance with FCC, State and Local regulations may be installed on property that you own.

4.3.23(b) When an adequate signal permits, the satellite dish must be installed in the rear of the property and attached directly to the unit.

4.3.23(c) If an acceptable signal is not available in the rear of the property, another location on the property as far to the rear as possible may be used, including securing the dish to a ground pole.

4.3.23(d) If the dish must be secured to a ground pole, any cables necessary for the dish to operate successfully, must be encased in conduit and either attached to the unit or buried 12 inches underground away from any irrigation lines or utility cables and must not interfere with landscape maintenance. Poles, conduit, boxes, and cabling must be painted to match the wall color of the house.

4.3.23(e) If the dish can only obtain an acceptable signal in a location that requires it being secured to a ground pole, the dish must be screened from view using shrubs.

4.3.23(f). In no case shall the dish be placed in the front of the property.

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4.3.23(g) Owners shall not allow their satellite dish to fall into disrepair or to become a safety hazard. At the discretion of the HOA, a property owner may be required to repair or replace or remove their dish. The dish and support hardware must be removed when no longer in use.

4.3.23(h) Satellite dishes shall be installed and secured in a manner that complies with all applicable codes including hurricane safety ordinances, county, and state regulations.

4.3.24 SIGNAGE

4.3.24(a) Signage of any kind is not permitted. This includes but is not limited to commercial, real estate, political, religious, service oriented or personal announcements. The exception is a small security alarm company sign.

4.3.24(b) Signage of any kind is not permitted on vehicles except those kept in the garage when not in use.

4.3.24(c) Signs shall not be placed in any common area including the strip between the sidewalk and the street.

4.3.24(d) Signage within a garage, screened area, or residents window visible from the street is prohibited.

4.3.25 ENERGY CONSERVATION, SOLAR, WINDOWS

4.3.25(a) Installation of energy conservation and solar devices (solar collectors, solar panels, window tinted film) is permitted under Florida Statute, Section 163.04 of 2018 wholly within the boundaries of the individual unit. These additions do require ARB approval.

4.3.25(b) Window tinted film should meet the guidelines of Visible Light transmission of 30%, Visible Light Reflectance 12%, Infrared Rejection of 86%, UV Light Rejection of 99%, and Glare Reduction of 62%. The HOA may require removal if bubbling occurs, or the equipment falls into disrepair.

4.3.25(c) Other than a window or glass in a door installed initially in the unit construction, windows must be tinted light gray, smoke, or light bronze to match the other windows in the unit. Replacement window exterior frames must be dark brown, black, beige, cream or dark bronze. Replacement windows must have the same grid design as in the original developer installed window. All window replacements require ARB approval.

4.3.25(d) Window treatments may only consist of draperies, shutters, blinds, or other tasteful coverings which are neutral when viewed from the street. No bright colors, patterns or prints if visible from a street view are permitted.

4.3.26 ENFORCEMENT

4.3.26(a) Should these policies be violated, the HOA may bring action for declaratory relief, or impose a fine or fines in accordance with the HOA governing documents.

4.3.26(b) If the violation is not corrected, additional fines may be imposed for each day that the violation continues.

4.3.26(c) The HOA may also suspend membership rights, including the use of the clubhouse and automatic gate entrance.

4.3.26(d) Deliberate violations, violations due to ignorance, not requesting ARB approval or not doing what was approved by ARB, must be removed, or changed back to its original condition at the owner's expense. Should an owner not comply with this directive within 30 days, the owner may be fined up to \$100.00 per day up to a maximum of \$1000.00. If not resolved the HOA may take necessary legal action.

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4.3.26(e) Residents sent violation notices who fail to correct violations will be sent a notice to appear before the Fining and Suspension Committee for further action by the HOA.

4.3.27 DUMPSTER AND CONTRACTOR BULK BAGS

4.3.27(a) The placement of a dumpster or contractor bulk trash bag requires ARB approval.

4.3.27(b) The ARB application must include the appropriate date of placement of the container and the expected removal date along with the name of the company that will be hauling the container.

4.3.27(c) Dumpsters may be delivered or picked up between the hours of 8:00 AM and 5:00 PM.

4.3.27(d) Dumpster or contractor bulk bags are not allowed to be placed or parked on the street. They must be placed or parked on the driveway and must not block any portion of the walkway.

4.3.27(e) The ARB application must include the dates of the placement of the dumpster /bag and when they will be removed along with the name of the contractor that will be hauling the dumpster / bag. Failure to submit an ARB application will result in the SSF security guard refusing to allow the hauler to enter the community.

4.3.28 PORTABLE ON DEMAND MOVING, SHIPPING AND STORAGE CONTAINERS (PODS)

4.3.28(a) The placement of portable on demand moving, shipping, and storage containers (PODS) require ARB approval.

4.3.28(b) The SSF Management Company staff will coordinate with new residents moving into the community to address how to complete an ARB application and determine the approximate delivery date of the container to ensure a smooth and welcoming experience.

4.3.28(c) The ARB application must include the appropriate date of placement of the container and the expected removal date along with the name of the company that will be hauling the container.

4.3.28(d) Failure to submit an ARB application will result in the SSF security guard refusing to allow the shipping company entrance to the community.

4.3.28(e) Containers must be placed on the driveway and must not block any portion of the walkway. Containers are not allowed to be placed on the street.

4.3.28(f) Containers may only be delivered or picked up between the hours of 8:00 AM and 5:00 PM.

4.3.28(g) Containers are allowed to be left in the resident's driveway for seven (7) days. The ARB will consider exceptions to the length of time allowed on a case-by-case basis.

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EXHIBIT A

FLAG S



ARB Guidelines 4.3.10

One Official U.S. flag no larger than 4 ½ x 6 feet per Florida Flag Statutes

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=07000799/0720/Sections/0720.304.html

EXHIBIT B

MAILBOXES

HOA Standard

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ARB Guidelines 4.3.17

Creative Design Mailbox and Signs

Tampa Bay Corporate Office

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