

VILLAGE GREEN GUIDE LINES FOR EXTERIOR IMPROVEMENTS

The objective of this document is to provide the BOD with a tool by which they can evaluate the merit of property owner request in a uniform fashion and reply accordingly. **The Board of Directors reserves the right to amend these guidelines as they deem necessary.**

This document is to operate in concert with the South Harbour Master POA.

I. PORCH ENCLOSURES:

REQUESTS TO ENCLOSE PORCHES MUST BE SUBMITTED TO AND BE APPROVED BY:
VILLAGE GREEN ARCHITECTURAL REVIEW COMMITTEE (ARC).

- Property owner is responsible for all building permits.
- Work must be done by a licensed contractor.
- Electrical work must be done by a licensed electrician.
- Property owner is to submit a drawing of proposed enclosure.
- A list of materials should accompany the above drawing.
- The ARC will use previously enclosed porches as a general guideline to go by.
- Property owner is to submit contractor's name, etc. and start and completion dates to the management company.
- Property owner is responsible for any changes or damage to the irrigation system and/or the landscape.
- Property owner is responsible for clean up after the project has been completed.
- The management company has a record of all porches that have been enclosed to date.
- The repair and maintenance of enclosed porches and all associated costs are the responsibility of the property owner.

II. PATIO INSTALLATIONS:

REQUESTS TO INSTALL A PATIO MUST BE SUBMITTED TO AND APPROVED BY:
VILLAGE GREEN ARCHITECTURAL REVIEW COMMITTEE (ARC).

- The management company has a record of all existing patios to date.

BASIC GUIDELINES FOR PATIOS ARE AS FOLLOWS:

- They should be similar in size and materials as those that were installed by the builder.
- Requests to install a patio should be submitted to the management company.
- The following should be supplied with your request;
 - Material to be used.
 - Color of material
 - Location of proposed patio's location, relative to porch.
 - A drawing of proposed patio that shows all dimensions
 - Give estimated starting and completion dates.

- State the contractor that you are using.
- Patio should not extend beyond privacy fence and width of the porch.
- Patio should be constructed so that it drains away from building.
- Patio must be constructed flush with the ground and in a manner that does not require additional or special lawn care.
- Patio material should be able to with stand the weight of lawn care equipment.
- Property owner is responsible for all necessary building permits.
- Property owner is responsible for any and all repairs to irrigation system
- Property owner is responsible for any damage to the landscape
- Property owner is responsible for clean up after project has been completed.
- Property owner is responsible for repairs, maintenance and all associated costs of installed patio.
- Property Owner is responsible for any stormwater issues that arise as a result of the patio installation.
- The use of stepping stones is not recommended due to their tendency to pop up.
- We want to limit the risk of damage to lawn care equipment.

III. SATELLITE DISHES:

The Covenants, Conditions and Restrictions allow for satellite dishes.

- They are to be placed at the rear of building adjacent to the rear roof line and directly above the unit that they service.
- Any damage caused by installation or removal is the responsibility of the Property Owner.
- The Village Green ARC reserves the right to require dishes to be moved at their sole discretion.

IV. PAINTING:

GUIDELINES FOR PAINTING ARE AS FOLLOWS:

- Both front and rear exterior doors are to retain their original color when repainted.
- Shutters are to retain their original color when repainted.

V. LANDSCAPING:

The landscaping company is contracted by the Board of directors on behalf of the property owners. They operate by a strict schedule that defines when and what services they are to perform. Additionally they have a supervisor who in turn works with a member of the Village Green Board of Directors to resolve issues that arise that are not within their contract. A copy of their schedule was furnished to all property owners last year. If you have a question or concern relative to landscaping, please contact the management company. They will see that gets to the proper person to action it. Please do not interrupt the maintenance crews. Please do not ask them to plant for you, etc. These items are not in their contract.

The objective in landscaping within Village Green has been to maintain a uniform look throughout the development using shrubbery that is indigenous to this area such as Yaupon Holly Wax Myrtle

Additionally shrubs such as Indian Hawthorn and Pittosporum have also been used.

FLOWERS IN MULCHED AREAS:

Property owners are allowed to plant annual or perennial bedding plants (that are commonly found in the southeast) within the mulched areas.

You are not allowed to remove shrubbery to plant flowers.

Owners planting in these areas are reminded that the cost and maintenance is their responsibility

Artificial flowers are not permitted.

The landscaper has no responsibility to plant or maintain plants planted by a property owner.

Care should be taken to not damage the irrigation systems.

The mulched areas in both the front and rear of all units are to remain their original size.

MULCHED AREAS:

The mulched areas around trees are to remain their original size.

In an effort to maintain a uniform appearance, pine straw is the only acceptable mulching

PRUNNING:

Two pruning per year are included in our landscaping contract. Since we have a wide variety of shrubs with various growth cycles it is challenge to maintain a uniform look. Individuals pruning makes a tough task even harder.

For this reason, property owners are requested to not prune.

The landscaper is responsible to clean up what they trim not what you trim.

Plants killed or damaged by improper pruning by property owners will be replaced at the owner's expense.

TREES:

River birch trees will be used as replacement for trees in the future. They are better suited for the drainage problems we have in Village Green.