

**Jacaranda Country Club Villas**  
**Resident Information Package**  
**December 2023**

## Welcome to Jacaranda Country Club Circle (JCCV)

JCCV is one of two condo communities in the heart of Jacaranda West. It may not look like a condo — but it is. It may not *feel* like a condo — no one upstairs, no carport, no outside shed — but it is.

- You own 1 of 72 units in the development.
- You share in **1/72nd** of the cost of everything in the community.
- You are part of a condo owners association, a COA.
- You (**as a unit**) have one vote in the COA.

JCCV is a deed restricted development and is governed by its by-laws and documents. JCCV is a sub-association of the Jacaranda West Homeowners Association 1 (also deed restricted), informally known as JW-HOA1 or HOA1. JCCV residents are automatically members of HOA1, have a vote and are required to pay annual dues to HOA1.

All the by-laws, rules and regulations of HOA1 apply to all of us, as unit owners in Jacaranda Country Club Villas. Beyond those, JCCV may have additional by-laws and more stringent rules as appropriate for condominium living.

### **As a condo owner:**

As an owner, **you own** from the “paint on the drywall IN.”

You **do not own** the block and/or wood frame that constitutes your building.

You **do not own** the roof.

You **do not own** “**common element**” or “**limited common element**” surrounding your unit.

What is “**limited common element**?” (primarily used by a limited number of owners)

Your driveway

Your walkway (whether individual or shared with a neighbor)

Your courtyard and any property and landscaping in front of your unit.

The landscaping on the side of your unit.

The landscaping at the rear of your unit.

What is “**common element**?” (commonly accessed by all owners)

**All of the lawns and landscaping** in front of, in back of, and between the units

The circle roadway

The pool and cabana facility, the pool furniture, all installed cabinets  
The development's front entry components

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## Age Limits

JCCV is legally a 55-and-older community. At least one resident of each unit must be 55 years or older. No permanent resident under 18 is allowed unless a hardship exception is granted by the Board of Directors, or the child is otherwise allowed by law.

## ARC Forms and Approval

Any modification that a unit owner makes to the exterior of the building or the grounds of Jacaranda Country Club Circle requires a completed and approved Architectural Review Committee (ARC) form or completed and approved Landscape Change Request Form. Please read the sections **Exterior Changes to Your Unit** and **Forms** in this package for complete information.

## Board Committees You Can Join

Every year, Sunstate Management makes residents aware of how to run for the Board of Directors. If you don't want to be a Board Director, you can still be active in the community by serving on a committee: Architectural Review Committee, Compliance Committee, Welcome Committee, Garage Sale Committee, or you can volunteer more informally with landscaping projects, holiday celebrations at the pool, or other special projects. Ask any Board member about how to get more involved at JCCV.

## Driveways and Pavers

You may install driveway/walkway pavers at your cost. After the Board of Directors approved pavers for our community pool several years ago, some residents inquired about pavers for their driveways and walkways. Several colors were **pre-approved by the Board**. **You must select a paver color similar to what you see currently used at Jacaranda Country Club Villas** (either at the pool or on residents' driveways). Submit an **ARC (Architectural Review Committee) Form** to the Board. Identify your vendor, include proof of their licensing and insurance, and the name/color of your pavers. (See **Forms** to get an ARC form.)

## "Due Care" Checklist

Suggestions for when you are leaving your unit unoccupied for an extended period of time.

- Leave the air conditioner (A/C) on for humidity control. Adjust your humidistat to the desired humidity percent and the A/C temperature to an appropriate temperature. If you have an automatic thermostat, be sure it is set to "Hold" or "Vacation."
- Have the A/C unit serviced to assure proper running and that the condensate drain line is clear.

- Put all open perishable and dry foods in air-tight containers. Discard all other perishables.
- Clean out the refrigerator and turn off the ice maker.
- Be sure garbage and recyclables are removed from the unit. Make arrangements with a neighbor to place out your last garbage/recyclables for pick up and then return the containers to your garage afterwards.
- Unplug all appliances.
- Secure all windows and doors.
- If it is hurricane season, install hurricane shutters if you have them. Clear Lexan shutters and painted metal or wood shutters are permitted to be up throughout the hurricane season. The paint color must match the building siding. Secure your garage door with bracing if possible and available.
- Run some water in all drains. Close the drain lever or cover the drain with a heavy object.
- Turn your water off.
- Cover the toilet bowl with plastic wrap. Close the lid, place a heavy object on the toilet lid.

### **Estate Sales**

See "Garage/Yard Sales."

### **Exterior Changes to Your Unit**

**Any change** you wish to make to the exterior of your unit requires you to submit an ARC (Architectural Review Committee) Form to the Board. This includes but is not limited to:

- decorations affixed to the building
- changes to your garage
- window replacements
- driveway/walkway pavers
- construction changes to front or back lanais and/or sunrooms
- installation or changes of all aluminum products (gutters, soffit, etc.)
- all landscaping changes on common element or limited common element (plants, trees, shrubs, mulches, rocks, etc. — requires a **Landscape Change Request Form**)

Residents **must wait for approval** before beginning work on such projects.

## Facebook Page

JCCV has a private Facebook page for residents only. **This is a social page**, not a vehicle for official information transmittal. To access the page, you must be a Facebook member. For access, contact Chuck Ford at [cford1620@verizon.net](mailto:cford1620@verizon.net). Chuck will send you an invitation to join the Villas Private Facebook page. If you need help, contact Chuck Ford or any Board member. *[revised Rules and Regulations 1/15/2018]*

## Family and House Guests

Any unit owner who has family members or guests staying in their unit for a **short term (2 - 4 weeks) without the unit owner being present** must notify the Board of Directors in advance. Provide the Board President with the names, complete address(es) and phone numbers of the adult guests, and the names and age(s) of any minor children with them. Also, provide vehicle identification information: make, model and color of vehicle(s), and license plate number(s).

## Feeding Birds & Wildlife

The general answer to bird feeders and **any** form of wildlife feeding is — **don't**. Feeding wildlife invites rats, wild boars, coyotes, raccoons and more to our community. **Also, it is against the rules of the larger Jacaranda West HOA1 community.**

Do not put any feeder trays with bird seeds or food outside your unit, on the ground, or around your unit including the atrium. **They will be removed.** Do not throw any food or vegetable peels on the lawns or driveways. **Do not feed wildlife in any way.** The JCCV Board has strategically placed rodent boxes in multiple locations around Jacaranda Country Club Circle. In addition, several owners have purchased their own to discourage rodents. **Do not disturb these.**

## Fire Safety: Fire Extinguishers, Policy, Inspections

**Fire Extinguishers.** The Florida Fire Prevention Code requires each unit in the development to have a 2-A:20-B:C fire extinguisher with a minimum of five (5) pounds of chemical. The fire extinguisher must be obviously located and easily accessible.

Once per year, JCCV schedules a professional courtesy check for all residents to make sure their fire extinguishers meet current standards. Residents are notified in advance and may leave their fire extinguishers on their front lanais to be checked. All fire extinguishers are checked, and residents are notified if they must take any action.

**Propane Tanks.** The Florida Fire Prevention Code prohibits the storage of propane tanks inside any building which has three or more living units. The Fire Prevention Code also prohibits propane tanks from being within 12 feet of an exterior wall of any building which has three or more living units.

However, in 2023, **the JCCV Board of Directors passed a new regulation** concerning the use and storage of grills/propane tanks at Jacaranda Country Club Circle. See “**Grills**” in this information package for a complete description. This regulation prohibits the use of propane grills that use tanks larger than 1 lb. and requires that no more than two (2) 1 lb. propane tanks may be stored within any unit at JCCV.

**Smoke Alarms.** When Jacaranda Country Club Villas were constructed, the Villas were in compliance with the Fire Prevention Code for fire and smoke detectors. The current code requires that a smoke alarm be placed in every sleeping room and in each finished room or hall outside each bedroom, including basements and attics. The current code recommends that smoke alarms be hardwired with a battery backup. Portable, battery-operated smoke alarms may be used to meet the code recommendations. All batteries should be tested monthly and replaced annually.

**Compliance Inspections.** The State Fire Marshall makes unannounced visits to inspect the Association Villas for compliance with the current state Fire Prevention Code. Violations of the Fire Prevention Code are subject to a fine by the State Fire Marshall. Fines may be assessed against the unit owner and/or the Association. It is the unit owner’s responsibility to comply with the regulations.

*[Revised 1/15/18, with exception of Update to Rules and Regulations approved May 15, 2023, by JCCV Board of Directors, concerning grills and propane tanks within JCCV]*

## **Forms**

Because JCCV is a condo association, you must complete a form to proceed with some specific actions or activities, and they must be approved by the Board **before you begin**. All JCCV forms are on:

[www.SunstateManagement.com](http://www.SunstateManagement.com)

Click on *Communities*

Scroll down to *Jacaranda Country Club Villas*.

That will bring up [myjccv.com](http://myjccv.com) – our web site on Sunstate.

Click on *Association*

Scroll down to *COA Forms*

Forms currently on the Sunstate Management/myjccv.com page include:

Architectural Review Committee (ARC) form

Lease-Rent Application

Notice of Intent to Sell form.

Sale Application for Permission to Purchase form.

Directory Authorization Form

Resident Information Sheet

Landscape Change Request Form



### **Front Doors, replacement of**

You may do this at your own cost, with Board approval. Submit an **ARC form** to the Board of Directors. Show a picture of the door you intend to use. Indicate which licensed/insured vendor will be installing it. **Wait for Board approval** before proceeding with your new door.

### **Front Doors, painting**

Owners can paint their front doors the single color of their choice since front doors do not show from the street. You do not need Board approval to do this.

### **Front Lanai, enlarge and enclose.**

Owners may enlarge and enclose the front lanai of their unit **with Board approval**. See the JCCV Amendment to Declaration 2016 on the Sunstate web site. **Submit an ARC Form** to the Board, also on our JCCV Sunstate website.

Describe the entire construction process and materials — flooring, windows or screens, all vendors involved — and submit with a copy of the vendors' insurance coverages, attached to your completed ARC Form, to the Board. Do not begin work until you have received Board approval.

### **Garage doors, replacement and installation**

You can do this at your own cost. But your **new door must look like every other door in style**, and your door **must be painted** the designated color of your unit's building. You are responsible for the door, installation, and painting costs. Submit an **ARC form to the Board** and identify which vendor will complete the project for you.

Remember — if you or a prior owner replaced your garage door, it is no longer "original" to your unit and you "own" the upgrade for insurance purposes. You, as the owner, should carry coverage on the new garage door through your HO6 insurance policy.

**Most garage door vendors serving Venice have no problem with the replacement type and style. It is very common. Painting colors for all buildings are on the Sunstate website under COA Forms: Scroll down to "Other Documents," then find "Building Exterior Paint Samples." If you don't know which of the 4 colors your building is, ask any Board member. All paints are Sherwin Williams.**

### **Garage / Yard Sales**

**One annual garage sale is organized at JCCV, as a community, each January. A committee of the Board is organized to run it. (Volunteers are welcome.) The date and requirements are announced well in advance. For 5-6 hours on one Saturday in January, the circle is one-way. Participants pay a small fee. For the duration of the sale, they may display their merchandise-for-sale in their garages.**

Garage Sale volunteers' direct traffic and monitor/manage the entire event. Attendees from the outside must park in a way that does not block traffic, and then walk the Circle. Each year's garage sale is subject to approval by our Board of Directors and by the JWHOA#1.

**No other yard sales or garage sales, and no one-time estate sales if you are moving, are permitted.**

### **Grills**

- Propane grills that use tanks larger than 1 lb. are not permitted. Storage of propane within the unit or anywhere within the community **is prohibited** with the following exception: **No more than two (2) 1 lb. tanks may be stored within any unit.**
- Permissible grills: Charcoal, electric or any propane grill that utilizes a 1 lb. tank, such as a tabletop grill, with or without a stand. These grills may be stored within a unit.
- **All** grilling must take place at least 10 feet from the structure.
- Grills are not to be used for cooking purposes within a unit. **"Within a unit"** is defined as anywhere inside the structure of the building. This includes the garage, lanais (front and rear), atriums and living space.
- The use and storage of approved grills on patios is acceptable. The grill must be kept in good condition and must be covered. The cover must be specifically made for grills. When in use, the grill must be 10 feet from the building.

*[Update to Rules and Regulations, rule approved May 15, 2023, by JCCV Board of Directors]*

### **History of JCCV and Board of Directors**

**History.** The Jacaranda Country Club Villas Condominium (hereinafter referred to as "the Association") was developed from 1980 to 1986 by three consecutive builders. The original builder did the first twenty units plus units 841 and 843.

Management of the Association was transferred from the builder to the homeowners in 1987. At that time, the Association hired Keys-Caldwell to assist the Board of Directors in its day-to-day management of the Association, and Keys-Caldwell served in that capacity until December 2017 when both parties agreed to terminate the agreement.

In January 2018, the Association signed an agreement with Sunstate Management Group (hereinafter referred to as "Property Manager") to assist the Board of Directors in the day-to-day management of the Association. In addition, the Property Manager is responsible for the enforcement of covenant and deed restrictions, administration of contracts for the maintenance of lawns, shrubbery, irrigation, pool and pest control. The Property Manager is also responsible for posting billings, disbursing payments to vendors, compiling financial statements, administering the preparation, and filing of tax returns, and all other related real estate management functions. The Association's Board of Directors makes decisions on how to manage the affairs of the Association and the Property Manager acts to carry out these decisions.

The JWHOA#1 is responsible for maintenance of roads, drainage, waterways, and lakes. The Association is responsible for enforcing covenants and deed restrictions in the greater JWHOA#1 area i.e., outside of the JCCV area. The JCCV board enforces our own restrictions in our own area which must comply with HOA#1 or be stricter. Owners pay an annual maintenance fee to JWHOA#1 for their services, which is separate from the JCCV Association quarterly maintenance fee. *[Revised 4/2/18]*

**Board of Directors.** The Association is governed by a Board of Directors. The Board of Directors is made up of five volunteer owners. The Directors are responsible for making day-to-day management decisions. They are also responsible to ensure the covenants, rules and regulations are adhered to.

The Directors are elected by written ballot at the annual meeting, held on the third Monday in March. Any owner may submit their name as a candidate for the Board. The name of any nominee must be submitted to the Property Manager. Directors are elected for a 2-year term. Two Directors are elected in even numbered years and three Directors are elected in odd numbered years. The President, Vice President, Secretary and Treasurer are selected by vote of the Board. The term of each appointment is two years.

The Board of Directors meets on the third (3rd) Monday of each month, at a location to be determined from time to time, by the Board of Directors. The **exception is November and December**, when the board meeting is on the second (2nd) Monday of those two months.

The Annual Meeting of the Association is held on the third Monday in March. This meeting constitutes the Board's meeting for the month of March. Notice of all Board meetings and the meeting Agenda are posted **48 hours prior to each meeting** on the bulletin board located under the cabana at the pool and on the Association's website.

Unit owners and their guests (no voice or vote) may attend Board meetings. Renters are not unit owners.

### **Hurricane Protection Options**

You may install hurricane protection. Some hurricane protection doesn't require Board approval. Some do. Consult "**Hurricane Protection Standards**" from Sept. 2006 Restatement on the Sunstate Management web site under COA Documents. If Board approval is required, submit an ARC form to the Board of Directors. Provide a picture of the product you want installed and identify the licensed/insured vendor who will perform the work.

### **Insurance**

The Association's insurance covers major hazards such as **hurricane, tornado, other windstorm, lightning, fire, vandalism and similar "chance events."** If the **damage occurred because of a covered event**, the Association's insurance covers repair/replacement of the **air conditioner (with a basic model) and covers the exterior**

**shell of the building excluding any windows doors or garage door that was replaced by the current or prior owner.** The exterior shell of the building includes the roof, windows, doors, garage door and walls from the drywall “out” (including plumbing, electrical wiring, insulation, duct work, etc. running through the walls and attic). Air conditioning system includes the condenser sitting on a slab outdoors and its air handler in an interior “closet.”

The Association’s coverage **does not include repair/rebuilding the concrete slab.** (That is assumed to survive a fire or windstorm.)

The Association’s coverage **does not include** build-out to make each room into a kitchen, bathroom, bedroom or whatever use it has. The owner should cover this cost under the HO6 condo policy. This includes the cost of floor coverings over the slab, wall/ceiling coverings from the drywall “in” (such as paint, wallpaper, popcorn finish) and appliances, sink, toilets, showers/bathtubs, built-in cabinets, ceiling fans, lighting etc.

In the event of a major (or complete) rebuild, the Association’s coverage rebuilds to the specs when the building was originally constructed (approximately 1980 - 1986). Owners are responsible for insuring any upgrades because they will have to pay for that part of the rebuild (i.e., wind-rated windows/pedestrian doors/garage doors; customization of the original footprint; a more expensive air conditioning system; or a heat pump in lieu of air conditioning; and the cost to bring the building up to current code.). The owner should carry these on their HO6 insurance policy.

If damage is due to age-related deterioration, the cost is borne by the owner. This includes a leaky pipe in a wall due to aging plumbing, faulty electrical wiring in the wall or ceiling, a roof leak or similar maintenance issues due to age. These are expenses the owner takes care of as part of their “maintenance responsibilities” for their condo.

The Association’s Property insurance policy is responsible for all drywall within the unit for any insurable loss (fire, disaster, hurricane, tornado). The Association is also responsible for all drywall within the unit in case of flood, which is an uninsured loss as the Association does not (and is not required) to carry a flood policy since we are not in a high-risk flood zone.

The Association does not carry flood insurance because of the expense. Each individual owner can get a Preferred Flood Plan policy if they choose. If the owner gets a flood policy that covers contents only, there is a FEMA exception (page 6 of the Dwelling Form Standard Flood insurance policy, 10/20/21) that allows up to 10% of the contents coverage to be spent instead on drywall, flooring and similar items normally covered “building.”

If you think you have a claim against the Association’s insurance policy, please provide the Board with a written description of what caused the damage, what parts of the unit were damaged, pictures of damage caused, and at least 2 written estimates breaking out costs for labor vs. materials. Forward this to the Board before contracting for repairs.

### **Irrigations heads & drip lines**

Do not attempt to fix either irrigation heads and/or drip lines on any common element property. To get an irrigation head or a drip line repaired, contact the Board member in charge of landscaping.

### **Lamp posts**

Nothing heavier than a ribbon or lightweight banner should be hung on lamp posts. Doing so can damage the stability and integrity of the lamp post, causing it to lean or even fall over. This results in unnecessary replacement and unnecessary expense for the Association and community. The Board strongly recommends and suggests that you watch the weight of the item(s) you hang.

### **Landscaping, courtyards**

Your courtyard is where you can get creative and express yourself! The courtyard outside each unit is a limited common element. Again, you don't own this property. The community does. But, its use is pretty much limited to you, so you, as the unit owner, can remove and replace existing plants, **at your own cost, with Board approval.**

Once you are approved by the Board to replace your courtyard plants, you are responsible to make sure the plants are established. If one or more plants fail, you are responsible for the expense of replacing them.

Courtyards throughout JCCV are different shapes and sizes. If you want to replant your courtyard, submit a **Landscape Change Request Form** to the board. (See "Forms" in this info package to get the application online.). Submit a line drawing of the specific plants you want to install and where. Make sure to use Florida-friendly plants. Indicate if you are doing the landscaping and, if not, who is. **Wait for approval** from the Board before beginning the project. Note: You don't need approval for plants in pots if they have no fruit or vegetables that would feed wildlife since those pots are easily movable/removable.

### **Landscaping, on limited common element**

Replanting on the side of end units and the backs of all units should follow the guidelines **written above for courtyards.** You must have Board approval for a Landscape Change Request form before this work begins. Follow the procedures above for "Courtyards," and use Florida-friendly shrubs and plants.

### **Landscaping, tree trimming**

Don't attempt to trim trees! Tree trimming — especially tall palms but also anything that involves a ladder — is a **liability issue for the JCCV community.** Do not put your community or Board at risk. Contact the Board member responsible for landscaping. JCCV trees **are trimmed** on a regular schedule.

You may trim ground-level shrubs at your unit, especially in your courtyard. This would be done at the owner's risk and liability and without outside help (your neighbor or a friend).

### **Leasing**

To lease or rent your unit, you must complete a Lease-Rent Application and pay a fee. (See **Forms** for how to access the application form.) The Board of Directors has the right to approve or disapprove all applications and has 30 days to do so after receipt of all documents and fees.

No unit may be leased more than two (2) times in a 12-month period. One of the tenants must be 55 years or older and must live in the unit while it is leased. **No one can move into the unit until the Board has acted on the application.**

The unit owner will be responsible and legally liable for the tenants' conduct and agrees to be bound by all Declaration of Condominium Articles of Incorporation, Bylaws and Rules and Regulations. The unit owner must accept this risk and liability. This would include the unit owner being held responsible to pay for any violation fees that their renter receives.

For more information, owners may consult the two (2) references cited below, which are available online. Jacaranda Country Club Villas is covered by the legal documents of both Jacaranda Country Club Villas and Jacaranda West Homeowners Association #1.

*[Certificate of Amendment Reflecting the Adoption of the Amended and Restated Declaration of Restrictions, Amended and Restated Article of Incorporation and Amended and Restated Bylaws for Jacaranda Country Club Villas Condominiums Association, Inc. May 2006. See Section 15 Leasing, articles 15.1 through 15.5, pages 19-21.]*

*[From 3/3/23 Restated Declaration of Covenants and Restrictions, Jacaranda West Homeowners Association #1, Article 9, Section 9.2, pages 13-16]*

### **Lighting, lamp posts and garage lights**

All lamp post lights should remain on all night, every night. The lamp post lights are **controlled automatically** by a light sensor outside the unit. Please do not cut off power to your lamp post when you leave for an extended period.

Garage lights should also remain on all night, every night. **Most** garage lights are controlled automatically by a light sensor outside the unit. Some must be operated manually and are controlled by individual unit owners via their inside light switch for their front lanai. If your unit is one of these, please leave this inside switch in the “on” position each night. This may affect the kind of lighting you use otherwise on your front lanai.

The Association is responsible for the repair of the lamp posts. Repair or replacement of the garage lights is the owner’s responsibility. **The Association will replace burned out light bulbs in both the lamp posts and the exterior garage lights.**

### **Lighting, solar lights on driveways & walkways**

Driveways and walkways are “limited common element.” They do not belong to you. They belong to the condo community in general. But their use is generally limited to you. You may install battery-operated solar lights to light your front walkway in the courtyard and driveway area. Please look around the community to see what other residents have used. **Submit an ARC Form** to the Board (see Forms) **with a photo** of the type of light fixture you want to use. Wait for approval.

### **Maintenance, interior**

JCCV is a condominium community. As such, the unit owner is responsible for maintenance/ replacement of items within the condominium unit he owns. This includes cleaning AC ducts and washer/dryer ducts, maintenance of all smoke alarms, plumbing, all internal electric, all water, floorings, ceiling finishes etc.

*[Certificate of Amendment Reflecting the Adoption of the Amended and Restated Declaration of Restrictions, Amended and Restated Articles of Incorporation and Amended and Restated Bylaws for Jacaranda Country Club Villas Condominium Association, Inc., Section 9, Article 9.1 through Article 9.8, pages 7-10, May 25, 2006]*

### **Maintenance, exterior—COA**

The JCCV Association maintains: the community pool and cabana; the community’s entry wall and plants/fixtures at the JCCV entryway; the lawns, trees and irrigation system.

*[See Certificate of Amendment cited above for Jacaranda Country Club Villas Condominium Association, Inc., Section 9, Article 9.1 through Article 9.8, pages 7-10, May 25, 2006]*

### **Maintenance, exterior—homeowners**

Unit owners are responsible for maintenance and repairs to these exterior elements: Roof cleaning and mold removal, roof repair, and re-roofing if necessary; repairs to atriums; repairs to front and rear lanais; repairs to exterior walls of the unit; repair and/or replacement of all aluminum gutters, soffits and downspouts; painting of the unit when the Board of Directors initiates (approximately every 10 years); repair to or replacement of driveways and walkways.

If you, as an owner, have upgraded the shell of the building with new windows, new doors, new garage doors, a new enclosed lanai either front or rear, etc. — you “own these” upgrades and need to insure them on your HO6 policies. **The Association’s insurance does not cover these upgrades and improvements.** It only insures “as built” in 1980-1986 standards, brought up to code. In short, if you have improved, replaced and/or upgraded **any exterior elements** of the building, they are no longer “original” and the Association’s insurance coverage does not and will not cover them. **You need to add coverage for them to your own HO6 policy.**

*[Certificate of Amendment cited above for Jacaranda Country Club Villas Condominium Association, Inc., Section 9, Article 9.1 through Article 9.8, pages 7-10, May 25, 2006]*

### **Motion Detector Lights (outdoors)**

If you want to install outdoor motion detector lights on your unit, either in the front or the rear, **submit an ARC form** to the Board (see **Forms**). Tell the Board where exactly on the unit the light(s) will be installed and what kind of lights you are installing. **Please make sure that your motion detector lights do not disturb the sleep of your neighbors.**

### **Notices, Posting of**

Owners may post notices at the pool. A bulletin board under glass is reserved for notices from the Board of Directors. A bulletin board not under glass is reserved for residents. Notices posted by residents must be taken down after 30 days.

### **Parking, residents**

Residents are expected to park their vehicle(s) in their garages, with garage doors closed, overnight. This also includes golf carts, motorcycles, and electric bicycles. Otherwise, throughout the community, parking is permitted only on **paved surfaces**. Owners should inform their guests or tenants of this. **No parking on the grass anywhere in the community is allowed.**

### **Parking, guests**



If you have a guest visiting for several days or even weeks, it's preferred that your guest's car is parked **in your garage alongside yours**. Sometimes, this isn't possible. In that case your guests' car may be parked in your driveway, **with approval of the Board**. Contact the **Board President** personally and get permission for this. Tell him or her how long your guest will visit, and the make of your guest's vehicle. **No parking on the grass anywhere in the community is allowed.**

### **Parking, contractors and vendors**

The traffic flow of the Circle is two-way, one lane in each direction. Make sure that vendors and contractors parking outside your unit — along with contractors parking outside your neighbor's unit — **do not block either the roadway** or individual residents' driveways for police, emergency personnel or other residents. Again, **no parking on the grass anywhere in the community is allowed.**

### **Parking, in the cul-de-sacs**

Within JCCV, there are two (2) cul-de-sacs. One is at the end of units 869 and 871. The other is at the end of units 903 and behind 905.

The Board generally tries to reserve these spaces for vendors and contractors as "turnaround" spaces or for short term contractor parking. But — they **are** available to residents for **special circumstances**. For example: If you are renovating your unit and need to park your car away from your garage because a dumpster will be in your driveway for 1-2 weeks, this could be an option. **Do not use these spaces routinely without permission.** But, if you need a special exception, contact the Board President and explain. Please put your request in writing.

### **Patios, construction of**

With approval from the Board, an owner may install a cement patio or paver patio outside the rear entryway (lanai or sunroom) of his unit. The owner must submit an ARC form with plans and drawings and cannot begin until approval is received from the Board. The patio cannot exceed 72 square feet and cannot extend further out from the lanai wall than 6 feet. The patio cannot be enclosed in any manner. If the patio is approved by the Board, the owner is responsible to maintain and care for it pursuant to JCCV legal documents. If the owner fails to maintain and care for the patio, the Board may do so and charge the owner.

*[Certificate of Amendment. Declaration of Condominium of Jacaranda Country Club Villa, a Condominium, May 2016]*

### **Pest Control**

JCCV provides bi-annual interior pest treatments and quarterly exterior treatments. The Board will schedule and announce the date of the interior treatment.

You may contract with and pay for your own, independent pest control vendor for **inside service** if you wish. This **should be a licensed and insured company**. The Board of Directors and the COA take no responsibility for any service you hire for inside your unit.

**PETS: Kind of pets, number of pets**

JCCV unit owners may own dogs and cats. **Owners are limited to 3 pets maximum, of which no more than 2 may be dogs.** No animals, livestock or poultry of any kind shall be raised, bred or kept on condominium property except pet dogs or cats.

No other type of household pets may be kept on the common element or within the units. The Association may adopt reasonable rules and regulations governing any pets kept on the condominium property. All animals permitted to be kept pursuant to this section shall be kept on a leash when on any portion on the common elements.

*[Article 21, Miscellaneous Provisions, Paragraph 21:15: Amended in 2014 Certificate of Amendment to the Declaration of Condominium of Jacaranda Country Club Villas]*

**PETS: Annoyance, nuisance, leashing, dangerous incidents**

Jacaranda Country Club Villas adheres to and defers to the following regulations of Jacaranda West HOA #1, about dogs and cats, stated as follows:

“..... And provided further that they are kept so as not to be an annoyance or nuisance to the neighborhood, including allowing pets to bark incessantly, to roam loose, or to deposit excrement on property of others or in common areas. Dogs and cats **are to be leashed at all times** when outside the dwelling .... pursuant the Sarasota County Code of Ordinances Section 14.41.”

“It is the Association's position that the **state, county, and city law enforcement and/or animal control are the authority** on whether a pet should be deemed a danger and/or nuisance to the member, families, and guests of the Jacaranda West Community. The Association shall defer to state, county, and city law enforcement and/or animal control to determine whether a pet should be removed from the Jacaranda West Community and/or destroyed.”

*[From 3/3/23 Restated Declaration of Covenants and Restrictions, Jacaranda West Homeowners Association #1, Article 9, General Use and Maintenance Restriction, Section 9:15]*

**Pets and Garages**

Please do not leave your pet(s) in your garage or outside your garage, unattended. That includes on a leash, with a “baby gate” or in a crate. If you are sitting or working in your garage with the garage door open, you may keep your leashed, crated or “gated” pet with you. Similarly, do not leave unattended pets leashed or crated behind your unit on an outdoor patio or the grass.

## Plants

If you intend to **replace any plants** in your courtyard, rear of property or side of your unit, you must complete a **Landscape Change Request Form** first and obtain approval unless you are planting in pots. For a detailed description, please see topics under **Landscaping** in this information package. See **Forms** to access the Landscape Change form.

## Plumbing

Unit owners are responsible for maintenance and repair of all incoming plumbing from the shut-off valve at the wall of the garage inward. Unit owners are also responsible for maintenance and repair of **outbound plumbing** until the point of connection “to a disposal.” Disposal means the point at which sewage outflow from the unit meets with the city pipe or line, or the county pipe or line, and that pipe or line takes over responsibility for the outflow. It refers to the **point of juncture**. This language is clarified in:

*[Amended in 2018 Certificate of Amendment, Amended and Restated Declaration of Condominium of Jacaranda Country Club Villas, a Condominium, and Amended and Restated Bylaws of Jacaranda Country Club Villas Condominium Association: Section 9.2, Unit Owner maintenance, sewage lines]*

## Pool Rules

Pool hours are from dawn to dusk.

The pool capacity is 19 people. This is a **Sarasota County regulation** and must always be obeyed.

Users must shower before entering the pool.

Children under 12 years of age must always be accompanied by an adult.

Do not drink pool water.

Prohibited:

- Diving into the pool is not permitted.
- Running is not permitted anywhere in the pool area.
- Smoking is not permitted anywhere in the pool area.
- Pets are not allowed anywhere in the pool area.
- Diapered people are not permitted in the pool.
- Soap and shampoo are not permitted in the pool.
- Bicycles, roller boards, skates and similar devices are not permitted in the pool area.
- **NO glass containers are allowed in the pool area or under the cabana.**
- No food is allowed in the area immediately surrounding the pool.
- Food may be consumed **only** in the area under the cabana.

Residents and guests **may bring beverages** in **plastic cups, paper cups or stainless steel/metal cups** with them to use around the pool. No beverages may be brought **into** the pool itself. Please return all pool furniture to the place you found it before you leave the

pool area. Please tidy up your area of use and dispose of any trash before you leave the pool area.

### **Propane Tanks (see Grills)**

### **Rentals (see Leasing)**

### **Roof Maintenance**

All 72 units in JCCV were re-roofed between 2010 and 2018. Residents were and are responsible for re-roofing expenses and roof maintenance. It is expected the new roofs will last a long time. But it is the owners' responsibility to maintain their roofs. Roofs are to be pressure washed utilizing the soft wash method every three (3) years. Roofs are to be pressured washed as an entire building.

### **Sale of Your Unit**

To sell your unit, submit a **Notice of Intent to Sell** form to the Board or to Sunstate. Be advised: Your buyer will have to complete an **Application for Permission to Purchase** form. (See **Forms** for how to access both forms from Sunstate.) The Board has 30 days to approval or disapprove this application. Sunstate Management will also perform a background check on the purchaser during the 30-day period.

### **Security Alarms**

Unit owners may install security alarms and security systems in their units at their own expense. If you do, you may display one yard sign. This sign is **described fully under "Signs"** in the section marked **NOTE**. It is based on the regulations governing HOA#1.

### **Signs**

No signs — political, comical, or religious — may be displayed in windows, on the building itself or on any limited common element or common element area. This includes signs from private vendors you hire to service your unit.

The **only exception** is a "For Sale" sign or an "Open House" sign. The "For Sale" sign must be posted on the garage door at a height of 5'. The sign shall not be larger than 12" x 12" and may include the contact phone number for the sales agent. The "Open House" sign can be displayed **only on the day of the open house**. An "Open House" sign shall be placed at the Association entrance and on the seller's front yard only. This sign shall not exceed 24" x 24". *[Existing Rules & Regulations 5/7/19]*

**NOTE:** JCCV adheres to the regulations of JWHOA#1 regarding **exceptions** for signs for security systems. You **are permitted** to have displayed "...one (1) sign of **not more than one (1) square foot** used to identify a security-alarm system provider for the residence."

*[From 3/3/23 Certificate of Recording Restated Declaration of Covenants and Restrictions, Jacaranda West Homeowners Association #1, Article 9.16]*

### **Trash / Recyclables pick-up**

1. Trash, garbage, and recyclables are picked up weekly on Thursday morning. You may place them outside late on Wednesday afternoon/evening.
2. Recycling: Waste management provides blue rolling receptacles. Each receptacle stays with its unit. Wheel it to the end of your driveway for pick-up. **Leave 3 feet on either side** of the receptacle for automated truck pick-up.
3. Trash cans: Use **covered** trash cans with lids that close tightly for trash, especially for garbage.
4. **Do not put garbage in trash bags. Animals (raccoons, wild boars, rodents) can and do rip these open overnight. Use covered trash cans with lids that close.**
5. All recycling bins and trash cans **must be kept inside the garage** at all other times. **Do not store them** in driveways, on the sides of end units or on your front lanai.
6. If you have an excessive amount of recyclables (paper, cardboard, cartons etc. from moving), call Waste Management directly to arrange for a bulk pick-up.

### **Windows/Replacements**

You may replace your unit's windows at your own cost with impact or hurricane windows. Windows are permitted **improvement** in Sarasota County. Their installation **must be approved by the county via a permit**. Your commercial window supplier must be licensed and insured. Your windows **must reflect the bronze metal coloring** on the outside to be consistent with the JCCV community.

**You must submit an ARC Form to the Board for this.** Show a picture of the windows you intend to use. Indicate which licensed and insured vendor will install, or if you will. If you install yourself, remember — you need a permit from Sarasota County before you begin work and the final work must be approved by a county inspector. Remember—if you or a prior owner replace your windows, you should carry coverage on the windows through your HO6 insurance policy.