

PROPOSED GOVERNING DOCUMENT AMENDMENTS

Harrison Ranch Homeowners' Association, Inc.

Prepared for the Board of Directors and Membership

This document presents proposed amendments to the following governing documents of Harrison Ranch Homeowners' Association, Inc. for consideration by the Board of Directors.

- [Rules and Regulations / Policies and Procedures](#) (last revised by the Board in 2022)
- [Architectural Design Guidelines](#) (last revised by the Board in 2025)
- [Bylaws](#)

Some topics are addressed in multiple documents. Corresponding amendments are proposed where appropriate to maintain consistency.

The [Declaration of Covenants, Conditions, and Restrictions](#) (Declaration or CC&Rs) is the Association's primary governing document. No amendments to the Declaration are proposed as part of this amendment package. Homeowners may also review the Declaration and other governing documents here: harrisonranchhoa-parrish.com/documents

The purpose of this document is to provide Board members and homeowners with a clear explanation of each proposed amendment before the Board considers final action.

Each proposal identifies the affected document and provision, explains the purpose of the amendment, and presents the proposed revisions. Adoption remains subject to the applicable approval and recording requirements.

Unless otherwise noted:

- Deleted language is shown using ~~strikethrough~~.
- Added language is shown underlined.
- **Language not shown remains unchanged.**

Publication of this document does not constitute Board approval. Each proposed amendment remains subject to discussion and action by the Board of Directors at a properly noticed meeting.

Homeowners are encouraged to review the proposed amendments and provide comments to the Board before the 22 October 2026 regular Board meeting, at which the proposed amendments to the Rules and Regulations / Policies and Procedures and Architectural Design Guidelines may be considered, and the special Board meeting immediately following, at which the proposed amendments to the Bylaws may be considered. Please direct comments or questions to MarkoHOA2025@gmail.com.

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Rules and Regulations / Policies and Procedures

1. Commercial Vehicles

Affected Provision *Section 8.6 – Commercial Vehicles/Pickup Trucks*

Purpose Updates and simplifies the commercial vehicle standards to generally align with applicable Manatee County requirements while retaining reasonable residential parking, size, and vehicle-type restrictions.

Proposed Amendment Replace the section as follows (proposed additions underlined and deletions stricken):

8.6 Commercial Vehicles

Commercial vehicles are permitted subject to the following requirements:

- No more than **two commercial vehicles used by residents of the Lot** may be parked on any Lot.
- Permitted commercial vehicles **may display** exterior business names, lettering, or logos.
- Each commercial vehicle must be **less than 15,000 pounds gross vehicle weight (GVW) and no more than 9 feet in height**. Height shall be measured from the ground to the highest point of the vehicle or any object being carried.
- Commercial vehicles must be **parked off-street and entirely within a garage or driveway**.
- Commercial vehicles **may not be parked on any street**.
- Commercial vehicles **may not be parked on or block** any portion of a sidewalk, driveway apron, verge, or right-of-way.
- **Semitrailers and dump trucks are not permitted**.
- Commercial vehicles must otherwise comply with applicable Manatee County ordinances and regulations, as amended from time to time.

These requirements apply except to the extent prohibited by applicable law. Commercial vehicles temporarily present while actively providing construction, transportation, delivery, or other services to the Lot are exempt from these requirements, except as provided in Section 8.3 and the Declaration.

~~8.6 Commercial Vehicles/Pickup Trucks ¶~~

~~a. Pickup Trucks ¶~~

- ~~May not exceed 23' in length and 8.5' in height. ¶~~
- ~~A toolbox/cabinet box specifically designed for use in the bed of the truck is permitted. ¶~~

- ~~No visible items permitted in bed of truck which may be construed as items for commercial use. ¶~~
- b. ~~Cargo Vans: ¶~~
- ~~May not exceed 21' in length and 8.5' in height. ¶~~
 - ~~May not have any visible lettering or logos on the exterior. ¶~~
 - ~~May not have any racks on top (generally used for carrying ladders, tools, etc.) ¶~~
 - ~~No other vehicles defined as commercial vehicles per Manatee County Code are permitted.~~

Explanation This proposal simplifies and modernizes the commercial vehicle standards while generally aligning them with applicable Manatee County requirements and retaining appropriate residential safeguards.

2. Trash Can Storage

Affected Provision Section 2 – Trash Can Storage

Purpose Updates the Association's trash container storage rule to conform to current Florida law regarding the placement of waste and recycling receptacles for collection, while preserving the Association's existing requirements for storage outside the statutory collection period.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

All garbage shall be kept in sanitary containers and generally be stored within the garage, but, regardless of the location of storage, shall at all times be hidden from view, including from the street, ~~or adjoining lots, and common areas,~~ except when placed at ~~a street edge for regularly scheduled pickup. Sanitary containers may only be placed at the street's edge for pickup after dusk the day before scheduled pickup, and such containers must be stored from sight after pickup by dusk the night of pickup. the curb or end of the driveway for regularly scheduled collection. Waste and recycling receptacles may be present at the curb or end of the driveway within 24 hours before or after the designated collection day or time.~~

During construction, any debris shall be kept contained and as neat as possible, and a container shall be maintained on site for such debris.

See Declaration, Section 2.9, the Design Guide, and applicable Florida law.

Explanation This proposal updates the section to conform to current Florida law by permitting waste and recycling receptacles to be placed at the curb or end of the driveway within the statutory 24-hour period before and after the designated collection

day or time. The amendment also conforms the section to the Declaration by using the Declaration's standard that garbage containers must be "hidden from view," rather than the narrower standard of being hidden only from the street or adjoining lots. Outside the statutory collection period, receptacles must continue to be stored in accordance with the Association's governing documents.

3. Towing

Affected Provision *Section 8.7 – Improperly Parked Vehicles; Towing*

Purpose Clarifies the Association's towing authority consistent with the Declaration and applicable law.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

The Association may cause improperly or illegally parked vehicles to be towed from **private** streets, paths, rights-of-way, and other Common Areas to the extent authorized by the Declaration and applicable law. The Association shall not cause vehicles to be towed from public streets or rights-of-way or from privately owned Lots or driveways. Towing shall be conducted in accordance with applicable law.

Private streets within Harrison Ranch are generally limited to the Normande East and Normande West neighborhoods.

See the Declaration, Section 2.16, and applicable law.

~~Any and all vehicles parked or stored within the Subdivision which do not comply with the foregoing parking regulations shall be deemed "improperly parked vehicles" and are subject to towing, by the Association, at the expense of the vehicle owner, at any time after twenty four (24) hours has elapsed from notification to the Owner of the Lot upon which the improperly parked vehicle is located.~~

Explanation The Association may cause improperly or illegally parked vehicles to be towed from private streets, paths, rights-of-way, and other Common Areas to the extent authorized by the Declaration and applicable law. The Association shall not cause vehicles to be towed from public streets or rights-of-way or from privately owned Lots or driveways. Towing shall be conducted in accordance with applicable law.

4. Home Businesses

Affected Provision *Section 6 – Commercial Activity*

Purpose Modernizes the home business standard to recognize low-impact home businesses while preserving the residential character of the community and the requirements of the Declaration.

Proposed Amendment Replace the section as follows (proposed additions underlined and deletions stricken):

6. COMMERCIAL ACTIVITY

Commercial or other business activity on any Lot requires prior written approval of the Association. Low-impact home businesses may be permitted with prior Board approval, provided the business remains secondary to the residential use of the Lot, is consistent with the residential character of the community, and complies with Section 2.2 of the Declaration and applicable law.

6. COMMERCIAL ACTIVITY

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~~No commercial or other business activity shall be permitted on any Lot without the prior written consent of the Association. Home businesses which do not generate pedestrian or vehicular traffic, excessive noise, and which otherwise comply with the Declaration may be permitted with prior Board approval. See Declaration, Section 2.2~~

5. Exterior Lighting

Affected Provision Section 4 – Exterior Lighting

Purpose Aligns the Rules & Regulations with the Declaration and Architectural Design Guidelines, clarifies that certain security lighting may be permitted, and preserves protections against excessive glare and nuisance conditions.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Except as may be installed initially by Declarant, spotlights, floodlights, and similar high-intensity lighting are subject to the Declaration and Architectural Design Guidelines, including applicable approval, placement, shielding, and light-spillage requirements. Such lighting may not create excessive glare or a nuisance affecting adjoining Lots or Common Areas.

~~Except as may be installed initially by Declarant, no spotlights, floodlights, or similar high-intensity lighting shall be placed or utilized upon any Lot which may cause light to be reflected on any other residence or the improvements thereon or upon any Common~~

~~Area, Exclusive Common Area, Limited Use Common Area, or any part thereof. See Architectural Guidelines, Section 8.22.~~

6. Flowerpots

Affected Provisions *Section 5 – Landscape Enhancements (Flowerpots)*

Purpose Clarifies that larger flowerpots may be approved by the ARC where appropriate, incorporates existing standards for flowerpots placed at entry and garage doors, and aligns the Rules and Regulations with the Design Guide.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

- A maximum of five (5) flowerpots are permitted in areas of the Lot visible from the street~~the front yard~~.
- Pots may not be placed on the lawn.
- Pots placed in flower beds are generally limited to a maximum height of 18 inches. Taller pots may be permitted with prior ARC approval where the scale complements the overall landscaping and the home.
- Flowerpots placed at entry or garage doors may not exceed three (3) feet in height. One flower pot per side of an entry or garage door is permitted; where two garage door openings share a common side, only one flower pot may be placed at that location.
- The color of pots, including those with painted or glazed finishes, must complement~~blend with~~the exterior color scheme of the home.
- Temporary/plastic/transport pots are not permitted.
- Hanging flowerpots are not permitted.

See the Design Guide, Section 8.28.

Explanation This proposal updates the Rules and Regulations to more accurately reflect the Design Guide by clarifying the permitted placement and size of flowerpots at entry and garage doors, allowing appropriately scaled larger flowerpots in landscape beds with prior ARC approval, clarifying that flower pot colors should complement the home's exterior color scheme, and simplifying the cross-reference to the Design Guide to accommodate future amendments and renumbering. The revisions improve clarity, provide limited design flexibility, and maintain consistency between the governing documents.

7. Satellite Dishes, Antennas, and Similar Devices

Affected Provisions *Section 22 – Satellite Dishes/Antennas*

Purpose Conforms the satellite dish and antenna rule to the Declaration, the FCC's Over-the-Air Reception Devices (OTARD) rule, and the Design Guide.

Proposed Amendment Replace the section as follows (proposed additions underlined and deletions stricken):

Satellite Dishes, ~~Antennas,~~ and Similar Devices

Antennas and reception devices protected by the FCC's Over-the-Air Reception Devices (OTARD) rule do not require prior ARC approval, including the satellite reception device permitted by Declaration, Section 2.20. Installation standards in the Design Guide apply to protected devices only to the extent they do not unreasonably delay or prevent installation, maintenance, or use; unreasonably increase cost; or preclude reception of an acceptable-quality signal. Other antennas and devices require prior ARC approval.

See Declaration, Section 2.20, and the Design Guide.

~~No outside antennas, antenna poles, antenna masts, satellite television reception devices larger than forty inches (40") in diameter, electronic devices, antenna towers or citizen band (CB) or amateur band (ham) antennas shall be permitted except as approved in writing by the Association. The size, location, and method of installation must be submitted to the ARC for approval prior to installation. Inactive dishes must be removed. Satellite equipment shall generally not be visible from the street, adjacent Lot, or Common Areas. No antennae shall extend beyond two (2) feet above any residence. See Declaration, Section 2.20, and Architectural Guidelines, Section 8.31.~~

Explanation

- Confirms that devices protected by federal law do not require prior ARC approval.
- Confirms the Rules and Regulations to the Declaration, federal law, and the Design Guide, and removes duplicative standards.

8. Clotheslines

Affected Provision Section 14 – Clotheslines

Purpose Eliminates an inconsistency between the Declaration and the Rules and Regulations regarding clotheslines and clarifies that the Association will administer and enforce the Declaration in accordance with applicable Florida law.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

The Declaration prohibits clotheslines. Applicable Florida law may limit the Association's ability to prohibit or restrict certain items, including clotheslines, that are not visible from the Lot's frontage, adjacent Lots, adjacent common areas, or a community golf course. Clotheslines shall be administered and enforced in accordance with the Declaration and applicable Florida law.

See the Declaration, Section 2.11, and applicable Florida law.

~~Only single pole clotheslines are permitted. They may only be placed, installed, or used behind a Home not visible from the street and within the side setbacks. Clotheslines must be removed when not in use. See Architectural Guidelines, Section 8.39.~~

Explanation The current Rules and Regulations permit clotheslines under specified conditions, while the Declaration prohibits clotheslines. Because the Declaration is the Association's controlling governing document, all subordinate governing documents must be consistent with its provisions. This proposal eliminates that inconsistency by conforming the Rules and Regulations to the Declaration while recognizing that the Association must administer and enforce the Declaration in accordance with applicable Florida law. The proposal also removes reference to the Design Guide.

9. Signage

Affected Provision *Section 15 – Signage*

Purpose Clarifies that the Association's signage restrictions are subject to applicable law, including protections for signs prohibiting commercial solicitation, while preserving existing community standards.

Proposed Amendment Amend the section as follows (proposed additions underlined):

Except as otherwise required by applicable law, n~~No~~ signs of any kind shall be displayed to the public view from any Lot except one professional sign not more than four (4) feet square advertising the Lot for sale or any professionally prepared realtor sign. See Declaration, Section 2.10.

Notwithstanding the foregoing, Owners may display signs prohibiting commercial solicitation to the extent protected by applicable Florida law, without ARC approval. Such signs must comply with applicable statutory requirements and be maintained in good condition.

Explanation This proposal recognizes that certain signs may be protected or required under applicable law while preserving the Association's existing restrictions on signage to the fullest extent permitted by law. The amendment does not expand or otherwise modify the categories of signs permitted under the Declaration.

10. Nuisances

Affected Provision Section 11 – Nuisances

Purpose Removes language that may be difficult to apply objectively while preserving the Association's ability to address unreasonable nuisances and enforce the governing documents consistently.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Examples of Prohibited Activities include, but are not limited to ~~creating monetary costs for the association or other owners~~, excessive noise, illegal activity, creating a danger to anyone's health or safety, creating~~create~~ unsightly conditions visible outside the residence, and creating an unreasonable source of nuisance or annoyance.

Explanation This proposal removes an example that may be difficult to apply objectively and consistently because many different activities may indirectly result in costs to the Association or other Owners. The amendment preserves the Association's authority to address unreasonable nuisances under the remaining provisions of the section and the Governing Documents.

11. Introductory Text

Affected Provision Introductory Text

Purpose Modernizes and simplifies the introductory language to improve clarity and readability while better describing the purpose of the Rules and Regulations.

Proposed Amendment Replace the introductory text as follows (proposed additions underlined and deletions stricken):

These Rules and Regulations supplement and summarize frequently referenced standards contained in the Association's Declaration of Covenants, Conditions, and Restrictions ("Declaration") and Design Guide. They are intended as a convenient reference and do not replace or supersede the Declaration. Conflicts with the Design Guide are resolved as provided in the Document Governance section.

~~The purpose of these RULES AND REGULATIONS is to both supplement and provide a summary of some of those items frequently referenced and set forth in the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR HARRISON RANCH SUBDIVISION ("Declaration") and HARRISON RANCH ARCHITECTURAL GUIDELINES ("ARC Guidelines") that apply to everyday standards of living and property maintenance in the Harrison Ranch Community. The standards and criteria presented in these Rules and Regulations document are not necessarily all of the requirements applicable to a specific topic and owners should reference the documents listed above. Compliance with the community standards, rules and regulations will be verified through a routine, periodic inspection program. Enforcement is by the authority of the Harrison Ranch Homeowners' Association, Inc. ("Association"). All capitalized terms used but not otherwise defined herein shall have the meaning ascribed thereto in the Declaration.~~

Explanation This proposal shortens and modernizes the introductory language without changing the purpose or effect of the Rules and Regulations. It clarifies that the document serves as a convenient reference to commonly applicable standards while emphasizing that the Declaration remains the controlling document.

12. Hurricane Protection

Affected Provision Section 19 – Hurricane Shutters

Purpose Conforms the Rules and Regulations to the Design Guide's hurricane protection specifications.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Hurricane ~~Shutters~~ Protection

Hurricane protection, including storm shutters, impact-resistant windows and doors, reinforced garage doors, roof systems, and generators, is governed by the Design Guide. The ARC will not deny an application that conforms to the Design Guide's hurricane protection specifications. See the Design Guide and Section 720.3035(6), Florida Statutes.

~~See Architectural Guidelines, Section 8.9(c)~~

Explanation Summarizes the Design Guide's hurricane protection specifications and the statutory protection for conforming applications.

Architectural Design Guidelines

1. Exterior Paint

Affected Provision *Section 8.3 – Exterior Paint*

Purpose Clarifies that Association-adopted paint collections are not exclusive, accommodates future collections and revisions, allows the ARC to consider alternative exterior color schemes, and eliminates mandatory white or dark soffit and fascia colors while preserving architectural consistency.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Homeowners may select a paint scheme from the 2022 Design Book, the original Homescapes Collection, or other paint collections adopted by the Association, as amended or supplemented from time to time, subject to the applicable guidelines. Selection of an approved scheme may simplify ARC review because its colors and combinations have already been evaluated. These collections are not exclusive, and the ARC may consider and approve alternative exterior color schemes on their individual merits, taking into account architectural compatibility, coordination of body, trim, and accent colors, and harmony with neighboring homes. All proposed schemes remain subject to ARC approval.

~~5. All homes located in a neighborhood with a dark soffit and fascia must stay with a dark soffit and fascia.~~

~~6. All homes located in a neighborhood with a white soffit and fascia must stay with a white soffit and fascia.~~

Explanation This amendment clarifies that the Association's approved paint collections are available options rather than an exclusive list of permissible color schemes. It also accommodates future updates to those collections while preserving the ARC's authority to evaluate and approve alternative color combinations.

The existing white and dark soffit and fascia restrictions can unnecessarily limit homeowner choice and prevent the use of otherwise compatible paint schemes. Removing these categorical restrictions allows soffit and fascia colors to be evaluated as part of the home's overall exterior design, rather than determined solely by neighborhood location.

The amendment maintains ARC approval requirements and architectural standards while providing greater flexibility for coordinated, aesthetically appropriate exterior color schemes.

2. Accent Roofs

Affected Provision *Section 8.10 – Roofs*

Purpose Allows metal or other approved roofing materials to be used as limited architectural accents, subject to ARC approval, while preserving the home's overall architectural character.

Proposed Amendment Amend the section as follows (proposed addition underlined):

Metal or other approved roofing materials may be used as architectural accents, subject to ARC approval. Accent roofing shall be limited to secondary roof elements or discrete architectural features, such as entryways, porches, bay windows, or similar features; shall remain subordinate in area to the primary roofing material; and shall complement the color, finish, and overall architectural character of the home.

3. Roof Repairs

Affected Provision *Section 8.10 – Roofs*

Purpose Simplifies requirements for roof maintenance by exempting like-for-like repairs from ARC approval, while preserving architectural consistency and requiring review of substantial repairs and replacements.

Proposed Amendment Replace the existing "Roof Repairs" subsection in its entirety with the following (proposed additions underlined and deletions stricken):

Roof repairs shall not require ARC approval, provided the repairs use substantially matching materials and do not materially alter the roof's appearance, style, or color.

Repairs qualifying for this exemption do not require an Architectural Review Application or Like-for-Like Express Review confirmation.

Replacement roofing materials must substantially match the existing approved roofing materials in style, color, texture, and appearance. Materials from different manufacturers may be used if substantially equivalent. Normal weathering or fading shall not, by itself, disqualify an otherwise matching repair.

Repairs resulting in conspicuous differences in color, texture, or appearance, including visibly mismatched patches or a checkerboard appearance, are not permitted.

Extensive roof repairs, full or partial roof replacements, and changes in roofing material, style, or color, including substitutions for discontinued products that are not substantially equivalent, remain subject to prior ARC review and approval.

Applications requiring ARC approval must identify the manufacturer, product line, and exact color of the proposed roofing materials and include the roofing contractor's proposal, where applicable.

All work must comply with applicable governmental permitting and building requirements.

~~Roof repairs may be permitted; however, any replacement shingles used in a repair must match the existing roofing materials in manufacturer, color, and appearance, so as to maintain a uniform and consistent aesthetic. Roof repairs that result in visible inconsistencies in color or texture – such as bright patches or a checkboard appearance – shall be not permitted. In the event that a repair cannot be made in a manner that results in a substantially uniform appearance, the entire roof must be replaced.¶ An application for Architectural Review Committee (ARC) approval shall be submitted prior to the commencement of any roof repair or replacement. If a licensed roofing contractor will perform the work, the application must include a proposal identifying the manufacturer, product line, and exact color of the shingles or roofing materials to¶ be installed. The same documentation is required for any proposed metal roofing installation.~~

4. Driveway Extensions

Affected Provision *Section 8.17 – Driveway Extensions*

Purpose Simplifies and modernizes the standards for driveway extensions while maintaining appropriate architectural, landscaping, drainage, and property-boundary safeguards.

Proposed Amendment Replace Section 8.17 in its entirety as follows (proposed additions underlined and deletions stricken):

8.17 Driveway Extensions

Driveway extensions may be permitted subject to ARC approval. Extensions shall:

- be proportionate to the Lot, home, and existing driveway;
- use materials, colors, and finishes that match or complement the existing driveway and home;
- maintain adequate landscaping and an overall cohesive appearance;

- landscaping may be required to integrate irregularly shaped extensions or soften transitions;
- not encroach upon neighboring Lots, side drainage easements, or public rights-of-way, or otherwise unlawfully interfere with any drainage, utility, or other easement;
- maintain proper grading and drainage and not direct runoff toward adjacent Lots or structures; and
- comply with applicable governmental requirements.

Driveway extensions may extend beyond the width of the garage and may extend toward either side of the existing driveway, provided the ARC determines that the proposed extension satisfies the foregoing standards.

Any proposed modification to a sidewalk requires ARC approval. Before the ARC will consider the application, the applicant must provide written approval or authorization from the sidewalk owner or other applicable authority.

~~Extending the width of a driveway may be permitted subject to Architectural Review Committee (ARC) approval. All extension projects must be designed to maintain a cohesive and uniform appearance with the existing driveway and the overall aesthetics of the home. Materials used for the extension must match the existing driveway in color, texture, and finish to avoid visible contrast or obvious delineation. For example, if the existing driveway is concrete that has darkened over time, the ARC may require the entire driveway, including the new extension, to be stained to achieve a consistent appearance.~~

~~←~~

~~The allowable width of the driveway extension depends on the size and configuration of the Lot and is determined at the discretion of the ARC. Generally, the driveway should not exceed the width of the garage. Driveway widening toward the front door is not permitted, with the sole exception of the Dockside model, which may be widened up to 8 feet in that direction.~~

~~←~~

~~To assist homeowners in planning compliant and visually appropriate driveway extensions, the following guidelines apply:~~

~~←~~

- ~~• All driveway extensions require ARC approval before construction.~~
- ~~• Custom extensions must maintain a uniform appearance with the main driveway.~~
- ~~• Extensions that use concrete must match the existing driveway.~~
- ~~• Abrupt material changes are not allowed unless part of a fully integrated decorative feature (e.g., patterned inlays, borders, or custom staining).~~
- ~~• Decorative materials (e.g., pavers, stone, stamped concrete) may be allowed but must complement the home's exterior and require ARC approval.~~
- ~~• Extension must be proportionately balanced with the home's front elevation.~~

- ~~• Landscape borders or plant beds may be required to integrate custom shaped extensions or soften transitions.¶¶~~
- ~~• Decorative borders or curbing must align with the neighborhood's overall architectural style.¶¶~~
- ~~• Asymmetrical shaped driveways may require special approval and additional landscaping buffers.¶¶~~
- ~~• Extensions cannot block/encroach onto neighboring lots, utility easements, or public right of way areas.¶¶~~
- ~~• Driveway extensions must be properly graded to prevent water runoff toward homes or adjacent Lots and to maintain adequate stormwater drainage. A drainage plan may be required.¶¶~~
- ~~• Driveways must be kept clear of debris and well maintained.¶¶~~
- ~~• The sidewalks are maintained by Manatee County. Any extension that involves modifying or replacing sidewalk sections must have an appropriate county permit. The ARC will not approve such modifications without county authorization.~~

5. Exterior Lighting

Affected Provision *Architectural Design Guidelines, Section 8.21 – Lighting, including subsections (m), (o), and (p)*

Purpose Establishes an overarching requirement for compliance with governmental lighting regulations, clarifies installation and placement standards, restricts second-story lighting, and strengthens protections against glare and nuisance conditions affecting neighboring properties.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Append to introductory text: Regardless of ARC approval, all exterior lighting must comply with applicable Manatee County ordinances and other governmental requirements, including limitations on height, illumination, and light spillage.

Exterior lighting installations along side elevations or in other areas facing neighboring Lots, where otherwise permitted, are strongly discouraged due to the potential for glare and nuisance conditions, except for compliant lighting serving doors facing or opening to the side yards of Structures, as permitted under these Guidelines. Where lighting extends beyond the front elevation, all applicable lighting and nuisance standards remain in effect.

Regardless of ARC approval, the Association may require the Owner, at the Owner's expense, to adjust, shield, dim, modify, or remove any exterior lighting as necessary to

eliminate excessive glare, light spillage, or nuisance conditions.

(m) Light Spillage and Glare

No exterior lighting may create excessive glare, light spillage, or a nuisance affecting adjoining Lots. Regardless of ARC approval, the Association may require the Owner, at the Owner's expense, to adjust, shield, dim, modify, or remove lighting as necessary to eliminate the condition.

~~No exterior lighting will be permitted which would create a nuisance to adjoining Lots or excessive glare from the street. In the event lighting produces excessive glare or light spillage after installation, the Applicant will be required to correct the situation by reducing the wattage of lamps, adjusting shields, or taking other measures as directed by the Association.~~

(o) Soffit Lighting

Append to subsection: **Second-Story Lighting:** Soffit lighting and permanent architectural trim lighting installed along second-story rooflines, eaves, or soffits are prohibited on all side and rear elevations, without exception. Such lighting may be considered on front elevations only, subject to ARC approval and all applicable lighting standards. This restriction applies regardless of whether the lighting is visible from the street.

(p) Permanent Architectural Trim Lighting

All wiring must be concealed within securely mounted channels, tracks, or other permanent mounting systems that blend with the home's exterior. Exposed wiring and installations relying solely on adhesives, staples, or similar temporary attachment methods are not permitted.

~~All wiring must be concealed, and mounting channels or tracks must be color matched or neutral in tone to blend with the exterior. Exposed cords or uncoordinated mounting systems are not permitted.~~

6. Service Area Screening

Affected Provision *Section 8.28(d) – Service Area Walls*

Purpose Modernizes the service area screening standards by expanding acceptable screening options while preserving the community's appearance. The amendment establishes objective performance standards, permits additional durable screening materials subject to ARC approval, clarifies that garbage, recycling, and yard waste containers may be stored within approved service area screening, clarifies maintenance

and drainage requirements, and retains the requirement that service equipment remain screened from view from the street. It provides homeowners with greater flexibility while maintaining the community's aesthetic standards.

Proposed Amendment Replace Section 8.28(d) in its entirety with the following (proposed additions underlined and deletions stricken):

(d) Service Area Screening

Service equipment, including pool and spa equipment, water softeners, generators, and utility connections, shall be screened from view from the street. Heating, ventilation, and air-conditioning (HVAC) equipment is not subject to this screening requirement, except on corner Lots where such equipment is located on the side or rear of the home that abuts a street.

Garbage, recycling, and yard waste containers **shall be screened from view from the street, adjoining Lots, and Common Areas**, except when placed at the curb or end of the driveway for regularly scheduled collection in accordance with the Declaration, Section 2.9, and applicable Florida law. Such containers may be stored within approved screening, provided they are maintained in a neat, sanitary, and orderly condition. Homeowners are encouraged to store such containers within the garage where reasonably practicable.

All screening shall fully screen the applicable service area from the required viewpoints. Screening elements shall be substantially opaque and may not include gaps or openings that allow direct visibility into the screened area. Minor incidental visibility that does not materially detract from the effectiveness of the screening shall not constitute a violation.

Permitted screening methods include landscaping (for example, hedges, shrubs, or similar plantings) or concrete block with a stucco finish painted to match the home's approved primary body color.

The ARC may approve alternative non-structural screening materials on a case-by-case basis, including high-quality engineered or composite wood, aluminum, steel, or decorative metal screening panels, provided such materials are used solely for service area screening and are securely installed to withstand normal wind, storm, and hurricane conditions. PVC and vinyl screening materials shall not be approved due to durability and maintenance concerns in Florida's climate.

Screening elements shall not constitute a shed, out-building, or other prohibited structure under the Declaration and shall not include a roof or enclosed top. See Declaration, Section 2.5.

Screening under this section shall be limited to what is reasonably necessary to satisfy the screening requirements of this section and shall not be used to justify fencing or screening for any other purpose or location.

All screening shall:

- Be compatible in design, material, color, and scale with the home. Colors for constructed screening elements (for example, walls, panels, or fencing) shall match or closely coordinate with the approved primary body or trim colors, as approved by the ARC;
- Be located in a side or rear yard and minimize visual impact. On corner Lots, service areas shall be located on the side or rear of the home that does not abut a street, unless otherwise approved by the ARC due to site conditions, utility connections, easements, or other practical constraints;
- Be limited to the minimum size and height necessary to achieve effective screening;
- Comply with applicable setback, easement, and drainage requirements; and
- Be no more than five (5) feet in height, except as otherwise approved by the ARC due to grade, topography, or other site conditions.

If landscaping is used, it shall provide at least eighty percent (80%) screening at installation and full screening within one (1) year.

Any slab or other hard surface installed within a screened service area shall be designed and constructed to provide positive drainage.

Installations shall not adversely affect drainage or create adverse site conditions, including drainage, grading, or runoff impacts affecting adjacent Lots or Common Areas.

Maintenance and Nuisance All screening and associated areas and items shall be maintained in a clean, safe, sanitary, and serviceable condition and shall not create or contribute to a nuisance. A nuisance includes, without limitation, unreasonable odors; accumulation of loose waste or debris; standing water; attraction of insects, vermin, or wildlife in a manner creating an unsanitary or unreasonable condition (ordinary or incidental presence alone is not a violation); or other unsightly conditions materially affecting neighboring Lots or the community. Properly installed and maintained service equipment operating normally is not, by itself, a violation of this section; however, nothing in this section limits the nuisance provisions of the Declaration. Reasonable wear and ordinary use shall not constitute a violation.

The Association may require, at the Owner's expense, correction, relocation, or removal of any screening or associated condition that creates a nuisance, adversely affects drainage, or otherwise does not comply with this Design Guide or the Governing Documents.

(d) Service Area Walls

Service equipment such as air conditioning compressors, pool/spa equipment, water softeners, utility connections, generators, and trash cans must be screened from view from the Street. Appropriate enclosures shall be limited to ONLY landscaping or concrete block with stucco finish painted to match the home. Overall height of the enclosure shall not exceed 5'. Overall length shall be kept to the minimum necessary to accomplish the screening in accordance with this section.

Any slabs located inside service fences shall be designed for positive drainage. The location and construction of a service area wall may not impede site drainage between Lots.

If landscaping is used for screening, "adequate screening" shall consist of plantings which initially screen a minimum of 80% and which completely screens the trash cans or equipment within one year from the date of approval.

Explanation

- Expands permitted screening materials while preserving community aesthetics and ARC oversight.
- Clarifies screening requirements for service equipment and waste containers.
- Clarifies that HVAC equipment is not subject to the screening requirement, except on corner Lots where such equipment is located on the side or rear of the home that abuts a street.
- Clarifies that approved service areas may be used to store garbage, recycling, and yard waste containers.
- Establishes objective standards for screening design, location, height, maintenance, drainage, and nuisances.
- Clarifies that screening is limited to service areas and does not authorize fencing or screening for other purposes.
- Prohibits enclosed structures and preserves consistency with the Declaration.

- Provides objective enforcement standards, including recognition that minor incidental visibility that does not materially detract from effective screening is not a violation.

7. Landscape Mulch Standards

Affected Provision *Section 8.27(e) – Mulch/Gravel*

Purpose Modernizes the Association's mulch standards by eliminating unnecessary restrictions, allowing homeowners greater flexibility in selecting commonly accepted mulch colors without prior ARC approval, removing the blanket prohibition on rubber mulch, and allowing alternative landscape materials to be considered through the ARC review process while preserving the community's overall appearance.

Proposed Amendment Replace Section 8.27(e) with the following (proposed additions underlined and deletions stricken):

Landscape Ground Cover

Landscape beds shall be maintained in a neat, orderly, and weed-free condition and generally should, but are not required to, include a mulch or other decorative ground cover. Hardwood, cypress, or pine bark mulch in common neutral earth-tone colors, including black, brown, dark brown, light brown, red, tan, and similar natural colors, may be installed or replaced without prior ARC approval. Any change to the existing mulch type, or to a mulch color other than a neutral earth-tone color, shall require prior ARC approval. Alternative landscape bed coverings, including landscape stone, rubber mulch, and living ground covers, may be installed subject to prior ARC approval. Mulch and other approved landscape materials shall be maintained so as not to create a nuisance, impede drainage, or create a safety hazard.

~~Mulch/Gravel~~

~~Landscape beds shall be top dressed with 3" of Grade "A" hardwood, cypress or pine bark mulch after watering in. Rubber mulch is not permitted. Any changes to style or color of mulch must be approved by the ARC. Landscape stone may also be used subject to ARC approval.~~

Explanation

- Removes the mandatory requirement that all landscape beds be top-dressed with mulch.
- Eliminates the blanket prohibition on rubber mulch.

- Allows replacement of commonly used organic mulch in neutral earth-tone colors without requiring ARC approval.
- Continues to require ARC approval for landscape stone, rubber mulch, unusual mulch colors, and changes in mulch type. Homeowners are encouraged to consider the characteristics, including potential advantages and disadvantages, of alternative landscape materials before submitting an ARC application.
- Establishes performance-based maintenance standards rather than prescriptive installation requirements.
- Preserves the ARC's discretion to evaluate alternative landscape materials for compatibility with the community's architectural character.

8. Florida-Friendly Landscaping

Affected Provision *Section 8.23 – Landscape*

Purpose Modernizes the Association's landscaping standards by recognizing Florida-Friendly Landscaping™ principles, encouraging water-efficient and drought-tolerant landscape design while preserving the community's architectural character and the ARC's review authority.

Proposed Amendment Amends the section as follows (proposed additions underlined and deletions stricken):

In general, ~~the landscape~~ing should not dominate the home or ~~l~~lot on which it is built. ~~The landscape. Rather, it~~ should complement ~~instead blend with the overall texture and theme of the architectural concept~~ character of the home and surrounding community. The goal of any landscape improvement is to promote a pleasing and harmonious neighborhood character. Individual expression is permitted so long as it does not detract from this goal. Landscape designs incorporating Florida-Friendly Landscaping™ principles, including drought-tolerant plantings and water-efficient landscaping practices, are encouraged, provided they remain compatible with the community's architectural character and otherwise comply with the Governing Documents and this Design Guide. Regardless of third-party involvement (i.e., landscape contractors), the owner of each ~~l~~lot is solely responsible for maintaining a well-kept landscape.

Explanation

- Expressly recognizes Florida-Friendly Landscaping™ principles and water-efficient landscape practices.
- Encourages drought-tolerant landscape design consistent with Florida's climate and water conservation goals.
- Preserves the Association's architectural standards and ARC review authority.
- Clarifies that Florida-Friendly Landscaping™ is encouraged but remains subject to the Governing Documents and Design Guide.

9. Flowerpots

Affected Provision Section 8.27 – Landscape Enhancements

Purpose Clarifies the permitted number, placement, size, and appearance of flowerpots, provides limited flexibility for appropriately scaled flowerpots in landscape beds, and improves consistency and clarity.

Proposed Amendment Amends the section as follows (proposed additions underlined and deletions stricken):

(a) Flowerpots

Flowerpots may be placed in landscaping beds, mulch beds, or used to accentuate or accessorize an entrance (including garage doors). Flowerpots may not be placed on the lawn. Flowerpots should not dominate the landscape and should be used only to accessorize. A maximum of five (5) flowerpots ~~may be approved~~ are permitted per Lot, ~~but actual number of flower pots permitted will be proportionate to overall size of landscape bed and is subject to the discretion of the ARC~~ in areas visible from the street.

i. Pots placed in flower beds ~~should not exceed 18" in height~~ are generally limited to a maximum height of eighteen (18) inches. Taller pots may be approved by the ARC where the scale complements the overall landscaping and the home.

ii. Flowerpots placed at entry or garage doors should not exceed ~~3'~~ three (3) feet in height. ~~one flower pot per side of entry is permitted~~ One flower pot per side of an entry or garage door is permitted. Where two garage door openings share a common side, only one flower pot may be placed at that location.

iii. ~~Pots that have natural finishes are preferable. Pots which are painted or glazed must blend with the exterior color scheme of the home.~~ The color of

flowerpots, including those with painted or glazed finishes, must complement the exterior color scheme of the home.

iv. Temporary/plastic/transport pots are not permitted.

v. Pots must be removed to safe storage in the event of an impending storm or if the owner is leaving for an extended period of time.

vi. Hanging flowerpots are not permitted.

Explanation This proposal establishes a clear maximum number of flowerpots visible from the street, allows appropriately scaled taller flowerpots in landscape beds with prior ARC approval, clarifies standards for flowerpots placed at entry and garage doors, and simplifies the color standard by requiring flowerpots to complement the home's exterior color scheme regardless of finish. These revisions improve clarity, provide limited design flexibility, and promote consistent administration of the Design Guide.

10. Pool Safety Barriers

Affected Provision *Section 8.20 – In-Ground Pools and Spas*

Purpose Clarifies that pool safety barriers must comply with applicable pool safety laws, resolves potential conflicts between these Guidelines and applicable law, and preserves the ARC's authority over aesthetic and architectural considerations that do not affect safety compliance.

Proposed Amendment Amends the section as follows (proposed additions underlined and deletions stricken):

(d) Pools and spas must be protected on exposed sides by a screen enclosure, pool fence, or other barrier that complies with applicable federal, state, and local pool safety laws, codes, and regulations, as amended from time to time.

In the event of a conflict between these Guidelines and applicable pool safety requirements, the applicable pool safety requirements shall control.

Pool fences and other pool safety barriers are exempt from the fence design standards contained elsewhere in these Guidelines to the extent necessary to comply with applicable pool safety requirements, including, for example, requirements relating to fence style, picket configuration, rail configuration, spacing, height, and gates.

The ARC shall retain authority over aesthetic and architectural considerations that do not affect compliance with applicable pool safety requirements, such as color, finish, and placement where consistent with applicable law.

~~(d) Pools and spas must be protected on exposed sides by a screen enclosure or a fence as provided in these Guidelines. (Manatee County Ordinance 15-10, Sec. 2-9-107, as may be amended or renumbered from time to time.)~~

Explanation The current provision references a specific county ordinance that has since been amended and now primarily incorporates applicable state pool safety requirements. This proposal replaces the specific ordinance reference with a general reference to applicable federal, state, and local pool safety laws, codes, and regulations, establishes that applicable pool safety requirements control in the event of a conflict, clarifies that pool safety barriers are exempt from conflicting fence design standards only to the extent necessary for compliance, and confirms that the ARC retains authority over aesthetic and architectural considerations that do not affect pool safety compliance. The revisions improve clarity, accommodate future changes in applicable law, and help ensure that homeowners are not required to choose between complying with these Guidelines and complying with applicable pool safety requirements.

11. Mailboxes

Affected Provision Section 8.40 – Mailboxes

Purpose Modernizes the mailbox standards by clarifying neighborhood consistency requirements, clarifying Like-for-Like Express Review eligibility for like-for-like mailbox replacements, improving clarity and flexibility for replacement mailboxes, house numbers, and decorative elements, and replacing subjective maintenance and design standards with objective, easily administered criteria while preserving the community's established appearance.

Proposed Amendment Amends the section as follows (proposed additions underlined and deletions stricken):

Introductory Paragraph

All mailboxes ~~installed in the Subdivision (Harrison Ranch), or Neighborhood (Galloway, Bradford...)~~ must be approved in all respects by the ARC prior to installation and shall comply with this Design Guide and any applicable United States Postal Service (USPS) requirements. Replacement of an existing mailbox with a like-for-like mailbox matching the approved neighborhood style, size, material, and color is eligible for Like-for-Like Express Review.

(a) Material and Size

Mailboxes shall be constructed of metal (aluminum or steel) and shall generally conform to the dimensions of a standard USPS medium mailbox (approximately 20 inches long, 7

inches wide, and 9 inches high), as illustrated below. Wooden or composite mailboxes are prohibited.

~~Mailboxes shall be constructed of metal (Aluminum or Steel) and shall not exceed "Medium" size (see diagram below). Wooden or composite materials are prohibited.~~

(b) Placement

Mailboxes shall be securely mounted to the approved mailbox pedestal using removable or adjustable fasteners.

~~The mailboxes will be affixed atop the "Mailbox Pedestal" and securely fastened by use of removeable or adjustable fasteners.~~

(c) Color

~~The color of mailboxes shall be BLACK or WHITE and is determined by the aesthetics of the neighborhood in which the resident lives.~~ black or white, as originally established for the neighborhood.

(d) House Numbers and Placement

House numbers on mailboxes shall generally be 1.5 to 2.0 inches in height and shall be placed on the front or face of the mailbox. The color of the numbers shall contrast with the color of the mailbox and generally be black, white, or green, consistent with the neighborhood's original installation. Font styles shall be common, legible, and compatible with the mailbox design and shall avoid overly decorative or elaborate scripts that materially impair readability.

~~**(d) Street Numbers and Placement**~~

~~↵~~

~~Street Numbers on mailboxes shall not exceed 1.5 inches in height, shall be placed on the front or face of the mailbox. Numbers shall be either BLACK or WHITE. BLACK numbers shall be used on WHITE mailboxes, and WHITE numbers shall be used on BLACK mailboxes for the purpose of contrasting with the mailbox. Font style shall be conservative in nature and be approved for use by the ARC.~~

(e) Personalization and Decorations

Mailboxes shall not display family names, designs, or other permanent decorative embellishments, except for temporary seasonal or holiday decorations. Temporary decorations shall be securely attached, maintained in good condition, and removed within ten (10) days after the applicable holiday or season.

(e) Decorations



~~Mailboxes must remain free of family names, designs, or decorations, with the sole exception of temporary holiday decorations. Holiday decorations must be seasonal, securely attached, maintained in good condition, and removed within ten (10) days after the holiday. No permanent or non-holiday embellishments are permitted.~~

(f) Maintenance

Mailboxes shall be maintained in a clean, safe, and serviceable condition, reasonably free of dirt, oxidation, bird droppings, spiderwebs, and similar conditions, and shall be kept in good repair.

~~Mailboxes shall be kept clean and free of debris or blemish (bird droppings, oxidation, spiderwebs, etc.), and in good repair.~~

Explanation

- Clarifies that like-for-like mailbox replacements are eligible for Like-for-Like Express Review.
- Replaces the generic reference to a "medium" mailbox with objective dimensional standards.
- Clarifies neighborhood mailbox color standards and recognizes existing house numbering, including green numbers where originally installed.
- Replaces subjective design standards with objective readability standards for house numbers.
- Modernizes standards governing mailbox personalization, decorations, and maintenance while preserving neighborhood consistency.

12. Satellite Dishes, Antennas, and Similar Devices

Affected Provision *Section 8.30 – Satellite Dishes/Antennas, etc.*

Purpose Conforms the satellite dish and antenna standards to the Declaration and the FCC's Over-the-Air Reception Devices (OTARD) rule by eliminating prior approval for protected devices and limiting installation standards to those permitted by federal law.

Proposed Amendment Replace the section with the following (proposed additions underlined and deletions stricken):

Satellite Dishes, Antennas, and Similar Devices

(a) Protected Devices. Antennas and reception devices protected by the Federal Communications Commission's Over-the-Air Reception Devices rule, 47 C.F.R. § 1.4000, as amended ("Protected Devices"), do not require prior ARC approval. This includes the satellite reception device permitted without prior approval by Section 2.20 of the Declaration.

(b) Installation Standards. To the extent compliance does not unreasonably delay or prevent installation, maintenance, or use; unreasonably increase cost; or preclude reception or transmission of an acceptable-quality signal, Protected Devices shall be:

1. located in the rear yard or on the rear portion of the residence so as not to be visible from the street;
2. located near other utility connections;
3. mounted on the residence rather than on a freestanding post or pole;
4. installed so as not to extend more than two (2) feet above the residence; and
5. installed with wiring concealed within the structure or neatly routed and secured.

(c) Safety. Installations shall comply with applicable building, electrical, fire, and safety codes, to the extent permitted by federal law.

(d) Maintenance and Removal. Devices shall be maintained in a safe and serviceable condition. Devices no longer used to receive or transmit signals shall be removed within a reasonable time.

(e) Other Devices. Antennas and devices that are not Protected Devices require prior ARC approval in accordance with the Declaration.

(f) Federal Law. This section shall be applied consistent with federal law, which controls in the event of conflict.

Satellite Dishes/Antennas, etc.

←

~~All outside antennas, electronic devices, satellite dishes, etc. are subject to the prior approval of the ARC. The ARC requires that the installation of the antenna comply with all applicable safety restrictions, including any restrictions as to location and height of antenna as imposed by applicable fire codes, electrical codes, zoning codes, and building codes. Installation of the satellite dish shall be in accordance with the 1996 and 1998 amendments to the Federal Telecommunications Act.~~

←

~~The following criteria shall apply:~~

- ~~one (1) satellite dish is permitted if it is designed to receive direct broadcast satellite service, including direct to home satellite service, or to receive or transmit fixed wireless signals via satellite.¶~~
- ~~Satellite dishes must be 40 inches or less in diameter or diagonal measurement. Except for standards which may result in unreasonable delay, use or cost or preclude acceptable quality signals, satellite dishes shall comply with the following:¶~~
- ~~Placement shall be as inconspicuous as possible and preferably not visible from the street. No equipment may be installed on a post. All attendant wiring shall be internal to the Structure.¶~~
- ~~Owners shall not permit satellite dishes or antennas to fall into disrepair or become safety hazards. Inactive dishes must be removed by Owner.~~

Explanation

- Confirms that devices protected by the FCC's OTARD rule do not require prior ARC approval.
- Applies placement, mounting, height, and wiring standards only to the extent permitted by federal law.
- Preserves ARC review of devices not protected by federal law, consistent with the Declaration.
- Removes outdated references to the Telecommunications Act.

13. Clotheslines

Affected Provision *Section 8.38 – Clotheslines*

Purpose Eliminates an inconsistency between the Declaration and the Architectural Design Guidelines regarding clotheslines and clarifies that the Association will administer and enforce the Declaration in accordance with applicable Florida law.

Proposed Amendment Amends the section as follows and deletes the illustrative image (proposed additions underlined and deletions stricken):

The Declaration prohibits clotheslines. Applicable Florida law may limit the Association's ability to prohibit or restrict certain items, including clotheslines, that are not visible from the Lot's frontage, adjacent Lots, adjacent common areas, or a community golf course. Clotheslines shall be administered and enforced in accordance with the Declaration and applicable Florida law.

~~Only single pole clothes lines (see example below) are permitted. They must be placed in the rear of the house and not visible from the center of the street within the side setbacks. Clotheslines must be removed when not in use.~~

Explanation The current Architectural Guidelines permit clotheslines under specified conditions, while the Declaration prohibits clotheslines. Because the Declaration is the Association's controlling governing document, all subordinate governing documents must be consistent with its provisions. This proposal eliminates that inconsistency by conforming the Architectural Guidelines to the Declaration while recognizing that the Association must administer and enforce the Declaration in accordance with applicable Florida law. It also removes the illustrative photograph, which is no longer necessary.

14. Architectural Review Committee Procedures

Affected Provisions Sections 3.2, 3.3, 4.0, 4.1, 4.2, 4.3, 4.4 (new), and 4.6

Purpose Modernizes Architectural Review Committee ("ARC") procedures by clarifying Board authority over ARC composition, including formal interim appointments; permitting remote participation and electronic review of application materials between meetings while requiring all ARC decisions to be made at properly noticed meetings; establishing conflict-of-interest, quorum, and voting procedures; establishing Like-for-Like Express Review for qualifying work; addressing emergency mitigation and retroactive review; updating application, survey, decision, and denial procedures; and conforming application fee provisions to the Declaration and applicable Florida law.

Proposed Amendment Amends the sections as follows (proposed additions underlined and deletions stricken):

3.2 Composition of the ARC

The ARC shall consist of at least three (3) members ~~who are required to be members of the association in good standing~~. The members of the Committee shall be appointed annually by the Association's Board of Directors during the month of March. The Board of Directors may appoint, remove, replace, suspend, or reappoint any member of the ARC at any time, with or without cause, as the Board deems appropriate in its sole discretion. Unless otherwise determined by the Board, ~~f~~Failure of the Board to appoint members to the ARC annually shall result in the automatic renewal of the ARC members to a subsequent annual term. In the event of any resignation or vacancy of an Architectural Review Committee Member appointed by the Board, the Board may appoint a replacement. Until a replacement has been made, the remaining Members shall exercise the Architectural Review Committee's authority. One member will be designated by the ARC as the chairman.

~~Any ARC meeting of the ARC shall be conducted by a quorum of the committee and a majority vote of ARC members on any action shall control~~ with a quorum present, by majority vote of the ARC members participating. Each written approval shall be signed, manually or electronically, by at least two (2) ARC members following that action.

No member of the ARC shall participate in the deliberation, vote, or approval of the member's own application or any application in which the member has a direct personal, familial, or financial interest. At the request of the Committee, the member may present the application and respond to questions regarding the proposed improvement but shall not participate in the Committee's deliberations or vote. The member shall be recused from consideration of the application following any presentation or questions. If recusal prevents a quorum or the required number of approvals, the Board may appoint one or more Directors to serve on the ARC for that application as provided below.

~~The ARC committee will meet at the Amenities Center on the third Thursday of each month, except in the event of a holiday or inability to achieve a quorum, to review all applications and issue approvals or denials. Applicants will be notified in writing of the committee's decision. If the ARC has no pending applications for consideration, then the ARC shall have no obligation to hold a meeting. FAILURE OF THE ARC TO HOLD A REGULAR MEETING SHALL HAVE NO EFFECT UPON PENDING APPLICATIONS.~~

The ARC shall generally meet monthly, typically on the third Thursday of each month, or as otherwise necessary to conduct Association business. Meetings may be held in person, by telephone or video conference that Members may attend, or by any combination thereof, and ARC members may participate in the same manner.

ARC members may review applications and supporting materials electronically between meetings in preparation for consideration. All deliberation, votes, and decisions on applications shall occur at a duly noticed meeting open to the Membership. Applicants shall be notified in writing of the ARC's decision.

The Board may appoint one or more Directors to serve on the ARC on an interim basis as necessary to achieve a quorum, provide the required number of approvals, or facilitate timely review of applications.

If the ARC has no pending applications or other business requiring action, it shall have no obligation to hold a meeting.

~~All ARC meetings shall be noticed and open to the Membership in the same manner as a Board of Directors meeting.~~

All ARC meetings shall be noticed and open to the Membership generally in the same manner as meetings of the Board of Directors.

3.3 Authority & Responsibilities of the ARC

To recommend amendments, modifications, and enhancements to this Design Guide and related architectural standards, procedures, and criteria for consideration by the Board of Directors.

~~To amend, modify and enhance standards, guidelines and other provisions in this Manual as may be required from time to time.~~

4. Applications

Homeowners wishing to make an exterior change or modification to their home and/or lot shall apply for and receive written approval for such change or modification prior to beginning the project.

If the Association determines that a modification requiring ARC approval was commenced or completed without prior approval, the Association may require the Owner of the Lot to submit an Architectural Review Application and supporting documentation for retroactive review. To the extent reasonably available, the Owner should provide documentation regarding the modification, including any prior approvals, permits, surveys, plans, photographs, or other relevant information.

Submission or review of a retroactive application shall not constitute approval of the modification or limit the Association's authority to require modification, removal, restoration, or other remedies authorized by the Governing Documents or applicable law. In determining the appropriate course of action, the Association may consider all relevant circumstances, including the apparent age of the modification, whether it was likely installed by a prior Owner, the availability of supporting documentation, the extent to which the modification complies with the Governing Documents, and whether it creates a material adverse impact on neighboring Lots, Common Areas, drainage, utilities, safety, or the community as a whole.

~~An ARC application will not be considered complete unless it is accompanied by the required plans and/or specifications showing the nature, kind, shape, height, materials and colors to be used and the location of the proposed alteration. ALL requests require the submission of a copy of the owner's lot survey showing the location of the proposed modification.~~

An ARC application will not be considered complete unless it is accompanied by the plans, specifications, drawings, photographs, product information, color samples, site plans, and other information reasonably necessary for the ARC to evaluate the nature, location, dimensions, materials, colors, and appearance of the proposed improvement.

A professional property boundary survey (lot survey/site plan) showing the location of the proposed modification shall be submitted with each application, except for applications solely involving exterior paint, roofs, windows, shutters, replacement mulch, replacement plant material, or exterior lighting in the same approved location(s).

If a survey is unavailable, the applicant may obtain a new survey or, for limited modifications where exact setback verification is not material, such as certain landscaping, gutters, or exterior lighting, submit county Geographic Information System (GIS) documentation together with a detailed rendering showing approximate lot boundaries, relevant distances, and the proposed improvement location. The ARC may accept such documentation in lieu of a survey, request additional information, or require a survey. Applicants may also request that the Association review its prior ARC records for an existing survey, if available.

Applications may be submitted up until the meeting time at the discretion of the ARC Chair, the Community Manager, or their designee. Applications and supporting documentation shall be submitted by email to HRanchARC@gmail.com, by mail to the Association in care of its community management company at the address posted on the Association's website, or by such other method as the Association may authorize. All photographs, drawings, plans, and other supporting documentation shall be submitted in color whenever practicable.

~~Applications may be submitted up until the meeting time at the discretion of the Community Manager. Applications and Design Documents can be sent electronically via e-mail to Community Manager (or appropriate representative), via US Mail to the address listed below or delivered to the Harrison Ranch clubhouse. Please ensure all documentation and supporting pictures and drawings are scanned or copied in color.~~

~~Harrison Ranch Amenities Center
Attn: Community Manager or President
5755 Harrison Ranch Blvd.
Parrish, FL 34219
emarsano@rizzetta.com~~

~~If additional documentation/information is required, Owner will be notified. If required documentation/information is not received at least 48 hours prior to the meeting date, the application will be considered incomplete and automatically denied. The ARC will not review incomplete Applications or Design Documents that do not conform to the requirements set forth in these Guidelines. The time for rendering decisions by the ARC for any step in the design review process shall not commence until receipt of a complete Application and all required supporting documents.~~

If additional documentation or information is required, the Owner shall be notified. Applications that remain incomplete or do not conform to the requirements of this Design

Guide may be deemed incomplete and deferred until all required information has been received. The ARC will not review incomplete Applications or Design Documents. The time for rendering decisions by the ARC for any step in the design review process shall not commence until receipt of a complete Application and all required supporting documentation.

~~Only homeowners in good standing (no open violations and no assessments, fines, or other monies due to the association) can submit an application to the ARC. The only exception is for an application submitted to remedy an existing violation.~~

Any application submitted by any person other than the Owner shall be automatically denied unless contained within the application is an assignment or written designation by the Owner allowing for the submission of the ARC application by a third party.

4.1 Application Review Schedule

The ARC shall issue a written decision within sixty (60) days after receipt of a complete application. Unless otherwise provided in writing by the ARC ~~Committee~~, if the ARC ~~Committee~~ fails to issue such a written decision within sixty (60) days after receipt ~~by the Committee~~ of all of the requested required materials, then final approval shall be deemed to have been granted unless the applicant agrees in writing to an extension. Nothing herein shall relieve the Owner of the obligation to comply with the Governing Documents, this Design Guide, applicable law, or applicable governmental permitting requirements.

Applications qualifying for Like-for-Like Express Review shall be processed as provided in Section 4.3. Emergency mitigation shall be handled as provided in Section 4.4.

Written approvals issued following ARC action at a duly noticed meeting, including approvals delivered electronically, and written confirmations issued under Like-for-Like Express Review shall be the sole evidence that work has been approved or confirmed under this Design Guide. Any reference in this Design Guide to ARC approval means written approval issued following ARC action at a meeting. Oral statements or informal communications by any ARC member, Director, officer, manager, employee, contractor, or agent of the Association shall not constitute ARC approval and may not be relied upon. All Design Documents attached to the application will be retained by the ARC in the Owner's file as an official record of the Association.

~~Applications and Design Documents on file with the ARC and written approvals as may be issued by the ARC as may be issued by the ARC shall be the sole source of evidencing ARC approval. Any reference in these Guidelines to ARC approval or similar terms and phrases shall be interpreted as approval in writing or by electronic means by the ARC. Oral statements of any ARC member or Board member or Association agent, manager, employee or the like may not be relied upon. All Design Documents attached~~

~~to the application will be retained by the ARC in the Owner's file as an official record of the Association.~~

4.2 Types of Decisions

Upon receipt of properly completed Applications and the required Design Documents, the ARC will render ~~one of three (3) decisions in writing~~ one of the following decisions in writing:

Approved

- The application is approved as submitted, with no changes required.

Approved with stipulations

- If an application is APPROVED WITH STIPULATIONS, the Applicant must make changes prior to undertaking construction. However, the re-submittal of Applications and Design Documents is not required. STIPULATIONS are binding upon an Applicant.
- Stipulations should identify only additional project-specific requirements and shall not duplicate or restate standard application conditions, Governing Document provisions, permit or code requirements, easement or setback restrictions, or required third-party approvals.

Additional Information Required

- If the ARC determines that additional information or clarification is needed to evaluate an Application, it may defer action and notify the Applicant in writing of the specific information required. The Application will be considered at the next meeting after the information is received. Consistent with Section 7.4(b) of the Declaration, the sixty (60) day review period runs from receipt of all requested materials. If the requested information is not received within sixty (60) days after the notice, the Application may be closed without action, and the Applicant may submit a new Application.

Denied

- The ARC may deny Applications and Design Documents for noncompliance with the Declaration, this Design Guide, published architectural standards or guidelines, or other applicable Governing Documents.
- In the event an Application is DENIED, the ARC shall provide written notice stating the reason(s) for the denial, including the specific Declaration provision,

published architectural standard or guideline, or other applicable Governing Document provision relied upon, and shall identify any actions, revisions, or additional information the Applicant must provide for further consideration of the application.

- In some cases, an Application may be DENIED because it inadequately describes the Applicant's request or because it conflicts with the standards contained in the Governing Documents, this Design Guide, or published architectural standards or guidelines. If an Application has been DENIED and the Applicant does not understand the ARC's comments or concerns, the Applicant should contact the ARC Administrator.
- In the event an Application is DENIED, the Applicant may revise the proposal and submit a new application with revised Design Documents.
- Correction of one or more deficiencies identified in a denial does not guarantee approval of any subsequent application, as additional issues may be identified during review.
- ~~The ARC may deny Applications and Design Documents for noncompliance with the provisions contained in the Architectural Guidelines.¶~~
- ~~In the event at Application is DENIED, the ARC will provide information as to why the application was denied; and actions or information that the Applicant must provide in order to obtain approval.¶~~
- ~~In some cases, an application may be DENIED because it inadequately describes the Applicant's request or because it conflicts with the standards contained in the Architectural Review Guidelines. If an application has been DENIED and an Applicant does not understand the ARC's comments or concerns, the Applicant should contact the ARC Administrator.¶~~
- ~~In the event an application is DENIED, the Applicant must make appropriate changes and resubmit a new application (old application will indicate denial) with revised Design Documents.¶~~
- ~~If a denial indicates the grounds for denial, merely curing these items would not guarantee that any subsequent submission would be approved as there may be other issues for consideration.~~

Approval of an Application by the ARC constitutes approval only under the Association's Governing Documents. Such approval does not constitute approval by, or satisfy the requirements of, any governmental authority, utility provider, easement holder, or other third party having jurisdiction. The Owner remains solely responsible for obtaining all permits, licenses, approvals, inspections, easements, and other authorizations required by applicable law and for complying with all applicable federal, state, and local laws, ordinances, codes, regulations, permit conditions, and utility requirements.

Approval by the ARC does not relieve the Owner of responsibility for damage to utilities, easements, drainage facilities, neighboring property, or Common Areas resulting from the approved improvement.

~~Approval of Design Review Applications by the ARC shall not be construed as meeting the requirements of Manatee County or any other governmental agency with jurisdiction over the community.~~

4.3 Express Approval Like-for-Like Express Review

Routine maintenance and like-for-like repairs or replacements listed in this section may qualify for express review by the Community Manager without waiting for an ARC meeting. An Architectural Review Application is still required, and work may not begin until the Owner receives written confirmation.

Work qualifies only if it restores an item originally installed by the builder or previously approved by the ARC, with no change in type, dimensions, design, materials, texture, color, location, configuration, or appearance. Qualifying work is limited to:

- repainting the exterior body, trim, and accents in the identical colors;
- replacing screening with identical screening materials;
- replacing exterior doors with identical doors; and
- replacing a mailbox or security lighting with an identical mailbox or security lighting.

Upon receipt of a complete application, the Community Manager or designee may verify that the work satisfies all published eligibility criteria and issue written confirmation that it qualifies for Like-for-Like Express Review. This confirmation is ministerial, is not an exercise of ARC discretion or the grant of a variance, and does not authorize any deviation from the existing or previously approved condition.

An application shall be referred to the ARC, and work may not commence without the ARC's prior written approval, if compliance cannot be determined objectively; the existing condition or prior approval cannot be verified; or the application involves any structural change, setback, easement, drainage, safety, or permitting issue, or any deviation, interpretation, discretion, variance, or project-specific condition.

New installations do not qualify for Like-for-Like Express Review, even if they appear to satisfy objective standards. The Community Manager or designee may confirm in writing that a device is exempt from prior approval under Section 2.20 of the Declaration.

Confirmations issued under this section shall be reported to the ARC at its next meeting.

~~In order to provide an expedited process for certain types of modification requests, the Community Manager will have the authority to approve certain modifications as~~

~~delegated by the ARC upon receipt of a completed application and the proper supporting documents, and said request shall be deemed approved by the ARC. Some of the modifications that may be approved by the Community Manager are:~~

~~¶~~

- ~~● Re-paint house exteriors and trims in the identical color(s) previously approved by the ARC or installed by the original builder.¶~~
- ~~● Replace existing screening with identical screening materials previously approved by the ARC or installed by the original builder.¶~~
- ~~● Replace existing exterior doors with identical doors previously approved by the ARC or installed by the original builder.¶~~
- ~~● Replace existing mailbox or security lighting with identical mailbox or security lighting as previously approved by the ARC.¶~~
- ~~● Install satellite per guideline specifications (see Section 8.30).¶~~
- ~~● Replacement of mulch with the same type, color and location as previously installed, provided no changes are made to the original design or approved landscape plan.¶~~

~~¶~~

~~All references to "identical" in the above section shall mean that such item shall be replaced with an item that is identical in all respects to the existing item (i.e., the identical style, texture, size, color, type, etc.)¶~~

~~¶~~

~~All "express approval applications" approved by the Community Manager will be presented to the ARC Committee for ratification at the next regular meeting.~~

4.4 Emergency Mitigation (New Section)

Temporary measures reasonably necessary to prevent imminent damage to persons or property, stabilize a condition, or address an unsafe condition may be undertaken without prior ARC approval. Permanent repairs, restoration, replacement, or other work requiring ARC approval shall not commence until approved in writing by the ARC, unless the work qualifies for Like-for-Like Express Review. If permanent work requiring ARC approval is proposed, the Owner shall promptly submit an application. The Community Manager or designee shall promptly notify the ARC and the Board of any emergency mitigation reported to the Association.

Editorial Note: Existing Sections 4.4 through 4.6 shall be renumbered 4.5 through 4.7.

4.6 Fees/Compensation Application Review Fees

Reasonable application review fees, if any, may be established and administered in accordance with the Declaration. Any such fee shall be reasonable, applied uniformly, and shall not constitute a fine or other penalty. Failure to obtain prior ARC approval shall not, by itself, result in the automatic imposition of an application fee or other charge.

If special architectural or other professional review is required of any improvement, the applicant shall reimburse the Association for the reasonable cost of such review.

~~Failure of a homeowner to submit an application for approval prior to commencement of any modification will incur a fee of \$100.00.¶~~

~~¶~~

~~If special architectural or other professional review is required of any improvement, the applicant shall be responsible for reimbursing the Association for the cost of such review.~~

Explanation This amendment comprehensively modernizes the Association's Architectural Review Committee procedures while maintaining consistency with the Declaration and applicable Florida law. Among other things, it:

- Provides flexibility regarding ARC meeting frequency, scheduling, locations, participation methods, and application review procedures while preserving public notice requirements.
- Clarifies Board authority over ARC composition, including appointment, removal, and formal interim appointment of Directors when needed for a quorum or timely review.
- Permits ARC members and Members to participate in meetings in person or by telephone or video conference.
- Permits electronic review of application materials between meetings while requiring all ARC deliberation and votes to occur at properly noticed meetings open to Members.
- Clarifies quorum, voting, and approval requirements, including the minimum number of ARC approvals required for action.
- Establishes conflict-of-interest procedures requiring ARC members to recuse themselves from applications in which they have a direct personal, familial, or financial interest while permitting them to present their applications and respond to Committee questions before deliberations.
- Clarifies that the ARC recommends amendments to the Design Guide while the Board of Directors retains authority to adopt and amend the Guidelines in accordance with the Declaration.
- Modernizes application submission procedures to reflect current administrative practices, authorized submission methods, and Association contact information.

- Updates application documentation requirements, including professional survey requirements, acceptable alternative documentation, and circumstances in which existing Association records may be used.
- Authorizes the Association to require submission of retroactive ARC applications for improvements commenced or completed without prior approval while preserving all remedies available under the Governing Documents and applicable law and providing guidance for consideration of improvements installed by prior owners.
- Permits temporary emergency mitigation without prior approval while requiring ARC approval before permanent work begins.
- Replaces Express Approval with Like-for-Like Express Review, under which the Community Manager only verifies, ministerially, that true like-for-like work meets published objective criteria. All discretionary decisions remain with the ARC.
- Removes the requirement that applicants be members in good standing before submitting an ARC application. The Declaration requires prior ARC approval for covered improvements without conditioning an owner's right to apply on account status or unrelated compliance issues. This amendment promotes voluntary compliance with the architectural review process, facilitates correction of existing issues, and aligns the Guidelines with the Declaration and Section 720.3035, Florida Statutes, which protects each parcel owner's architectural rights and privileges from unreasonable impairment.
- Adds an "Additional Information Required" decision so the ARC can request specific information or clarification instead of denying an incomplete or unclear application.
- Updates denial procedures to require written notice identifying the governing document provisions, standards, or guidelines supporting the denial and describing the information or revisions necessary for further consideration of the application.
- Clarifies the use of approval stipulations by limiting them to additional project-specific requirements and avoiding duplication of existing legal, permitting, and Governing Document requirements.
- Removes the automatic \$100 charge for commencing work without prior ARC approval because the charge functions as a monetary penalty rather than a fee for architectural review services. The Declaration authorizes reasonable application review fees but does not authorize an automatic charge imposed solely because prior approval was not obtained. A monetary charge that

functions as a fine is subject to the statutory procedures governing fines, regardless of how it is labeled. This amendment conforms the Architectural Guidelines to the Declaration and applicable Florida law while preserving the Association's authority to pursue violations through the enforcement procedures and remedies authorized by the Governing Documents and applicable law, including retroactive application review, statutory fines, and other available remedies.

- Clarifies that reasonable application review fees, if any, may be established and administered in accordance with the Declaration, must be reasonable and uniformly applied, and may not constitute a fine or other penalty.
- Retains the applicant's responsibility to reimburse the Association for the reasonable cost of any required architectural or professional review.

15. Hurricane Protection

Affected Provision *Section 8.9 – Hurricane Shutters*

Purpose Adopts the hurricane protection specifications required by Section 720.3035(6), Florida Statutes, by expanding the existing hurricane shutter standards to all forms of hurricane protection.

Proposed Amendment Amend the section as follows (proposed additions underlined and deletions stricken):

Hurricane Shutters Protection

These specifications are adopted under Section 720.3035(6), Florida Statutes. Hurricane protection includes roof systems, permanent fixed and roll-down storm shutters, impact-resistant windows and doors, polycarbonate panels, reinforced garage doors, erosion controls, exterior fixed generators, fuel storage tanks, and other hurricane protection products. Hurricane protection requires prior ARC approval and shall comply with the applicable building code, be permitted as required, and be consistent with the existing unified building scheme. Verification of product certification is the Owner's responsibility. The ARC shall not deny an application for hurricane protection that conforms to these specifications.

~~The placement, deployment of and the removal of hurricane shutters, shall be allowable as per Florida Statutes, as amended from time to time, and as further regulated by these Guidelines. Hurricane shutters include temporary and permanent types. Generally, more than one type of hurricane shutter is required to provide protection for doors, windows if~~

~~and fixed glass openings. Verification of hurricane certification for shutters is the responsibility of the Applicant and not the ARC. Subject to design standards in this section, the following types of hurricane shutters are permitted:~~

(a) Temporary Hurricane Shutters

Temporary hurricane shutters may be fabricated of corrugated steel, aluminum, polycarbonate, or plywood panels and may be used on all elevations of a Structure.

Editorial Note: Subsections (a), (b), and (c) otherwise remain unchanged.

(d) Other Hurricane Protection

1. Roof systems shall comply with Section 8.10.
2. Impact-resistant windows and doors shall comply with Sections 8.5 and 8.6 and match the style and frame color of the existing windows and doors.
3. Reinforced garage doors shall match the style of the existing garage door and comply with Section 8.3.
4. Exterior fixed generators and fuel storage tanks shall comply with Section 8.39.
5. Erosion controls shall not impede drainage or encroach into any easement.
6. Other hurricane protection products shall be consistent with the exterior colors and architectural style of the residence.

Explanation Adopts the hurricane protection specifications required by Florida law, building on the existing hurricane shutter standards. Confirms that the ARC will not deny an application that conforms to the specifications. Relies primarily on existing Design Guide standards for roofs, windows, colors, and generators.

16. General Provisions

Affected Provisions Section 1.3 – General, and Section 3.4 – Limiting Conditions

Purpose Conforms the general provisions to Section 7.2 of the Declaration, the Document Governance section, and the Association's fining procedures. It also removes an access restriction the Association has no authority to enforce.

Proposed Amendment Amend the sections as follows (proposed additions underlined and deletions stricken):

1.3 General

- (a) Modifications must be approved by the ARC prior to the commencement of work. Improvements shown on an Architectural Review Application shall comply with ~~the then current provisions and standards contained in the Architectural~~

Review Guidelines the provisions and standards of this Design Guide applicable as provided in Section 7.2 of the Declaration.

(e) The Board of Directors, via the Association Management, may issue a stop work order in the event modifications are commenced without approval of the ARC or in violation of approval of the ARC. ~~Building and trade contractors will not be permitted access to the community for the purpose of performing additional work on a Lot for which a stop work order has been issued.~~

(f) In the event modifications are performed without ARC approval, the Board of Directors may require, at the expense of the Lot Owner, the following: (a) the timely removal of such modifications and the restoration of existing improvements, or (b) the timely completion of remedial work to bring such modifications into compliance with the Architectural Review Guidelines. In addition, monetary fines may be imposed ~~as set forth in this document~~ as provided in the Association's Compliance Guidelines and applicable law.

3.4 Limiting Conditions

(a) The standards contained in this Design Guide set forth minimum requirements. Conflicts with applicable law or other Governing Documents shall be resolved as provided in the Document Governance section.

~~The standards contained in the Architectural Review Guidelines set forth minimum requirements. If the Architectural Review Guidelines imposes a greater restriction than is imposed and required by zoning regulations, building codes or the requirements of governmental authorities with jurisdiction over a Lot or the Property, the standards in the Architectural Review Guidelines shall control. In the event zoning regulations, building codes or the requirements of governmental authorities require greater restrictions than are imposed by the Architectural Review Guidelines, the more stringent provisions shall control. If a conflict exists between the Declaration and the Architectural Review Guidelines, the provisions of the Declaration shall control.~~

(d) This Design Guide may be amended by the Board of Directors as provided in the Document Governance section. Applicants should contact the ARC to determine whether any pending amendments may affect proposed plans.

~~The Architectural Review Guidelines are subject to change by the Board of Directors at any meeting of the board. Applicants should contact the ARC to ascertain what changes, if any, may affect proposed plans for the modifications to existing homes prior to undertaking preliminary or final designs.~~

Explanation Conforms the Design Guide to Section 7.2 of the Declaration, under which Design Guide amendments bind Owners who acquire their Lots after the

amendment is adopted. Points the Design Guide's fine references to the Association's Compliance Guidelines. Removes a contractor-access restriction the Association has no authority to enforce, because the Association does not own or control community roads. Conforms the conflict and amendment provisions to the new Document Governance section.

Bylaws

1. Lifetime Service Limits

Affected Provisions *Section 5.7 – Term and Section 8.1 – Committees in General*

Purpose Establishes ten-year lifetime service limits for Directors and members of standing committees to promote leadership renewal and broader homeowner participation, while providing narrowly limited temporary exceptions to prevent Board or standing committee membership from falling below three (3).

Proposed Amendment Add the following provisions (proposed additions underlined):

Section 5.7 Term.

No person shall serve as a Director of the Association for more than ten (10) years in the aggregate, whether consecutively or intermittently, by election or appointment. All periods of service commencing on or after May 26, 2006, the date the Declaration was recorded in the Public Records of Manatee County, shall be included in calculating such limitation. No person shall be eligible to seek election, stand for election, be elected, or be appointed to a term of office if completion of such term would cause the person's aggregate service to exceed ten (10) years.

Notwithstanding the foregoing, a person otherwise ineligible solely by reason of the foregoing limitation may be temporarily appointed to the Board only where:

(a) The Board consists of three (3) Directors and an existing or impending vacancy would reduce its membership below three (3);

(b) No eligible and willing replacement is available;

(c) The Association has conducted and documented recruitment efforts for at least ninety (90) consecutive days, including outreach at least once during each successive thirty (30)-day period through no fewer than two (2) of the following channels on each occasion: community electronic mail broadcast, publication in a community social media group having at least one thousand (1,000) members at the time of publication, or mailed notice to Members; and

(d) The Board determines at a duly noticed meeting that all foregoing conditions have been satisfied.

Any appointment pursuant to the foregoing exception shall be temporary and shall not confer eligibility for election or appointment to a regular term. The Association shall continue recruitment efforts at least monthly through no fewer than two (2) of the specified channels. Upon identification of an eligible and willing replacement, the Association shall promptly undertake the procedures necessary to seat such replacement, and the temporary Director's resignation shall become effective simultaneously with the replacement's lawful assumption of office. No such appointment shall be continued beyond the period reasonably necessary to accomplish such replacement.

For purposes of this Section, service shall be calculated cumulatively according to actual dates of service, including partial terms. Service preceding the effective date of this amendment shall count toward the ten-year limitation. A Director who has reached or exceeded the ten-year limitation as of the effective date of this amendment may complete the Director's current term but shall thereafter be ineligible for further election or appointment, except as expressly permitted herein. Any vacancy shall be filled in accordance with these Bylaws.

Section 8.1 Committees in General

No person shall serve as a member of the same standing committee of the Association for more than ten (10) years in the aggregate, whether consecutively or intermittently. All periods of service commencing on or after May 26, 2006, the date the Declaration was recorded in the Public Records of Manatee County, shall be included in calculating such limitation. No person shall be eligible for appointment or reappointment to a term of committee service if completion of such term would cause the person's aggregate service on that committee to exceed ten (10) years.

For purposes of this Section, a standing committee shall mean a committee established by the Board to perform continuing functions, as distinguished from a temporary or special committee established for a specific purpose or limited duration. The Executive Committee of the Board of Directors established pursuant to Section 5.19 shall not constitute a standing committee for purposes of this limitation. Service limitations shall be calculated separately for each standing committee and independently of any service on the Board of Directors or any other committee.

Service shall be calculated cumulatively according to actual dates of service, including partial terms. Service preceding the effective date of this amendment shall count toward the ten-year limitation.

Notwithstanding the foregoing, a person otherwise ineligible solely by reason of the service limitation may be temporarily appointed or retained on a standing committee only where the committee consists of three (3) members and an existing or impending vacancy would reduce its membership below three (3), no eligible and willing replacement is available, and the recruitment, documentation, approval, continued outreach, and replacement requirements set forth in Section 5.7 have been satisfied, applied to the committee in lieu of the Board of Directors. Such exception shall not confer eligibility for appointment or reappointment to a regular committee term. Any committee member determined to have reached or exceeded the foregoing service limitation shall be ineligible for further service on that committee, except as expressly permitted herein, and shall promptly vacate the position. The Board may appoint an eligible replacement in accordance with these Bylaws.

Explanation Promotes leadership renewal and broader homeowner participation by establishing ten-year lifetime service limits for Directors and members of standing committees. Historical service counts toward eligibility, with limits calculated separately for Board service and each standing committee. Directors who have already reached the limit may complete their current terms. Narrow temporary exceptions are permitted solely to prevent Board or standing committee membership from falling below three (3), subject to documented recruitment and replacement requirements.

General Amendments Applicable to Multiple Governing Documents

1. Document Titles, Editorial, and Cross-Reference Updates

Affected Documents

- Rules and Regulations / Policies and Procedures
- Architectural Design Guidelines

Purpose Makes non-substantive revisions throughout the Rules and Regulations, Policies and Procedures and Architectural Design Guidelines to improve readability, consistency, organization, accuracy, and long-term maintainability without changing the meaning, scope, or effect of any provision.

Proposed Amendment

Throughout the Rules and Regulations / Policies and Procedures and Architectural Design Guidelines:

- Rename "**Rules and Regulations / Policies and Procedures**" to "**Rules and Regulations.**"
- Rename "**Architectural Design Guidelines**" to "**Design Guide**" and standardize references to the new title.
- Correct typographical, grammatical, punctuation, formatting, capitalization, and other non-substantive editorial inconsistencies.
- Update terminology and internal cross-references to reflect amendments adopted as part of these amendments.
- Make non-substantive revisions to page numbers, tables of contents, headings, section numbering, and other organizational elements as necessary.
- Update or add document revision dates, version numbers, and other publication information to reflect amendments adopted by the Board.
- Within the Rules and Regulations and Design Guide, replace obsolete references to specific section numbers, amendment dates, and versions with appropriate general references to the Design Guide, where doing so does not change the substantive meaning of the provision.
- Standardize references to the Declaration, Bylaws, applicable Florida law, and other governing documents.
- Correct obsolete, inaccurate, or broken cross-references.
- Make other non-substantive editorial revisions necessary to improve clarity, consistency, and readability.

Explanation This proposal makes non-substantive editorial revisions to the Rules and Regulations / Policies and Procedures and Architectural Design Guidelines to improve readability, consistency, organization, accuracy, and long-term maintainability. The amendments standardize document titles, terminology, formatting, cross-references, and organizational elements without changing the substantive rights or obligations of the Association or its members.

2. Document Governance

Affected Documents

- Rules and Regulations / Policies and Procedures
- Architectural Design Guidelines

Purpose Adds standardized governance provisions establishing each document's relationship to the Association's other governing documents, document hierarchy, amendment authority, interpretation, application of future changes in applicable law, and severability. These provisions improve consistency, reduce future maintenance, and clarify the administration and interpretation of both documents without changing their substantive standards.

Proposed Amendment Add the following section at the end of each document:

DOCUMENT GOVERNANCE

Relationship to Other Governing Documents

Rules and Regulations / Policies and Procedures:

These Rules and Regulations are adopted pursuant to the Declaration and supplement the Association's governing documents. They shall be interpreted and administered in a manner consistent with the Declaration, the Articles of Incorporation, the Bylaws, and applicable law. To the extent these Rules and Regulations restate or summarize standards contained in the Design Guide, those standards apply as provided in Section 7.2 of the Declaration.

Nothing contained in these Rules and Regulations is intended to amend, modify, or supersede the Declaration, the Articles of Incorporation, the Bylaws, or applicable law.

Architectural Design Guidelines:

The Design Guide is adopted pursuant to the Declaration and supplements the Association's governing documents by establishing standards and procedures for architectural review. It shall be interpreted and administered in a manner consistent with the Declaration, the Articles of Incorporation, the Bylaws, and applicable law.

Nothing contained in this Design Guide is intended to amend, modify, or supersede the Declaration, the Articles of Incorporation, the Bylaws, or applicable law.

Governing Document Hierarchy

Applicable federal, state, and local law controls over the Governing Documents only to the extent it preempts or conflicts with them. A law, ordinance, or regulation that merely permits an activity does not override a more restrictive provision of the Governing Documents.

Among the Governing Documents, the Declaration controls, followed by the Articles of Incorporation and then the Bylaws. The Design Guide and Rules and Regulations shall be read together and consistently with those documents. In the event of a conflict between them, the provision that more specifically addresses the subject controls.

Amendment

Rules and Regulations:

These Rules and Regulations may be amended by the Board of Directors in accordance with the Declaration, the Bylaws, and applicable law.

Design Guide:

This Design Guide may be amended by the Board of Directors in accordance with the Declaration, the Bylaws, and applicable law.

Applicability of Amendments. Amendments to this Design Guide apply as provided in Section 7.2 of the Declaration and applicable law.

Applicable Law

This document shall be interpreted, administered, and enforced in accordance with applicable federal and Florida law, as amended from time to time. To the extent any provision of this document conflicts with applicable law, applicable law shall control. References in this document to statutes, regulations, and governmental requirements include any applicable amendments, successor provisions, and renumbered provisions unless the context clearly indicates otherwise.

Interpretation

Headings are provided for convenience only and do not affect the interpretation of this document. Unless the context clearly requires otherwise, words in the singular include the plural and vice versa.

Severability

If any provision of this document is determined to be invalid, illegal, or unenforceable by a court or governmental authority of competent jurisdiction, the remaining provisions shall remain in full force and effect to the fullest extent permitted by law.

Explanation This proposal adds standardized governance provisions to both Board-adopted governing documents. The new section clarifies each document's relationship to the Association's other governing documents, clarifies how conflicts among applicable law and the governing documents are resolved, confirms the Board's amendment authority, provides rules for interpretation, incorporates future changes in applicable law, and adds a standard severability provision. These amendments are intended to improve clarity, consistency, and long-term maintainability without changing the substantive standards contained in either document.