



Property Owners Association, Inc.

POLICIES & PROCEDURES INTRODUCTION & INDEX

Covenants & Restrictions, Article III, D. (4) *The Board shall promulgate such further rules and regulations, i.e. (Policies and Procedures [P&Ps] which only help to define the covenants and restrictions contained herein) as it deems necessary.*

Additional references are cited in the individual P&Ps.

Prevailing Statute: Should these Policies & Procedures or any Arbor Lakes governing documents lag behind Florida statutory changes, the new statute takes precedent.

Severability: Should any portion of these Policies & Procedures be deemed invalid by competent legal authority, all other provisions here-in shall remain in full force.

Grandfather Clause: Decisions under prior policies remain currently valid, provided they are lawful.

Scrivener's Errors: Scrivener's errors and updated statute references may be corrected without formal amendment.

HOMES & YARDS, 11/18/2024 (13)

- Architectural Review Committee (ARC) 1-3
 - ✓ Examples Requiring ARC Approval
 - ✓ ARC Approval Not Required (List)
 - ✓ Forbidden in Arbor Lakes
- New Home & Villa Construction (Form B) 3-6
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 - Site Preparation
 - Construction Plans
 - Mailboxes
 - Additional Villa (Phase III & IV) Construction Requirements
 - Phase III (Villas) Painting Plan Map
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 - Hurricane Panels & Hurricane Shutters
 - Driveway Expansion, Patios, Trash Bin Exterior Storage Requirements
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 - ❖ Lawn Ornamentation
 - ❖ Landscaping
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 - ❖ Excluded Exterior Items
 - ❖ Villa Exterior Painting – Approximately 7 – 10 Year Rotation
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 - An Adult Community
 - Property Rentals
 - Restriction on Ownership of Multiple Lots
 - Prohibition of Sexual Offenders
 - Renters Background Check Authorization Form



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 - Additional Restrictions for Private Parties – All Community Rules also Apply
 - Borrowing Clubhouse Equipment
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 - Director Duties
 - Meetings, Minutes, & Agendas
 - Association Finances
 - Income by Cash or Checks
 - Office, Administration, Utilities
 - Facility Director Responsibilities
 - Monthly Operating Expenses Under \$1000
 - Supply & Equipment Purchases Exceeding \$1000 – Requires Board Approval
 - Hiring Contractors & Service Providers & Signing Contracts – Requires Board Approval
 - Spending From Reserves – Requires Board Approval
 - Purchase of Emergency Repairs or Replacements
 - Filing of ALPOA Documents – May be Paper or Electronic
 - Determining the Operating & Reserve Budget
 - Sales Tax, Financial Reporting, Annual Audit and Corporate Tax Preparation
 - Sales & Disposal of ALPOA Fixtures
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