

## **Brandon Brook Rules and Regulations**

1. **Commercial Vehicles** – Any vehicle with a carrying weight of 2.5 tons or more, more than 2 axles, any refrigerated units, or larger such vehicles are considered Commercial Vehicles and are not permitted in the project. All other smaller vehicles considered to be commercial will be permitted, including those with logos, advertising, decals, etc.; however, they are to be parked in the owner's driveway. **No vehicle used for commercial purposes may be parked in the street, including those allowed.**
2. **Lawn and Yard Maintenance**
  - a. Lawns must not be allowed to grow taller than six (6) inches
  - b. All lawns must be weeded, edged, weeds trimmed from adjacent houses, fences, screen rooms. No grass may be allowed to grow onto concrete areas, (i.e., sidewalks, driveways, transformer and cable boxes and guttering along the roadway).
  - c. Dead grass must be removed and replaced. (don't let it get to this point)
3. **Storage of Personal Items** – Personal items are to be stored out of sight and not left in front yards or stacked along the side of the house. This includes items such as toys, wood, fencing, garbage cans, wire, siding, etc. This does not include gym sets, basketball hoops, swing sets, etc. If you do not have a fence, do not store items in your back yard where neighbors have to view them.
4. **General Maintenance of Your Home** – The exterior of your home must be free of mildew, stains, chipped or peeling paint, oil or rust stains in the driveway, broken windows, signs, etc. **Mailboxes** must be in good repair. They are required by the U.S. Post Office to have a red flag. You may upgrade your mailbox; however, you must have **approval from the architectural committee** prior to installing an unusual-type mailbox, constructing a frame, or painting your mailbox.
5. **Parking** – All vehicles must be parked in designated parking areas as described in your documents. Vehicles are to be parked in the owner's driveway, garage or street. No vehicle may be parked on any grass surface, including the yard, sidewalk or the easement area between the sidewalk and street. If you park in the street, **DO NOT** park directly across from another vehicle making passage impossible for traffic. Vehicles parked illegally may be subject to towing at their owner expense. Travel Trailers, Motor Homes, Campers, Boats, Boat trailers and utility trailers will not be parked in the Community unless they can be parked in garage out of sight.
6. **Animal Nuisances**
  - a. Any animal owner who walks their animal is responsible for the **immediate** removal of any waste left by the animal. It is a violation of Hillsborough County Ordinances and you may be fined. Homeowners are encouraged to report pet owners who violate this rule.

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- b. Any dog that is allowed to run free without a leash will be reported to the Animal Control office and the owner will be subject to a fine by Hillsborough County. All animals must be on a leash when not on their owner's property.
  - c. Any animal that is a repetitive nuisance to others will be reported. Do not allow your animal to bark, howl or run loose. Within the Brandon Brook documents, the board of directors has the right to permanently remove any animal that is a nuisance to others.
7. **Trash Pick-Up** – At the time of the writing of this document, the scheduled pick up days are as follows: Monday – Household trash and Recycling, Thursday – Household trash and Lawn Waste. **Do not put yard waste out for pickup any earlier than 6 p.m. on Wednesday evening (the evening prior to pickup).**
8. **Violation Letter Protocol** – The community will be reviewed every two weeks. The procedure for violations is as follows:
  - a. The first violation letter is a warning to correct the violation.
  - b. The second violation letter is the final notice before the matter is brought to the board of directors. The board will determine the appropriate action including possible legal action.
9. **Pool Rules and Regulations**
  - \* Pool hours of operation are from 8:00 a.m. until dark. The gates will be locked and no admittance after hours.
  - \* Members are allowed up to 4 Guests.
  - \* Parties are permitted with adult supervision, upon making a request in writing, to the HOA Board.
  - \* Homeowners are responsible for any damage incurred by family members or Guests.
  - \* All trash will be placed in receptacles provided.
  - \* No one under 14 years old will be allowed without and adult 18 years old or older.
  - \* Life saving equipment is regulated by law and is not a toy to be played with.
  - \* Keys will not be given to non-members.
  - \* No diving, dunking, running or horseplay permitted.
  - \* No glass containers allowed in pool area.
  - \* No bicycles, skates, skateboards or scooters allowed in pool area.
  - \* No alcoholic beverages allowed in recreation area.
  - \* No pets allowed in or around pool.
  - \* No loud music or noise that will disturb nearby Homeowners.
  - \* Maximum capacity 90 persons.Not adhering to the above rules can result in being barred from pool.

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## Architectural Design Standards

1. **Painting** – Prior to re-painting your home, you **MUST** obtain written architectural approval from the committee. Brandon Brook has selected a standard set of approved colors which are available for review by contacting the management office. Only pre-approved colors which are indicated on the approved color palette will be approved for use.
2. **Basketball Hoops (Permanent and Portable)** – all basketball hoops permanent or portable must be **approved by the architectural committee prior to installation.** Placement is as follows:
  - a. Permanent hoops must be installed in cement in the ground alongside the owner's driveway, with the backboard side facing the interior of the homeowner's lot. No hoop shall be installed so that the ball will be thrown toward a neighbor's adjacent yard. The hoop may not be installed any closer than halfway down the owner's driveway from the front edge of the garage wall.
  - b. Portable hoops are to be used no closer than halfway down the owner's driveway. When the portable hoops are not in use, they must be stored back against the garage wall or in the front of the garage door. **No hoop is to be placed or left near the road edge.**
  - c. No basketball backboard is to be mounted anywhere on the exterior of the homeowner's house.
3. **Fences** – All fences must be approved by the architectural committee prior to installation. All fences must be maintained for wear and tear and age as follows:
  - a. Any damaged or missing slats must be replaced as soon as possible.
  - b. Fences **shall not be installed within the 4' zero lot line easement area on any lot with Zero Lot lines.**
  - c. Fences may be painted or stained. However, **prior to doing this, you must receive approval from the architectural committee.**
  - d. Fences may be wood or vinyl and may be stockade, board on board, shadowbox or arched and will be 6 feet in height.
  - e. Fences will be set back at least 10 feet from front of house. ( See note #2 )
4. **Storage Sheds, Workshops, etc.** – Must be **approved by the Architectural Committee prior to purchasing or building any structure.** These structures must be of a permanent nature (on a cement slab or anchored down) and non-portable. They must be constructed of a non-rusting material such as aluminum or wood (no metal) and all such structures must be in the homeowner's back yard. It is permissible to be of a height taller than a fence. Colors must be **approved by the architectural committee prior to painting. No structure is allowed within a 4' zero lot line easement.**
5. **Room Additions** – Room additions on the exterior of homes, with the exception of screen enclosures around lanai or pools, are **prohibited** within Brandon Brook Community.

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**Note # 1: All exterior changes require prior approval.** If you are not sure whether your intended alteration will require prior approval, please contact the management office for confirmation. To obtain forms or additional information regarding Brandon Brook Homeowners Association please visit the community website at [www.brandonbrook.com](http://www.brandonbrook.com) or contact McNeil Management Services, Inc. by telephone at (813) 571-7100, fax (813) 689-2747) email [management@mcneilmsi.com](mailto:management@mcneilmsi.com) or by regular U.S. mail at P.O. Box 6235, Brandon, FL 33508-6004.

**Note #2:** Prior to this date, (Jan. 15, 2008), the Architectural Committee had approved fences on **Zero Lot Line** lots, to extend to the actual lot line. The Builder (Lennar Homes) had approved this when they controlled the Board. However this was not supported by the Documents of the HOA. Recently there has been several disputes between neighbors about access to the **Zero Lot Line** wall. Because of these problems, all requests after January 15, 2008 will require that the 4 foot easement adjacent to the **Zero Lot Line** wall be left open to allow the homeowner access to that side of his house for maintenance. Fences already approved under the old rules will not be required to change. However, if the fence has to be rebuilt you will be required to build by the new rules. If you have a fence built by the old rules, you are required to give the other homeowner unrestricted access to the **Zero Lot Line Wall**. **You may not lock the gate to restrict this access.**

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