



## Grand Haven Homeowners Association, Inc

C/O Keys Property Management

(321)784-8011 | 5505 N Atlantic Ave, Suite 207

Cocoa Beach, FL 32931

Dear Homeowner:

My name is Dan Schrier, and it is my pleasure to introduce myself. I am a licensed Community Association Manager with Keys Property Management who has been assigned to be your community manager.

Keys Enterprise is a small firm, which provides personalized services and strives to build solid relationships offering exceptional service to exceptional developments. We work to deliver great customer service and quality property management. We do this by maintaining open lines of communication, responding quickly to requests, having a local presence in the community, and listening earnestly to the needs of our customers.

Be sure to make all payments payable to: Grand Haven Homeowners Association, Inc. Currently Grand Haven adheres to a annual maintenance fee schedule. You may set up automatic payments on your account that will come out approximately on the 4<sup>th</sup> of the month when your assessment is due. There is a form included in your welcome package with further information about this service or you can contact our owner accounts representative at [ar@keysenterprise.com](mailto:ar@keysenterprise.com). You may also set up the payments online on the Vantaca owner's portal.

You may also make one-time payments through the portal, but the service provider does charge a convenience fee for recurring and one-time fees. This fee is charged for all credit or debit card transactions, however there is no fee when using a bank account recurring transactions. There is a fee for one-time payments using any method. In addition, if you are set up on our automatic payment and there is a change to the monthly fee, no action is needed on your part and the payment will automatically adjust in the system.

If you elect to manually mail in your monthly assessment, **please put your account number on the memo line of the check.** Please mail your payment to:

**Grand Haven Homeowners Association, Inc  
C/O Keys Property Management  
PO BOX 64625  
Phoenix, AZ 85082**

*Please do not mail payments to the Keys Property Management office, as it will only delay payment processing.*

For non-emergency inquiries you should contact our receptionist by email at [suntree@keysenterprise.com](mailto:suntree@keysenterprise.com) or by phone at (321)784-8011, or 24/7 maintenance emergencies; call our office and press the corresponding number to be connected to our answering service.

The answering service in Jacksonville, Florida will triage the call. Depending on the type of service needed, they will contact the CAM in the appropriate manner.

You may register on your community website at <https://www.keysenterprise.net/grandhaven> . The Grand Haven website is currently available. The registration is a two-part process. After you submit the registration, our administrative team will review the request and grant access, and that process can take several days. This website gives you access to meeting minutes, financials, governing documents, and other information about your community.

You may also register for Vantaca, our resident portal, at [www.keysenterprise.com](http://www.keysenterprise.com). This portal allows you to check your account payment history, make payments, create maintenance service requests, and submit address information changes along with other forms of communication to our company and the Board of Directors. You can also access the community website through the Vantaca owner's portal.

In addition to the web link, there is also an app that can be used on *IOS* and *Android* devices. The app is called *Home by Vantaca*. The app is free to download. Your log in credentials will work with the app and the online version.

If you need assistance, please do not hesitate to contact our administrative assistants at the Suntree office. Congratulations on the purchase of your new home.

Sincerely,

Dan Schrier, CAM

[dan@keysenterprise.com](mailto:dan@keysenterprise.com)

**Grand Haven Homeowners Association, Inc**

**Unit Registration Form**

**Building/Unit :** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Owner**

**Information:** Unit Owner Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

Seasonal Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Vehicles:** Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag# : \_\_\_\_\_ State: \_\_\_ Color: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag# : \_\_\_\_\_ State: \_\_\_ Color: \_\_\_\_\_

**Emergency**

**Contact:** Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Other Required**

**Information:** Home Owners Insurance Company \_\_\_\_\_ Policy #: \_\_\_\_\_

Address of Insurance Company: \_\_\_\_\_ Phone #: \_\_\_\_\_

Agent of Insurance Company: \_\_\_\_\_ Phone #: \_\_\_\_\_

*If you provide a key with a neighbor, please indicate name, unit number and phone number below:*

Name: \_\_\_\_\_ Unit: \_\_\_\_\_ Phone #: \_\_\_\_\_

**In the event of an evacuation or emergency, do you or any member of your household or individuals leasing your property require special attention?  Yes  No**

**If yes, what special attention is required?** \_\_\_\_\_

**Unit Use: Permanent Residence:**  Yes  No **Part Time Residence:**  Yes  No

**Rental:**  Yes  No

**Rental/Lease: Name of Lessee(s):** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Name of Rental Agency** \_\_\_\_\_ **Phone #** \_\_\_\_\_ **Name of Rental Agent** \_\_\_\_\_

**PREFERRED METHOD OF COMMUNICATION FORM**

Dear **Grand Haven Homeowners Association Member**,

Please update the following information and return this form to the address or email address listed below.

This information is needed to update our records and is required by the State of Florida as authorization from residents to receive email notification of Association business.

**Primary Owner's Name:** \_\_\_\_\_

**Non-Primary Owner's Name:** \_\_\_\_\_

**Unit & Street Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Additional E-mail Address:** \_\_\_\_\_

**Telephone: Home:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Additional Telephone: Home:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Additional Address:** \_\_\_\_\_

**PLEASE INITIAL TO GIVE YOUR APPROVAL –**

\_\_\_\_\_ Authorization is given to the Association/Management to email community information.

\_\_\_\_\_ Request the Association/Management to mail community information.

(Please know that the only Notices mailed if you choose the second option, will be the i.e., Budget Meeting, Special Assessments, Annual Member Meeting. Board meeting (s) for normal Association business will be posted as required and a courtesy email will be sent to those that authorized it be sent. Ref. [718.112 Bylaws.](#))

Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*\*\* email or mail this form to us\*\*\*\*\***

**Keys Property Management Enterprise**

**5505 N. Atlantic Ave, Suite 207, Cocoa Beach, FL 32931**

**Email [suntree@keysenterprise.com](mailto:suntree@keysenterprise.com)**

**KEYS PROPERTY MANAGEMENT**  
**Preauthorized Electronic Assessment**  
**Payment Services Authorization Card**

Association Name \_\_\_\_\_

Unit Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Phone Number \_\_\_\_\_

I (we) hereby authorize **Keys Property Management Enterprise, Inc.**, hereinafter referred to as MANAGER, as agent for the association named above to initiate debit entries to my (our) checking/savings account at the depository named below, hereinafter referred to as DEPOSITORY, to debit the same to such account.

---

DEPOSITORY NAME

This authority is granted in accordance with the terms and conditions of the MANAGERS Preauthorized Electronic Assessment Payment Service Agreement & Disclosure Statement receipt of which I hereby acknowledge. This authority is to remain in full force and effect until MANAGER has received written notification from me (or either of us) of its termination in such manner as to afford MANAGER a reasonable opportunity to act on it.

---

SIGNATURE (REQUIRED)

DATE

---

SIGNATURE (REQUIRED)

DATE

**ATTACH VOIDED CHECK OR DIRECT DEPOSIT FORM FROM YOUR BANK WITH THIS AGREEMENT AND SEND BOTH TO:**

**Keys Property Management Enterprise, Inc.**

**5505 N Atlantic Ave #207**

**Cocoa Beach, FL 32931**

**Or email to: AR@keysenterprise.com**

## *PLEASE RETAIN FOR YOUR RECORDS*

### *Preauthorized Electronic Assessment Payment Service Agreement & Disclosure*

Preauthorized charges to your account will be processed, when due, for the amount of your regular assessment payment. Payments so collected will be deposited to the checking/savings account of your ASSOCIATION, maintained with Community Association Banc.

There may be changes to the assessment amounts and/or due dates in accordance with the ASSOCIATION'S governing documents and applicable statutes including notification requirements of the ACH (Automated Clearing House) rules.

We reserve the right to make changes in the agreement at any time. We may cancel Preauthorized Electronic Assessment Payments at any time without cause and you can terminate this agreement at any time by giving sufficient written notice or by closing the designated accounts.

### *Preauthorized Electronic Assessment Payment Services*

What:

Keys Property Management Enterprise, Inc. offers association owners an opportunity to pay their regular association assessments using automated electronic payments. Preauthorized electronic payments mean that homeowners can pay their assessments automatically without writing checks, thus eliminating the potential for late payments. In addition, the association is assured prompt, predictable payments to help better manage funds. This program is available to all owners regardless of where they bank.

How:

The preauthorized electronic assessment payment service uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate electronic transfers from the owner's checking/savings accounts directly into the association's bank account. Funds are transferred between the 1<sup>st</sup> and 5<sup>th</sup> day of the month and appear on the owner's bank statement each month. Information regarding payments is reported to the association's management or bookkeeping company on the same day funds are deposited to the association's account.

Charges: The monthly recurring fee is run at no cost to you.

If you have questions or need further information, please call or email our Property Accountant at 321-784-8011 ext. 201 or [AR@keysenterprise.com](mailto:AR@keysenterprise.com).

# Grand Haven 2023 Assessments by Subdivision

## Assessments By Subdivision

Neighborhood	Lots	2023 Assessments	2024 Assessments	Assessment % Increase	
Total % of Increase		\$327,608.64	\$361,333.87	9.33%	
		2023 Indv. Member Assessment	2024 Assessment by Neighborhood	2024 Indv Member Assessment	Annual Increase
Chastain Manor	158	\$489.16	\$84,500.92	534.82	\$45.66
Hammock Pointe	139	\$489.16	\$74,339.41	534.82	\$45.66
Heritage Lakes	206	\$279.52	\$62,955.48	305.61	\$26.09
Sandhill Trace	105	\$419.28	\$48,133.43	458.41	\$39.13
The Preserve	31	\$489.16	\$16,579.29	534.82	\$45.66
Westfield	89	\$419.28	\$40,798.82	458.41	\$39.13
			\$327,307.35		
Chastain Gate	158	\$215.35	\$30,835.17	195.16	-\$20.19



Grand Haven Home Owners Association

Board of Directors

---

# Association Rules and Regulations

## for Grand Haven

Version 3.1

Originated by:	Grand Haven BOD	Approved:	
Date:	02/15/2021	BoD Meeting Date:	03/15/2021



## Table of Contents

1. Introduction/Scope.....	3
2. Reference Documents.....	3
3. Penalties.....	3
4. Prior Rules and Regulations .....	4
5. Rules and Regulations .....	5
5.1 Architectural Applications .....	5
5.2 Basketball Goals.....	5
5.3 Boats and Trailers Stored in Grand Haven.....	5
5.4 Cleaning of Sidewalks and Curbs .....	6
5.5 Cleaning of Houses .....	6
5.6 Concrete Landscape Curbing .....	6
5.7 Driveway/Walkway Replacements and Modifications .....	6
5.8 Driveway/Walkway Staining .....	6
5.9 Front Entryway Screen Enclosures .....	7
5.10 Decorative Shutters .....	7
5.11 Flood Lights or Motion Lights.....	7
5.12 Garbage Cans .....	7
5.13 Gutters .....	8
5.14 Landscape: “Florida Friendly” Landscaping (FFL).....	8
5.15 Landscape Replacement.....	9
5.16 Motorized Vehicles .....	9
5.17 Parking at the Park Parking Lot .....	9
5.18 Parking Vehicles on the Grass .....	10
5.19 PODS and Similar Temporary Storage .....	10
5.20 Recurring Violations .....	10
5.21 Signs.....	11
5.22 Skateboard/Scooter Restrictions .....	11
5.23 St. Johns River Management.....	11
5.24 Storage Facility/Sheds.....	12
5.25 Storm Shutters.....	13
5.26 Use of Retention Ponds.....	13

## 1. Introduction/Scope

This document defines Grand Haven's Rules and Regulations as approved by the Board of Directors.

Our association and its governing documents are intended to promote uniformity and property upkeep to improve quality of life and maintain or elevate property values. The CC&Rs and By-Laws provide for the Board of Directors to "adopt or amend previously adopted Rules and Regulations". Exhibit F lays out the "Initial Association Rules and Regulations for Grand Haven". This document is a complement to Exhibit F. Where Exhibit F and this document may come in conflict, this document shall prevail.

## 2. Reference Documents

Rules and Regulations set forth herein are subject to and subordinate to all Grand Haven Articles of Incorporation and Master Declaration of CC&Rs (except where applicable regarding Exhibit F and all Federal, State and County laws and regulations. Current references are available online at the websites of the applicable governing bodies.

Specific References authorizing the Board of Directors to set forth Rules and Regulations and to enforce them:

- Master Declaration of CC&Rs, 8<sup>th</sup> Amendment to Article VII
- Master Declaration of CC&Rs, Article X
- Exhibit C, By-Laws, Article XI

## 3. Penalties

The Board of Directors has the authority to impose fines and collect them. Fines may be levied up to \$100/day for each day of a continuing violation up to \$1000!

All additional expenses incurred by the HOA in issuing violations and collecting fines may be charged back to the owners in violation.

Fees can add up fast. If not paid, liens and foreclosure shall follow as applicable.

## 4. Prior Rules and Regulations

This document is intended to be the single source for all rules and regulations which have been adopted, amended and approved by the Board of Directors.

All previous rules and regulations, with the exception of Exhibit F, are deleted in their entirety and replaced by this document.

All improvements made to lots by the members as a result of previous rules and regulations or board approval shall be grandfathered, and members shall not be held in violation for any of these improvements, provided they can produce written evidence that approval was originally granted.

Prior improvements made to lots which are in noncompliance with these Rules and Regulations and the Associations Controlling Documents shall not be permitted to exist past their serviceable life and shall not be replaced or repaired to extend the serviceable life of the improvement. The Board of Directors, or an entity delegated by the BOD (such as a management company or committee), shall inspect all improvements to lots which are not in compliance and determine when a noncomplying improvement has deteriorated past the serviceable life of the improvement. The decision of the BODs shall be final, and appeals shall not be heard by the board.

## 5. Rules and Regulations

### 5.1 Architectural Applications

- 5.1.1 Specific References: CC&R Article IX.
- 5.1.2 All exterior alterations (including painting of exterior of the house the same color) require Board approval except where specified herein.
- 5.1.3 Architectural applications are available online in the member area of the Grand Haven website.
- 5.1.4 Applications must be complete and submitted with the attachments (paint swatches, photos, drawings, contractor information etc.) prescribed in the application.
- 5.1.5 All landscaping in the County Right of Way (the area between the street and sidewalk) shall conform to County standards, comply with County determined acceptable plantings and comply with HOA governing documents.
- 5.1.6 Some examples of projects requiring approval include exterior house paint, paving driveway, changing driveway dimensions, hurricane shutters, pools, pool enclosures, screen doors, landscaping, lanai trellises, replacing doors or windows, etc. This is not a comprehensive list.
- 5.1.7 Applications must be received five days in advance of the next Architectural Review Committee meeting to be considered for a vote at that meeting.
- 5.1.8 Failure to receive approval for an exterior alteration before making the change shall result in fines as much as \$100/day up to \$1000 per violation per Florida statute.

### 5.2 Basketball Goals

- 5.2.1 Basketball goals are allowed.
- 5.2.2 They must be stored a minimum of 25 ft. from the street.
- 5.2.3 They must remain portable and in operational condition.
- 5.2.4 They shall not be allowed to be maintained in the street, at the bottom of your driveway, or on the county right of way (the area between the street and sidewalk).

### 5.3 Boats and Trailers Stored in Grand Haven

- 5.3.1 Boats, trailers and other recreational vehicles are allowed.
- 5.3.2 They must fit completely in and be stored inside your garage. You must keep the garage door closed at all times (unless you are using your garage).
- 5.3.3 Having a boat, trailer or other such vehicle stored in your garage shall not exempt you from the prohibition of parking your cars overnight on the street.
- 5.3.4 Boats, trailers and other such vehicles may not be stored in your driveway, on the street, in your side yard, or back yard at any time (even if it is behind a fence).
- 5.3.5 Boats, trailers and other such vehicles may not be parked on the street for a period of more than eight hours. This time is intended for routine loading, unloading and cleaning.
- 5.3.6 Boats, trailers and other such vehicles may not be parked on the street in such a way as to obstruct traffic or create a hazard for children at play.
- 5.3.7 See paragraph 5.16.3 for policy accommodating early departures.

## **5.4 Cleaning of Sidewalks and Curbs**

- 5.4.1 Homeowners are responsible for keeping their driveways, aprons, sidewalks, curbs and the top portions of storm drains clean and free of mildew, rust and automotive fluids.
- 5.4.2 Each homeowner is responsible for those structures between his/her own lot and the street.

## **5.5 Cleaning of Houses**

- 5.5.1 Homeowners are responsible for keeping the exterior of their homes clean of mold, mildew, algae, rust, and dirt.
- 5.5.2 This includes the roof.

## **5.6 Concrete Landscape Curbing**

- 5.6.1 An architectural application is not required to install concrete landscape curbing provided they comply with the following guidelines:
- 5.6.2 They must be of natural concrete color.
- 5.6.3 They may not encroach on easements, common property, or the county right of way.
- 5.6.4 If the curbing varies from the above approved guidelines, you must submit an application.

## **5.7 Driveway/Walkway Replacements and Modifications**

- 5.7.1 An approved architectural application is required for any driveway replacements or modifications.
- 5.7.2 All changes to driveways, sidewalks and aprons shall comply with all state and county regulations, including but not limited to obtaining the proper building permits.
- 5.7.3 Replacements and modifications must be uniform in appearance and coordinate with the color and appearance of the surroundings. The board reserves the right to determine if selections are appropriate.
- 5.7.4 Where modifications of the driveway's dimensions are requested, the new area where the driveway/walkway meets the house may not extend past the edge of the garage or house.
- 5.7.5 Where modifications of the driveway's dimensions are requested, the new width must taper at the bottom of the driveway (where it meets the sidewalk) to join the original intersection of the driveway and sidewalk. The new area may taper out towards the house in a smooth and flowing fashion. The board reserves the right to determine if the new dimensions are appropriate.
- 5.7.6 Pavers (once your application is approved) are permitted, provided their style and color conform to existing standards of color and pattern within Grand Haven. Pavers can end at the sidewalk or at the street. The board reserves the right to determine if selections are appropriate.

## **5.8 Driveway/Walkway Staining**

- 5.8.1 Painting of driveway, sidewalk or driveway apron is prohibited.
- 5.8.2 Staining of the driveway may be allowed and requires ARC approval.
- 5.8.3 Staining of the sidewalk or driveway apron requires ARC and County approval.

## **5.9 Front Entryway Screen Enclosures**

- 5.9.1 An architectural application is required to install any entryway screened enclosure.
- 5.9.2 They are limited to the front entry way or the front porch area.
- 5.9.3 They may not extend beyond the front columns, the front porch structure, or the original front entryway concrete pad.
- 5.9.4 The frame must be either white or bronze aluminum.
- 5.9.5 The frame must be as unobtrusive as possible while maintaining structural integrity.
- 5.9.6 The screen enclosure must enhance the look of the house. The Board of Directors reserves the right to determine whether the homeowner's choice of screen enclosure constitutes an enhancement to the look of the house.

## **5.10 Decorative Shutters**

- 5.10.1 An approved architectural application is required to install any decorative shutters
- 5.10.2 They must be of appropriate size and proportion to fit the window.
- 5.10.3 They must be of a traditional shape (rectangular) and be made of either aluminum or vinyl.
- 5.10.4 Shutters may only be of one color (no multi-color shutters allowed).
- 5.10.5 The design of the shutter must be either solid in nature (no cut out designs or patterns) or they must be of a slatted design.
- 5.10.6 The color of the shutters may match the trim of your house or be a color that coordinates with the other colors of your home.
- 5.10.7 The Board of Directors reserves the right to determine whether selections are appropriate.

## **5.11 Flood Lights or Motion Lights**

- 5.11.1 An architectural application is not required to install flood lights or motion lights provided they comply with the following guidelines:
- 5.11.2 The lights shall not be installed in a manner that create a nuisance to the neighbors (i.e. they may not be of an extreme wattage, they may not shine in other homeowners' windows, lanai, yard, or pool area, and they may not create a safety hazard to drivers).
- 5.11.3 If the lights vary from the above approved guidelines, you must submit an application.

## **5.12 Garbage Cans**

- 5.12.1 Garbage cans may be stored on the exterior of the dwelling, provided they are not visible from the street, sidewalk or neighboring lot from ground level.
- 5.12.2 For lots adjoining lakes, they shall not be stored at the rear of the dwelling visible from across the lake.
- 5.12.3 Screening may be accomplished utilizing fencing or vegetation.
- 5.12.4 Garbage cans shall not be placed at the curb earlier than 5pm on the night before the scheduled pick up.
- 5.12.5 Garbage cans shall be removed from the curb no later than twelve hours after the scheduled pick up.

### **5.13 Gutters**

- 5.13.1 An approved architectural application is not required to install gutters provided they comply with the following guidelines:
  - 5.13.1.1 They must match the soffit color of the house.
  - 5.13.1.2 The Leader portion of the gutter (the portion that goes down the side of the house) matches the color of the house to be as inconspicuous as possible.
  - 5.13.1.3 Gutters abutting a pool screen enclosure or other approved screened enclosure must match the screen enclosure frame (white or bronze).
- 5.13.2 If the gutters vary from the above approved guidelines, you must submit an application.

### **5.14 Landscape: “Florida Friendly” Landscaping (FFL)**

- 5.14.1 An architectural application shall be submitted to the Board of Directors requesting the installation of FFL.
- 5.14.2 The FFL design shall be approved by the University of Florida IFAS Brevard County Extension.
- 5.14.3 The FFL design shall accomplish the nine principles of a FFL as approved by UF IFAS Brevard County Extension.
- 5.14.4 The irrigation system shall be redesigned to meet the requirements of the individual FFL areas.
- 5.14.5 The redesigned irrigation system shall be approved by the UF IFAS Brevard County Extension.
- 5.14.6 A soil sample analysis is required for each planting area in which FFL will be installed. The soil sample analysis must be prepared by the UF IFAS Brevard County Extension.
- 5.14.7 A FFL design shall be submitted separately for the front of the house and for the sides and back of the house. The FFL for the side of the home shall begin from a ten foot setback from the front corner of the home.
- 5.14.8 The FFL design for the front of the home shall provide for the retention or planting of forty percent of the turf area with Floratam grass. No other turf grass is permitted in the front yard landscape.
- 5.14.9 The Floratam turf in the front landscape shall remain in contiguous contact with neighboring lots and the side walk with a minimum turf width of three feet.
- 5.14.10 Homes which are located on a corner lot with the sidewalk running along the front and side of the home, the FFL design and installation shall meet the same criteria as for the front yard requirements.
- 5.14.11 FFL shall not be installed in the County Right of Way between the sidewalk and the street.
- 5.14.12 The installation of FFL from the ten-foot setback on the side of a home and on the rear of a home may be more extensively applied, with no requirement to maintain any turf grass. If turf grass is maintained in these areas, Bahia grass, Bermuda grass or Seashore Paspalum Grass shall be used.
- 5.14.13 Should grass turf be retained or installed on the sides and back of the home it does not have to be contiguous with neighboring lots.
- 5.14.14 The esthetic design and maintenance of the FFL shall be maintained at all times. The FFL shall not be allowed to deteriorate into a landscape dead zone.

## **5.15 Landscape Replacement**

- 5.15.1 An architectural application is not required to replace landscape provided they comply with the following guidelines:
  - 5.15.1.1 Replacing plants in an established planter bed.
  - 5.15.1.2 Replacing existing dead trees, hedges, or bushes with the same or similar plants.
  - 5.15.1.3 Replacement shall be compliant with local, county, and state ordinances and the Grand Haven Master Declaration of Covenants, Conditions, and Restrictions.
  - 5.15.1.4 No planting of invasive or destructive plants such as Ficus trees, Brazilian peppers, and certain running bamboo. This is not a comprehensive list of invasive or destructive plants and the Board of Directors reserves the right to determine what is destructive or invasive.
- 5.15.2 If the landscaping plan varies from the above approved guidelines, you must submit an application.
- 5.15.3 All landscaping replacement in the County Right of Way (the area between the street and sidewalk) shall conform to County Standards, comply with County determined acceptable plantings and comply with HOA governing documents.

## **5.16 Motorized Vehicles**

- 5.16.1 Specific references for this regulation:
  - 5.16.1.1 Florida Statutes 316–11
  - 5.16.1.2 Brevard County Regulations 2009–13
  - 5.16.1.3 Grand Haven CC&Rs, Exhibit F(1)
- 5.16.2 Grand Haven prohibits use of “unauthorized vehicles” on common grounds and/or easements except for designated areas, such as parking lots.
- 5.16.3 Unauthorized vehicles include but are not limited to golf carts, “all-terrain vehicles”, mini bikes and motor cycles, regardless of power source.
- 5.16.4 All vehicles operated within the Grand Haven community shall be operated according to Florida Statutes.
- 5.16.5 Vehicles operated by board members and contractors engaged by the Association to perform work on Grand Haven common property are considered “authorized vehicles” and not covered by this policy. They shall be allowed to operate their vehicles in these areas while conducting Association business.

## **5.17 Parking at the Park Parking Lot**

- 5.17.1 The Park Parking lot is not intended for vehicle storage. Parking is limited to use by members and their guests while they are using the park only. Two exceptions to this rule are:
  - 5.17.2 To accommodate carpooling, cars and smaller vehicles may be parked in the park parking lot during the day provided a reservation is made in advance with the management company. Space is limited for this use. Vehicles parked without a reservation can be towed.
  - 5.17.3 To accommodate early departure, cars, boats, trailers and other such vehicles may be parked in the park parking lot on an overnight basis only, provided a reservation is made in advance with the management company. Space is limited for this use. Vehicles parked without a reservation can be towed.



## **5.18 Parking Vehicles on the Grass**

- 5.18.1 Vehicles shall not be parked on the grass anywhere in the community.
- 5.18.2 Vehicles shall not be parked on the grassy area between the sidewalk and curb.
- 5.18.3 A Code Violation shall be given for each offense and can lead to a \$100 fine per each day of offense.
- 5.18.4 Violators may also be ticketed by the Brevard County Sheriff.

## **5.19 PODS and Similar Temporary Storage**

- 5.19.1 PODS and similar storage units are allowed.
- 5.19.2 Residents must have prior permission from the management company.
- 5.19.3 They are allowed for a maximum of seven days, unless unusual circumstances dictate a longer time period. Extension requests must be submitted in writing to the management company prior to the end of the seven day window.
- 5.19.4 They shall only be allowed on the driveway.
- 5.19.5 They shall not block the sidewalk.

## **5.20 Recurring Violations**

- 5.20.1 The CC&R's expressly prohibit various actions which are readily correctible, but which may be repeatedly committed by homeowners, family, visitors or tenants.
- 5.20.2 Among these violations are: disturbing noises (e.g. barking dogs or loud music), garbage cans left outside, dog feces not picked up, overgrown lawns, etc.
- 5.20.3 A Code Violation shall be given for each offense and can lead to a \$100 fine per each day of offense.

## **5.21 Signs**

- 5.21.1 Clarification of CC&R Exhibit F (8) – No signs, advertisements, etc. shall be placed in the common areas or county right-of-ways, except for Grand Haven HOA business.
- 5.21.2 Clarification of CC&R Exhibit F (8) – No signs, advertisements, etc. shall be posted on an owner’s lot, with the exception of “for rent”, “for sale”, “garage sale” and political signs. They may be displayed by the owner or tenant on his/her lot only.
- 5.21.3 “For Sale” or “For Rent” signs may only be placed on the lot to which they pertain. The board reserves the right to determine if they are appropriate.
- 5.21.4 “Garage sale” signs shall only be posted on the lot while the garage sale is in progress.
- 5.21.5 Political signs can be placed on the lot no earlier than one month prior to Election Day and shall be removed no later than two days after Election Day.
- 5.21.6 Political signs shall not be affixed to any improvements or landscaping on the lot, are limited to one sign per candidate and shall not exceed three feet in length or height.
- 5.21.7 No flyers may be placed on doorknobs, mailboxes, etc., except for Grand Haven HOA business.
- 5.21.8 Commercial vehicles or vehicles with commercial lettering can be kept in the garage with the door closed only.
- 5.21.9 Realtor “Open House” signs may be permitted at the entryway to neighborhoods provided the signs are professional in appearance and only installed immediately before and removed immediately after the open house time window.

## **5.22 Skateboard/Scooter Restrictions**

- 5.22.1 Riding a skateboard or scooter at the park on the tennis court, basketball court, or within the pavilion is prohibited.
- 5.22.2 Damage done by skateboards or scooters to community property shall be recovered directly from the responsible homeowner.
- 5.22.3 A Code Violation shall be given for each offense and can lead to a \$100 fine per each day of offense.
- 5.22.4 Violators may also be prosecuted under Brevard County ordinance.

## **5.23 St. Johns River Management**

- 5.23.1 Regarding damage or nuisance by residents to preserves, lakes and conservation areas which Grand Haven maintains on behalf of St. Johns River Management District (SJRMD), any action which results in penalties imposed to the association by SJRMD or expenses for remediation shall be passed on to the homeowner.

## **5.24 Storage Facility/Sheds**

- 5.24.1 A shed is defined as a prefabricated or onsite constructed enclosure that is used for the storage of common household commodities, tools and equipment.
- 5.24.2 Any shed to be built in Grand Haven shall comply with all Brevard County codes and ordinances, a permit shall be required before beginning of construction.
  - 5.24.3 Prior to county permit submission, an architectural application shall be submitted to the Grand Haven Board of Directors or the appropriate Architectural Review Committee requesting the installation of a shed
- 5.24.4 The application shall include the following:
  - 5.24.4.1 A site plan showing the location
  - 5.24.4.2 The intended use
  - 5.24.4.3 Architectural design showing elevations
  - 5.24.4.4 Detailed drawings and plans depicting the look and aesthetics
- 5.24.5 After construction is complete the Grand Haven Master Association requires official documentation from the county that the shed has been inspected and complies with all state, county and local ordinances
- 5.24.6 Shed structure must conform to the materials (i.e., roof shingles, stucco, etc.) and color of the house and corresponding trim
- 5.24.7 Metal and vinyl sheds are not permitted
- 5.24.8 Sheds shall be within a rear or side yard enclosed with a six-foot (6') privacy fence and the peak of the roof must be no greater than eight feet (8') in height as measured from the ground
- 5.24.9 The structure must be located a minimum of seven and ½ feet (7.5') from the property line and/or any easement on the lot and should not be visible from the street in front of the Home or if a corner lot, from the street side of the home.
- 5.24.10 The Maximum floor footprint shall be no more than 100 square feet (i.e., 10' X 10', or smaller).
- 5.24.11 Lots abutting ponds or conservation easement shall apply for shed locations that do not impede on others view of these areas. The structure should be set in a location to minimize its view and shall be approved by the Architectural Review Board during their review.
- 5.24.12 Property owners are responsible for the maintenance of all structures on their property, including the shed and any landscaping included, and approved, in the initial request.
- 5.24.13 No items may be stored outside of, or attached to the outside of, the shed. Shed doors should be kept closed and latched when not in use

## **5.25 Storm Shutters**

- 5.25.1 An architectural application is required before installing Storm (Hurricane) shutters.
- 5.25.2 Shutters and their associated hardware must not detract from the appearance of the house. The Board of Directors reserves the right to determine if the selections are appropriate.
- 5.25.3 Once installed, shutters may only be utilized (i.e. windows/doors covered up) when there is a reasonable threat of impending hazardous weather. Shutter use shall be terminated within two weeks once that threat has passed.

## **5.26 Use of Retention Ponds**

- 5.26.1 Retention Ponds (commonly referred to as “lakes”) in Grand Haven were designed and intended for storm-water management and Grand Haven is under obligation with St. John’s River Management to maintain these areas at Grand Haven Members’ expense.
- 5.26.2 For insurance purposes, use of these parcels is limited to maintenance activities only, walking behind homeowner properties along these retention ponds (lakes) is prohibited. Additionally, swimming, boating and fishing are prohibited in ANY retention pond.