

**Hickory Creek Association, Inc.  
P.O. Box 350323  
Jacksonville, Fl 32235-0323**

**GUIDELINES OF HICKORY CREEK ASSOCIATION, INC.  
FILED & RECORDED 03/23/98  
DOC#98065650 BK: 8887 PG: 2413-2438**

**Violation Enforcement Policy**

Non-Compliance observed upon inspection.

Letter requesting compliance either immediately (boat, RV, etc.) or within fourteen (14) Days from the date of the letter.

Re-inspection.

Non-Compliance observed upon re-inspection.

Final warning letter that compliance must be achieved within whatever the time limit immediate or fourteen (14) days.

Re-inspection.

Non-compliance observed upon re-inspection.

Attorney sends compliance letter. \$50.00 fee for attorney assessed to the account of the homeowner, association pays the attorneys fees and is reimbursed by homeowner. Most attorneys give thirty (30) days for compliance.

Non-Compliance observed upon re-inspection.

Attorney, Board and management decide how best to proceed.

**Collection Policy**

First of the month following due date, a "did you forget us" letter. Friendly reminder. Letter provides for fifteen days to pay.

Non-receipt of payment, a claim of lien is prepared, executed and copy mailed to the homeowner with a cover letter stating that this claim of lien will be filed against them in the event they do not pay within ten (10) days of the date of the letter. Additionally, that the account will be forwarded to an attorney for collection. All costs and fees of collection will be assessed to the homeowner.

Non-receipt of payment, claim of lien if filed. File is forwarded to attorney. Attorney sends thirty day demand letter. Board, attorney and management consult as to next step.

## POLICY ON TREE REMOVAL AND REPLACEMENT

The intent of this policy is to promote the health, safety, and welfare of the current and future members of Hickory Creek Homeowners Association by establishing minimum standards for the protection of trees within Hickory Creek in order to:

1. Improve the aesthetic appearance of our residential areas through the incorporation of trees into the landscape that will harmonize and enhance the nature and man-made environment.
2. Improve environmental quality by recognizing the numerous beneficial effects of trees upon the environment-including:
  - A. Improving air and water quality through such natural process as photosynthesis and mineral uptake.
  - B. Reducing and reversing air, noise, heat and chemical pollution through the biological filtering capacities of trees.
  - C. Promoting energy conservation through the creation of shade, thereby reducing heat gain in or out of homes.
3. Establish procedures and standards for the administration and enforcement of this policy as outlined in the Covenants, Conditions, and Restrictions (CCR), and of Board adopted policies.
4. Preserve existing natural trees.

This policy is to apply to all trees and shrubs, the trunk of which exceeds six (6) inches in diameter as measured three (3) feet from the ground. Any tree that meets the criteria of above shall not be cut down, destroyed or removed from a lot without the prior express written consent of the ARB. In the event of the clearing of lots for construction, each builder shall submit a tree survey designating the trees to be removed for approval by Declarant.

It is the policy of Hickory Creek to require a one-for-one replacement of removed trees with trees at least six (6) feet tall, or other ratio as approved by the A.R.B. Trees that were planted as additional trees to the lot prior to removal will be taken into consideration by the A.R.B.

Violation of these policies and provisions will result in an automatic fine, (Article VI, Section 4, Trees, p. 9 of CCRs). The automatic fine for unauthorized removal of trees that meet the criteria will be \$10 a day per tree until approved by the A.R.B. at a regular scheduled meeting.

Adopted by the Board of Directors on

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## YARD MAINTENANCE POLICY

It is the policy of the Board of Directors to encourage creativity in yard landscape design, provided that certain boundaries of accepted landscaping styles and materials, and the maintenance quality are present.

Generally, all yards must be free of weeds, underbrush, and unsightly vegetation. All yards are to be free of refuse and unsightly objects.

All yards are to be fully planted with grass, or other appropriate groundcover, such as ivy, ornamental plants, and landscape features, such as landscape islands.

The planting and maintenance of trees is encouraged, and governed by the POLICY ON TREE REMOVAL AND REPLACEMENT.

All property owners who benefit from sidewalks along their property are required to maintain the area between the sidewalk and the street in a manner similar to those standards that apply to yards.

Dead or brown areas of grass larger than four (4) square feet must be replaced by the homeowner, and smaller areas are encouraged to be replaced.

Mowing of yards is of course, mandatory, the schedule being dependent on the season. In order to maintain a neat appearance, maintenance can not be limited to just mowing, but should include edging of sidewalks, driveways, flower beds, etc., and the trimming of larger vegetation such as shrubs. All bushed and ornamental trees shall be trimmed and maintained.

Diseased or dead trees and other vegetation should be promptly removed, in order to prevent damage from falling trees and limbs, the spread of disease, and to maintain a healthy appearance, as governed by the POLICY ON TREE REMOVAL AND REPLACEMENT.

All vacant lots within established neighborhoods (those in which the majority of the lots are built upon), are required to be maintained in a manner which does not detract from surrounding properties. Standards for unbuilt lots shall include the control of underbrush, maintenance of integrity of the curb area (no dirt or grass covering curbs), prevention of the accumulation of trash and debris, and removal of dead or diseased trees.

All fences shall be kept in good repair. Rotted boards and posts shall be replaced and fences which begin to sag or waiver from a straight line shall be repaired to correct the defects. All fences shall be kept neatly trimmed of all grass and bushes.

Adopted by the Board of Directors on \_\_\_\_\_.

## **GARAGE DOOR GUIDELINES**

The following guidelines have been adopted by the Board of Directors for Hickory Creek Homeowners Association, Inc. with regards to garage doors:

1. Garage doors shall only be standard roll-up sectional doors with no more than five (5) sections, and no less than four (4) sections. One section is allowed to have windows and this is to be in the top section or next to the top section.
2. The garage door shall be constructed of wood, metal, or fiberglass to present a solid wood-like appearance. Only one door per garage opening.
3. Garage doors shall not be constructed of screen material, glass, or plexiglass.
4. Garages shall be used for the storage of automobiles and for other passive storage of materials which are compatible with the storage of automobiles.
5. No garage shall be partially or fully enclosed and/or incorporated into the heated and/or cooled living space of a dwelling, and cannot be used as an unheated and/or uncooled living space.

The association encourages the parking of automobiles in the garage to promote the safety of the vehicles, to decrease temptation from crime, and to help maintain a neat and orderly appearance of the community.

Adopted by the Board of Directors \_\_\_\_\_.

## **SATELLITE DISH GUIDELINES**

ACC approval is required before installation of a satellite dish. Please submit a completed ACC request form for approval prior to installation. The following guidelines must be met:

1. The dish can be no larger than 1 meter across (39 inches).
2. The center of the dish can be no higher than four feet from the ground.
3. The resident must have an ACC approved fence in the back yard to shield the dish from view from outside the lot.
4. Resident must submit a copy of their survey along with the ACC request form showing where the dish will sit as well as location and height of fence.
5. Issues of inability to obtain a signal within allowable tolerances according to service provider specifications will be addressed by the ACC on a case by case basis. Proper documentation of the problem must be submitted to the ACC including service provider, allowed signal tolerances, the signal achieved and the recommended solution from the service provider.