

GRAND POINTE EAST (GPE) - RULES AND REGULATIONS

August 5, 2026

These rules and regulations were established by the Board of Directors effective November 14, 2013 with updates recorded in the Change Log. Covenants and By-Laws, as well as other information, can be reviewed on GPE's website at <https://www.gpehoa.com>.

It shall be the responsibility of each owner who rents their home to provide a copy of these rules to each tenant and to assure that their rental agent does the same.

The spirit of these regulations is to provide rules as an extension of our Bylaws and Covenants so that all may recognize and respect the rights and privacy of others. All persons (homeowners and tenants) are required to adhere to these rules and regulations. Residents are responsible for any acts of their children, other family members, their friends, or guests.

1. FIREWORKS: Prohibited.

2. NOISE, RIGHTS/COMFORTS: The hours between 10:00 P.M. and 7:00 A.M. are designated as quiet time. No person shall make or permit any noise or nuisance which interferes with the rights, comforts, or convenience of other residents.

3. CONSTRUCTION NOISE: Noisy construction operations (i.e. hammering, power sawing, loud music, etc.) are to be restricted to the hours of 7:00 a.m. to sunset. Relatively quiet indoor and outdoor operations are not restricted.

4. PARKING: The HOA owned parking area opposite the clubhouse and delineated by the red paver area is for **clubhouse/pool patrons ONLY**. Overnight parking in this area is not allowed. Items such as boats, jet skis, RVs, or trailers are not allowed to be parked within the neighborhood, except for short-term parking (not to exceed 72 hours), and must first be approved by a member of the HOA Board.

5. CONSTRUCTION AND MAINTENANCE CREW AND EQUIPMENT PARKING: Construction or maintenance vehicles (including worker's personal vehicles) may park along street curbs, not block driveways nor impede traffic. There will be no overnight street parking of construction or maintenance vehicles. These vehicles must either leave the subdivision each night or be parked on the work site property. Variances to this rule must be approved by the ARC.

6. PETS: All pets must be leashed in accordance with the Leash Law of Santa Rosa County. Violations will be reported to Santa Rose County Animal Control, 850-983-4680. Owners must immediately remove and dispose of any pet excrement deposited. Pet owners assume full responsibility for behavior of their pet and any damage caused. Pets shall always be attended and not permitted to cause any nuisance or annoyance. See Pool Rules for additional pet guidance.

7. SPEED LIMIT: Twenty (20) MPH maximum speed within the community.

8. TRASH/GARBAGE PICKUP: Per HOA Covenants, one trash/garbage service will be used by all residents. The service for Grand Pointe East is currently WastePro, 850-365-1900. The intent is to provide a cost-effective service and to minimize heavy truck traffic in the subdivision. Scheduled pickup is every Thursday and Friday.

9. YARD TRASH (grass/tree/shrub limbs): The service provider will also pick up yard trash weekly on Thursday in the appropriate trash container. Tree/shrub limbs need to be bundled with twine and placed curbside for pickup no earlier than the weekend prior to the scheduled Thursday pick up. Until then, all trash and debris should be stored out of sight from the street. When placed curbside, the trash should not block sidewalks or the roadway. Any debris remaining after the pickup should be removed by the resident. Special yard trash pickup can be scheduled by contacting WastePro directly.

10. GARBAGE RECEPTACLES: Garbage cans (and basketball goals) shall not be visible from the street. They must be stored out of sight, hidden by either a wood or brick fence, or shrubbery tall and wide enough to conceal the can(s).

11. NEIGHBORHOOD WATCH: Neighborhood Watch is a program promoted and supported by the Santa Rosa County Sheriff's Department. Its premise is simple. If you notice anything in the neighborhood that seems suspicious or out of place, call the Sheriff at 911. Note details such as description of individual(s), vehicle information, license plate number, etc. You should NOT confront the individuals. Stay safe and WATCH.

12. CLUBHOUSE: The clubhouse manager email is (clubhouse@gpehoa.com) There is a refundable \$100 deposit for the use of the clubhouse. The rules and contract may be reviewed on the website: <https://www.gpehoa.com>.

13. POOL RULES

HOA Disclaimer: THERE IS NO LIFEGUARD ON DUTY. THE USE OF THE SWIMMING POOL IS AT YOUR OWN RISK. The Association and Management assume no responsibility and/or liability for accidents, injuries, or lost personal items. Rules governing use of the pool are posted in the pool area. Pool hours are 9am. to 9pm. The pool will be opened and closed at the discretion of the Board of Directors. Pool season is typically May – October.

Clubhouse Reservations: When the clubhouse is reserved, the pool remains open to owners of Grand Pointe East.

Maximum Occupancy: The maximum pool occupancy is 30 persons.

Sanitation & Health Regulations (per County Health Department):

- All persons must shower before entering the pool
- No food, drink, or animals are allowed in the pool; leashed service animals are allowed in the pool deck area. No glass containers are allowed in the pool deck area.

- Any person who is not fully-toilet trained must wear a swim diaper and fitted waterproof swim pants while in the pool.
- Suntan lotion and sunscreens must be waterproof and oil free to avoid damaging the pool filtration and water clarity systems.
- Non-swimmers and individuals needing assistance must be actively supervised.

Safety & Supervision:

- Non-swimmers and individuals needing assistance must be actively supervised by a competent, responsible person while in the pool area.
- Running, diving, pushing or horse play in the pool or on the pool deck is strictly prohibited.
- The use of floats, inflatables and pool toys must be controlled when the pool is crowded; please show courtesy to fellow swimmers.

Pool Deck Etiquette:

- No profanity or loud, disruptive behavior is allowed.
- No loud music or sound devices are permitted.
- Furniture (chairs, loungers, and tables) must remain on the pool deck and may not be removed or placed into the pool.
- Reserving chairs or loungers by leaving towels or personal items unattended is prohibited.
- All trash must be deposited in designated trash receptacles before leaving the area.
- Personal items left behind may be disposed of by the Board of Directors; the GPE HOA is not responsible for lost or abandoned items.

14. SKATEBOARDS. SCOOTERS. ROLLER SKATES AND ROLLER BLADES: No skateboards, scooters, roller skates, or roller blades are allowed at any time on clubhouse walkways and pool area.

15. ARC COMMITTEE & PROCEDURES: The committee has the authority to review and approve any planned construction, new or existing with modifications, within the GPE community. The committee is comprised of three members, all elected by the Board of Directors, to carry out the responsibility of the ARC. All plans submitted to the ARC for their review must be written and accompanied with plans/drawings/specifications (to include landscaping) in a manner detailed enough to allow the ARC to carry out their duties. The ARC reserves the right to request plans, drawings, specifications, etc., in as detailed a manner as they deem necessary. Plans must be submitted directly to one of the three ARC committee members for all new construction and/or modifications to existing properties that will materially change the appearance or design of the property. This includes significant changes to landscaping. Submissions should include the primary point of contact with a telephone number and mailing address, as well as the address of the subject property and the property owner.

Once plans are submitted, the ARC has up to 45 days to respond to any request; however, they will attempt to respond in a shorter time period if necessary. Plan approvals by the ARC are voted on and require at least two committee members to be in favor of those plans before they are approved. All requests of the ARC and all approvals by the ARC must be made in writing. ARC decisions may be appealed to the full Board of Directors for a final vote. Current ARC Committee members are identified in the HOA web site at <https://www.gpehoa.com>.

16. PRE-CONSTRUCTION MEETING: Builders are required to have a pre-construction meeting with a member of the ARC to review the applicable Rules and Regulations as well as address, placement of port-o-potties, dumpsters, parking, site maintenance, street clean up, and any other pertinent issues related to planned construction.

17. RULES INFRACTIONS-REMEDIES & PENALTIES: The Board of Directors and/or the ARC reserves the right to impose penalties, fines or require deposits prior to future planned construction as a means to enforce the rules and collect remedies against those (homeowners, builders, or contractors) who are offenders of the rules.

18. MAILBOXES:

- **Should you need to upgrade or replace your current mailbox, our covenants require that you submit a plan for the proposed project to the ARC prior to commencing. The ARC is solely responsible for approving new mailboxes.** However, the following are some guidelines as to what the ARC will approve.
- Brick, masonry, or stucco in design commensurate with the exterior design of the house and similar to those throughout the neighborhood.
- New England style polyethylene (with UV inhibitors) post which fits over a 4"x 4" treated wood post, with a built-in paper holder (per illustration). **Pre-approved styles include the [Mayne "Dover" mail post](#), or [Mayne "Charleston" mail post](#).** The box and post shall be "white" in color.

19. LANDSCAPE AND YARD MAINTENANCE:

- **Landscape Planning.** New house landscaping plans and any significant external improvements on existing properties must be approved by the Architectural Review Committee (ARC). Significant is defined as such improvements that affect the overall external appearance in a major way. Removal of trees with a diameter of 6" or more (measured at 4 feet above the ground) requires approval of the ARC. Installation of palm trees requires approval.
- **General Owner Maintenance.** Each Owner shall, at their sole cost and expense, maintain, trim, cultivate, and keep in a clean, safe, and visually appealing condition all lawns, trees, shrubs, hedges, and other landscaping

situated on their Lot (or within any designated Exclusive Use Common Area assigned to such Lot), in compliance with the standards set forth herein and as determined by the Board of Directors.

- **Turf and Lawn Care.** Lawns must be regularly mowed and edged along all sidewalk, curb and driveway boundaries. Turf grass must not exceed four (4) inches in height at any time. Lawns must be kept reasonably free of weeds, bare spots, disease, and debris. Dead, dying, or diseased turf must be promptly replaced with like turf or sod.
- **Trees, Shrubs, and Hedges.** All shrubs, bushes, hedges, and trees must be routinely trimmed, clipped, and pruned to present a neat and maintained appearance. Plantings must be pruned to prevent encroachment onto adjacent lots, common areas, sidewalks, or roadways, and must not obstruct visibility for vehicular or pedestrian traffic. Dead, diseased, or hazardous branches, shrubs, and trees must be promptly pruned or safely removed and replaced in accordance with ARC guidelines.
- **Aesthetics and Nuisances.** All yard areas visible from neighboring lots, roadways, or common areas must be kept in a neat, orderly, and attractive condition consistent with the general aesthetic standard of the Community. Yards shall not be used for the storage of grass clippings, yard waste, fallen leaves, dead vegetation, or unapproved clutter. Waste generated during landscape maintenance must be properly contained and disposed of.
- **Enforcement and Remedies.** In the event an Owner fails to maintain their landscaping in accordance with this Section after receiving written notice from the Association and a reasonable opportunity to cure, the Board shall have the right, but not the obligation, to commence fining the owner in strict accordance with Florida Statute 720.305. All costs incurred by the Association in exercising this self-help remedy, along with any applicable administrative fees and fines, shall be assessed against the lot and collected as a Special Individual Assessment pursuant to the Governing Documents.

20. TWO STORY CONSTRUCTION: Any planned two-story construction is subject to review and approval by the ARC. The ARC reserves the right to limit the finished height of the house as measured from the street/curb grade level. It is highly recommended that any second level of the house be constructed in such a way that it remains under the roof line and no second level exterior stud walls are used. The use of dormers is permitted subject to ARC approval of the materials and design.

21. VACANT LOTS: Any sections of cleared vacant lots, either fully or partially cleared, must be mowed regularly and free of debris. Any building materials, sand or fill-dirt

must be used/removed in a reasonable time as determined by the ARC or Board of Directors.

22. STORAGE SHEDS: The maximum height of a storage building is limited to 6.5 feet from the ground and square footage of 100 sq ft.

23. COVENANT COMPLIANCE AND FINING PROCESS

This process is established in strict accordance with Florida Statute 720.305. Fines or suspensions may not be imposed without at least fourteen (14) days' notice to the person sought to be fined or suspended and an opportunity for a hearing before an independent committee.

1) Step One - Violation Identified & Courtesy Notice

When a violation of the Covenants or Rules is identified, the HOA Management or Board will send a courtesy notice (via email or mail) to the homeowner. This notice will specify the violation and provide a reasonable timeframe, typically fourteen (14) days, to correct the issue without penalty.

2) Step Two – Board Vote to Levy Fine

If the violation is not corrected within the specified time, or if the same violation recurs, the Board of Directors will meet at a properly noticed board meeting to review the violation. The Board may vote to levy a fine not to exceed \$100 per day of a continuing violation, up to a statutory maximum of \$1000 total. This fine is proposed by the Board but cannot yet be applied or charged to the property

3) Step Three - Notice of Hearing

Following the Board's vote, the Board or HOA Management will send a formal written notice to the homeowner via mail/email at least fourteen (14) days prior to the scheduled hearing date. This notice will state:

- The specific nature of the violation
- The proposed fine amount determined by the Board
- The date, time and location of the hearing before the independent Compliance Committee, where the owner has the right to present evidence, testimony and legal counsel.

4) Step Four – Compliance Committee Hearing

The hearing is conducted by a Compliance Committee comprised of at least three (3) homeowners who are not officers, directors or employees of the association, nor the spouse, parent, child, brother, or sister of an officer, director or employee.

- The Committee's sole role is to vote to approve or reject the fine levied by the Board.

- If the Committee rejects the fine by a majority vote, the matter is dropped, and the fine cannot be imposed.

5) Application of Fine & Charging

If the Compliance Committee approves the proposed fine by a majority vote, the fine becomes officially imposed. The Board or HOA Management will send a final letter to the homeowner notifying them of the Committee's decision. The fine will then be recorded in the financial system as a charge against the property and becomes due.

6) Legal Intervention

If the homeowner continues to violate the Covenant after the fine is finalized, or fails to resolve the issue, the Board may instruct the HOA attorney to proceed with formal dispute resolution, which may include statutory pre-suit mediation or arbitration.

Change Log

- 11/17/2016 - Change rule 2 quiet time from 10:00pm - 9:00 am to 10:00 pm - 8:00 am. Update ARC committee members by replacing Barry Koncan for Charles Souza.
- 11/21/2016 - Change specifications for replacement mailboxes in section 20.
- 04/26/2017 - Add section 24 about the height and size of storage sheds
- 07/26/2018 - Amend the first bullet point of the 15 Pool Rules.
- 03/10/2022 - Updated ARC Members and Mailbox requirements
- 03/10/2022 - Added Covenant Compliance Process
- 6/20/2022 - Updated all quiet hours to end at 7:00 am (section 2); Updated Section 4 - Parking; Update to section 8; Update to ARC members.
- 8/5/2026 – minor revisions throughout, restated Item 23 Covenant Compliance and Fining Process, and addition of Item 19 Landscape and Yard Maintenance.