

# **BERKFORD PLACE**

## **BERKFORD PLACE HOMEOWNERS' ASSOCIATION, INC.**

### **EXTERIOR MAINTENANCE & APPEARANCE POLICY**

#### **1. PURPOSE**

To maintain community aesthetics, ensure safety, and protect property values by establishing exterior maintenance standards.

#### **2. AUTHORITY**

This policy is adopted pursuant to the Association's governing documents and Florida Statute Chapter 720.

#### **3. DRIVEWAYS**

Driveways must be clean, free of oil stains, mildew, and major cracks. Pressure washing may be required.

#### **4. MAILBOXES**

Mailboxes must be maintained in good condition, structurally sound, and display visible house numbers. Non-conforming or damaged mailboxes must be repaired or replaced.

#### **5. SIDEWALKS & WALKWAYS**

Must be free of hazards, clean, unobstructed, and without excessive staining or deterioration.

#### **6. ENFORCEMENT PROCEDURE**

Step 1: Courtesy Notice (10–14 days) Step 2: Formal Notice Step 3: Hearing (14-day notice) Step 4: Fine per Florida law

#### **7. SELF-HELP REMEDY**

The Association may perform maintenance and assess the cost to the Owner.

#### **8. SPECIAL ASSESSMENTS**

Costs incurred shall be charged as a Special Assessment and may become a lien.

#### **9. EFFECTIVE DATE**

Effective upon Board approval.

### **ADOPTED BY THE BOARD OF DIRECTORS**

President Signature:

*Jayson Hagan*

Date:

Secretary Signature:

*Christina Tribble*

Date: