

High Point Community Property Owners, Inc.

2025

Rules & Regulations

Welcome Center
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www.highpointbrooksville.net

APPENDIX

Basic Rules and Regulations (CCR's #12, Page 12)

The following recaps basic Rules and Regulations which apply to High Point residents. Rules and Regulations were **adopted by your Board of Directors on February 6, 2025** to help clarify the deed restrictions and other policies covering recreational facilities, use of common property, etc.

NOTE: UNAPPROVED STRUCTURES MAY BE REQUIRED TO BE REMOVED AND MAY RESULT IN A FINE OR FURTHER LEGAL ACTION

Burning: (Not in CCR's)

- ✓ There is to be no outside open burning. Refer to Hernando County Ordinance on burning regulations-(you must be at least 150 feet from other occupied buildings or structures).

Canoes & Kayaks: (Not in CCR's)

- ✓ Canoes and Kayaks are allowed to be stored using storage hooks on the three sides of the home (excluding the street address side of the home; i.e. the front of the house) and/or in the carport provided the usable parking space is not reduced to less than 15 feet.

Canopies & Tents: (CCR's #1 Improvements, paragraph 1 (page 6) and 5 (page 7))

- ✓ The use of a tent or canopy is allowed at the sole discretion of the Board and providing it is placed in your back yard and is removed within three days.

Community Center: (Not in CCR's)

- ✓ The Community Center may be rented for private parties. Private parties apply to both individual and private club groups. Only Association members may rent the Center.
- ✓ There are required fees and deposits for services provided. A complete listing of these fees is on the contract agreement, which *requires* Board approval.
- ✓ The Community Center is a Non-Smoking facility.
- ✓ Any club, organization or group using High Point's facilities that makes a profit shall be required to **donate 10% of their net profit** to the High Point Community Property Owners, Inc., to offset the expenses incurred by using High Point facilities (approved December 1, 2016).
- ✓ Events involving the solicitation/distribution of any product or service are prohibited unless otherwise approved by the Board of Directors.
- ✓ During 2 weeks of *August* the Community Center is **closed**. Major cleaning, repair work, etc. is done during this time period. Exceptions require Board approval.
- ✓ If you would like to request scheduling new activities or social events, please present your ideas to the Board of Directors.
- ✓ Service Animals-Only service animals are allowed in the community center.

Dog Park: (CCR's #6 Pets, page 10)

- ✓ Dog park is opened dawn to dusk, use park at your own risk.
- ✓ Dogs 26 lbs. and over must use the large dog area. Dogs 25 lbs. and under are required to use the small dog area.
- ✓ Owners are legally responsible for the behavior of their dog(s) at all times. Dogs must be leashed until inside the running area. Owners must supervise their dog(s) and **clean up after their dog(s) at all times**.
- ✓ All dogs visiting the dog park must be up to date on vaccinations & county licenses. Dogs in heat should be left home. Aggressive behavior will not be tolerated.
- ✓ Everyone under the age of 14 must be accompanied by an adult.
- ✓ Failure to follow rules can lead to loss of privileges.

**NOTE: UNAPPROVED STRUCTURES MAY BE REQUIRED TO BE REMOVED
AND MAY RESULT IN A FINE OR FURTHER LEGAL ACTION**

Fences: (CCR's #1 Improvements - 6(a-f), page 7 & 8)

- ✓ **Prohibited types of fences:** 1) Temporary Fences
2) Fences in right of ways
3) Permanent fencing beyond the front corner of the home. This applies even to homes combining a vacant lot to any improved lot.
- ✓ **Approved Fencing Material:** Two types of approved fencing material:
1) Chain link-including vinyl coated chain link
2) Solid white vinyl
- ✓ **Six types of fences allowed:**
 - 1) Decorative fences-made of solid white vinyl no shorter than 36 inches and no taller than 42 inches may be placed in front of the house no farther forward than the overhang of the front roof line of the home and may not extend farther than the width of the home.
 - 2) Patio enclosures-constructed with solid white vinyl material not to exceed 72 inches tall sited on either side or rear of the home.
 - 3) Vision barrier fences-constructed of solid white vinyl material not to exceed 72 inches tall and 24 feet long (approved on a case-by-case basis by the Board of Directors).
 - 4) Perimeter fences of solid white vinyl for homes bordering the perimeter of High Point with a height approved by the Board of Directors.
 - 5) Fences to conceal air conditioners, heat pumps, or water softeners-consisting of solid white vinyl material that must be no more than 36 inches away from the unit and no more than 60 inches in height.
 - 6) Yard fencing-using chain link or sold white vinyl fencing that must be no more than 48 inches in height. There are no side and rear property set backs for any chain link fencing installations or for white vinyl fencing installations on lots not adjacent to the golf course. For lots adjacent to the golf or street corner lots, however installation of white vinyl fencing requires 12 foot set backs. For golf course adjacent lots, the 12 foot set back is from the rear property line. For street corner lots, the 12 foot set back is from the side facing the street (not street address side).
- ✓ **Prior to fence installation the following are required:**
 - 1) Any applicable Hernando County permit or permits. (It is the responsibility of the applicant to obtain the proper permit or permits).
 - 2) A High Point Home Improvement Permit must have been completed and approved by the Board of Directors Home Improvement Committee.
- ✓ **Yard Fence Placement-Chain Link Fence-Golf Course-Adjacent and Non-Adjacent Lots**

Fences must be placed so as to begin at either the rear corner of the "Florida Room" or at the rear corner of a home. Within the applicable setbacks, they may:

- 1) extend toward the rear property line or extend to the side property line and then extend to the rear property line;
- 2) extend across the rear property line to the carport side property line and then towards the street and;
- 3) either terminate before the carport or continue to the area of the side door and extend under the carport to allow pet shelter under the carport.

No fence will be permitted that reduces the covered parking to less than the required 15 feet. The specific placement of fencing must be approved by the Board of Directors Home Improvement Committee prior to installation.

✓ **Yard Fence Placement-Solid White Vinyl Fence-Golf Course Non-Adjacent Lots**

Fences must be placed so as to begin at either the rear corner of the “Florida Room” or at the rear corner of a home. Within the applicable setbacks, they may:

- 1) extend toward the rear property line or extend to the side property line and then extend to the rear property line;
- 2) extend across the rear property line to the carport side property line and then toward the street and;
- 3) either terminate before the carport or continue to the area of the side door and extend under the carport to allow pet shelter under the carport.

No fence will be permitted that reduces the covered parking to less than the required 15 feet. The specific placement of fencing must be approved in writing by the Board of Directors Home Improvement Committee prior to installation.

✓ **Yard Fence Placement-Solid White Vinyl Fence-Golf Course Adjacent Lots**

Fences must be placed so as to begin at either the rear corner of the “Florida Room” or at the rear corner of a home. Within the applicable setbacks they may:

- 1) extend toward the rear property line or extend to the side property line and then extend to the rear property line 12 foot setback;
- 2) extend across the rear property line to the carport side property and then toward the street and;
- 3) either terminate before the carport or continue to the area of the side door and extend under the carport to allow pet shelter under the carport.

No fence will be permitted that reduces the covered parking to less than the required unobstructed 15 feet. The specific placement of fencing must be approved in writing by the Board of Directors Home Improvement Committee prior to installation.

✓ **Yard Fence Placement-Solid White Vinyl Fence-Street Corner Lots**

Fences must be placed so as to begin at either the rear corner of the “Florida Room” or at the rear corner of a home. Within applicable setbacks, they may:

- 1) extend toward the rear property line or extend to the side property line and then extend to the rear property line;
- 2) extend across the rear property line to the carport side (street side) property line set back of 12 feet and then toward the street and;
- 3) either terminate before the carport or continue to the area of the side door and extend under the carport to allow pet shelter under the carport.

No fence will be permitted that reduces the covered parking to less than the required 15 feet. The specific placement of fencing must be approved in writing by the Board of Directors Home Improvement Committee prior to installation.

Variances to these specific requirements may be considered by the Board of Directors, provided that the Board determines that this will not adversely impact any neighbors or other resident. Furthermore, approval from affected neighbors must be obtained by the applicant.

Garage Doors: (CCR's #1, Improvements 3(a), page 7)

- ✓ The garage door upon any mobile or manufactured home within High Point, including original construction as well as alterations, is not to exceed 10 feet in height.

Golf Cart Rules and Regulations: (CCR's #5(a), page 10)

- ✓ Golf carts are not permitted to be driven outside of the boundaries of the community, including any point on High Point Boulevard outside of the gatehouse, unless allowed by state law.
- ✓ All golf carts, that utilize the streets in High Point, are required to be registered with the Association, show proof of insurance, receive a five (5) digit number, and receive a registration sticker. Golf Club Members must be registered with the Golf Club, show proof of insurance, be issued a three (3) digit number, and receive a registration sticker.
- ✓ Golf carts are only to be driven on the roadways within the community during daytime hours, beginning at sunrise and ending at sunset.
- ✓ Florida House Bill 949 adds new age restrictions to operate golf carts. Florida's new golf cart law now prohibits people under the age of 18 from operating golf carts on public roads or streets unless they possess a valid learner's permit and accompanied by a licensed operator (min age 15) or a valid driver license (min age 16).
- ✓ Reckless or negligent use of Golf Carts resulting in physical injury or property damage will not be tolerated, and will result in loss of use privilege, appropriate fines and all costs of injury or damages based on the findings of investigation by Law Enforcement and/or insurance company.

High Point Request for Improvement Forms: (CCR's Improvement #1, page 6)

- ✓ To put in a new home, to make any exterior alterations, additions or changes requires a submitted High Point Request for Improvement form and approval. These include, but are not limited to, utility rooms, fences, swimming pools, pool enclosures, roof over, etc. These Request for Improvements forms are available in the office.
- ✓ You or your contractor must provide a copy of any required Hernando County Building Permit.
- ✓ Be advised all work must be completed within 120 days of the permit approval date or be subject to a possible fine and/or removal at the discretion of the Board of Directors if same was not approved by the Board. An extension may be granted by the Board of Directors.

Holiday Decorations: (CCR's #1 Improvements (11), page 9)

- ✓ Holiday Decorations shall be removed within one month after said Holiday.

Library: (Not in CCR's)

- ✓ The library is open Monday thru Sunday. Hours of use are posted on the library door.
- ✓ Please place books on return shelf provided.

Mobile/Manufactured Homes: (CCR's Limitation on Mobile Home Size, page 11)

- ✓ High Point permits only mobile/manufactured homes within its perimeter. Modular homes, stilt homes, or homes with a roof pitch greater than 5/12 are not permitted.
- ✓ Definition: A mobile or manufactured home is a transportable structure in one or more sections that is built on a chassis designed to be used with or without a permanent foundation when connected to required utilities. The chassis consists of the undercarriage and a wheel and towing hitch assembly.
- ✓ All homes may have a screen room or a Florida room equivalent. A minimum unobstructed space of 15' must be maintained as a carport unless a garage has been added.

New Homes: (CCR's #10 (a & b), page 11 & 12)

- ✓ New homes entering High Point are to be site set by an engineer or surveyor at the time of placement to ensure all setback requirements are met.
- ✓ All exterior work, including the laying of sod, (an extension may be granted by the Board of Directors) **must be completed within 120 days.** (Ensure your vendor is aware of this. You may want to include this in your contract.)
- ✓ Only new homes (not used) are permitted on unimproved lots.

- ✓ Replacements of older mobile/manufactured homes may be done with a manufactured home that is no older than five years of the current model year, new and unused.
- ✓ Home design plan may include a screen room or Florida room equivalent.
- ✓ The Board of Directors Home Improvement Committee will ensure all setback requirements are met.

Removal of damaged, deteriorated, contaminated, condemned or destroyed Mobile/Manufactured Homes: (CCR's #1, Improvements #8 & #9, page 9)

- ✓ The homeowner has a maximum of 120 days to remove, or demolish and remove debris and either replace home or restore lot to original condition. (An extension may be granted by the Board of Directors).
- ✓ The Board of Directors may consider exterior/interior conditions and the appearance of the home, odors detected from adjacent properties or common properties, or other relevant factors!
- ✓ Any mobile or manufactured homes which meet the aforementioned criteria, and after any repairs the owner may be able to make, are determined by the Board of Directors to be no longer acceptable to be kept in High Point, that home must be removed from High Point or be demolished and property restored to original condition.

Noise: Refer to Hernando County Ordinance (Noise Levels Regulations)

Parking: (CCR's #4, Use of Lots, page 9)

- ✓ Parking on lawns, empty lots or medians is not permitted. Vehicles must be parked on the driveway, under the carport, or on an approved driveway adjacent to the driveway. Vehicles parked on the median or empty lots may be towed away at the owner's expense.
- ✓ We know parking can be a problem when having a special dinner, a family party, etc. In such cases temporary parking on the lawn may be permitted, providing this is not a regular occurrence.
- ✓ Guests also may use the Community Center parking lot. If guests' vehicles are parked at the center parking lot for more than a day, please notify the office to insure they are not towed away.
- ✓ Semi-Truck cabs and trailers are not permitted to park on residential streets under Hernando County ordinances. They may not use the Community Center parking area.
- ✓ The installation of mulch or rock parking pads/driveways is no longer permitted as of 5/25/99. New driveways must be constructed of poured concrete or 4" pavers.
As of 12/06/07 upon the sale or transfer of ownership any property that has a stone or mulch driveway/pad will no longer be grandfathered in and allowed to remain. The new owner must replace stone or mulch parking pad/driveway with a poured concrete driveway or 4" pavers, which has been approved by the Association within 60 days or remove it completely within 60 days of ownership.

Pools: (CCR's #1, Improvements (paragraph 3) page 6)

- ✓ In-ground pools must be inside a screened enclosure. The screen enclosures must maintain a 10 ft setback from the property lines on all sides of the property. (No above ground pools are allowed).
- ✓ Pool owners must ensure proper draining of excess water is done in a manner, which doesn't create damage to neighboring properties. (*Please maintain pools properly to avoid complaints about foul odors or unsightliness.*)

Pool Policy for Community Pool: (Not in CCR's)

- ✓ Pool hours vary with the season depending upon air temperature and weather conditions.
- ✓ Eating or drinking in the pool area is prohibited except in the designated area.
- ✓ Glass food or drink containers are prohibited in the pool area.
- ✓ **Homeowners Pool Pass** - Pool passes are required for admittance to the pool. There is no charge for pool passes to homeowners **residing** here. (Homeowners can purchase guest pool passes for visiting **resident guests** and family members for a fee.) However, guest must be accompanied by the resident when pass is purchased. *If homeowners rent out their home, they are no longer entitled to "Free Pool Privileges" as long as the property is rented out to others.*

- ✓ **Renters Pool Pass** - Renter's pool passes are purchased for a fee and are good for the term of the lease and they are limited to only those persons approved to reside here by successfully completing the background check approval process. Approved tenants can also purchase guest pool passes for visiting friends or family members for a fee.
- ✓ **Guest Pool Pass** - A guest pass may be purchased for a fee. There is no expiration date on these passes. It is good for 10 admissions to the pool. These passes are issued only to property owners or APPROVED tenants for their visiting guests and family members.
Guest passes will NOT be issued directly to individuals claiming to be guests. The property owner or approved tenant must purchase these passes for use by their guests. These passes may be issued directly to guest only when the property owner previously made arrangements with the High Point Community Property Owners, Inc. office. Once a year each homeowner is entitled to one free guest pass if a completed fully punched pass is submitted to the HOA Office/Welcome Center.

Renters/Tenants/Occupants Reference Approval Program: (CCR's #15 Homeowners Responsibilities, (a & d), plus #2, page 12 & page 13)

- ✓ High Point, like many deed-restricted communities, requires reference checking on prospective tenants or occupants for rentals. The purpose is to enhance overall security, and prevent/reduce problem tenant situations.
- ✓ To maximize confidentiality, a professional reference-checking firm is used to investigate employment records, previous tenancy data, and credit and police records. Contact the office for more complete information about requirements and necessary forms.
- ✓ Homeowners must have prospective tenants or occupants complete the application and other forms. The prospective tenant(s)/occupants must submit a certified check, money order or cash to cover the processing fee. Depending upon circumstances background checks can take two to three weeks to complete.
- ✓ Tenants or occupants may not move into High Point until the background check is completed and approval given. Landlords are subject to fining action and tenant(s)/occupants may be evicted if this process is not followed.
- ✓ The renting/leasing of individual room(s) within a home is not allowed.

Reviewing Records: (Florida Statue 720.303 Official Records #4)

- ✓ Record reviews can be obtained within 10 days after receiving by written request only.
- ✓ "Review" copies on our equipment will incur a charge per page
- ✓ "Review" copies on parcel owner's electronics (portable) are no charge.
- ✓ If office personnel research time exceeds ½ hr., an hourly charge may be applicable.

Rules Enforcement Committee & Fining: (Not in CCR's)

- ✓ The Rules & Enforcement Committee reviews problem situations arising from violations to the Restrictions and Rules that apply to High Point. This committee serves as an independent entity (it is not made up of Board members) and makes recommendations to the Board about applicable fines or corrective action pertaining to violations. Individuals may request a hearing before the Committee to discuss violation and any fining action.

RV Storage Compound & RV Rules: (CCR's #5 Storage for Trailers, Boats, etc., page 10)

- ✓ RV & Motorized and non-motorized watercrafts, or watercraft capable of being motorized, & trailer parking at your home, that are visible, is limited to ten days at a time (30 day maximum per year) solely for the purposes of loading, unloading or repairs, with the exception of canoes and kayaks and other watercraft as determined by the Board of Directors. (see **Canoes & Kayaks**)
- ✓ Space in the RV Storage Compound is available for a **non-refundable** annual fee and a refundable fee for the gate key.
- ✓ Visiting guests with an RV may be parked and use same as a dwelling on a homeowner's lot for a period not to exceed ten (10) days with a Board of Directors approved variance.
- ✓ Spaces are issued to property owners and or approved residents and are not transferable. Residents moving out of High Point may not retain a space.

- ✓ Owners must secure their own liability and damage insurance, and provide same along with proof of ownership (current registration) for vehicles stored.
- ✓ Unauthorized vehicles, RV's, motorized and non-motorized watercrafts & trailers and incorrectly parked are subject to towing at the owner's expense.

Signs: (CCR's #9 Signs, page 11)

- ✓ Placement of For Sale or For Rent signs shall be no more than two feet from the foundation of the home. These signs shall be the step down/push in type and no greater than 25" x 18". All signs on vacant lots shall be 20' from the edge of the pavement and in the center of the lot.
- ✓ No paper, political or signs with foul language are permitted. Vendor signs must be removed within one week of finished job

Sheds: (CCR's #1 Improvements and #4 Improvements, paragraph 8, page 7)

- ✓ No freestanding sheds or other unapproved structures are allowed. Variance requests require the approval of the Board of Directors.

Solar Panels: (CCR's #1 Improvements (10), page 9)

- ✓ Solar Panels must comply with all county engineering guidelines.

Yard Sales: (Not in CCR's)

- ✓ No more than two (2) yard sales per year are allowed. Sales are limited to two (2) days each.
- ✓ You must complete a Yard Sale Request Form obtained from the office.
- ✓ Yard Sale signs are not permitted in right of way areas or medians.

Violations & Fines General Information: (CCR's #19 page 15)

- ✓ When a violation is noted a "Notice of Violation" (**1st letter**) is sent to the property owner indicating what the problem is and asking property owner to respond within 14 days.
- ✓ Violation notices applicable to rental properties are sent to the property owner, not the tenant. It is the property owner's responsibility to ensure tenants are aware of and comply with the restrictions.
- ✓ If compliance is not achieved, a "Final Notice of Violation" (**2nd letter**) is sent regular mail indicating fines will be applied should compliance not be made 10 days after the date of the letter.
- ✓ A letter (**3rd letter**) sent regular mail and certified mail advising that the property owner has a right to a hearing and must request such hearing within 2 weeks on the date of the letter; if not, it will be otherwise assumed the property owner(s) has given up their right for such a hearing. The following fines typically apply for restriction violations. (**CCR's #19 Violations, page 15, aggregate \$2500.00**)
- ✓ A letter (**4th letter**) sent regular mail and certified mail is generated advising of said fine if the property owner did not respond.

Rule #1: Failure to remove unapproved structures, improvements, unapproved permits, etc.: \$250. per day until compliance is achieved. (Max fine \$2,500.)

Rule #2: Unapproved Parking on Lawns/Vacant Lots: \$250. per occurrence. (Max fine \$2,500.)

Rule #3: Storage of trailers, motorized watercrafts & trailers, etc.:

- Failure to remove unauthorized vehicles at your home is subject to a \$250. per day fine until compliance is achieved. (Max fine \$2,500.)
- Failure to remove improperly stored vehicles in the RV/Storage Compound are subject to a \$250.00 per day fine until compliance is achieved. (Max Fine \$2,500.) Owners must secure their own liability and damage insurance, and provide same along with proof of ownership to store an item in the RV/Storage Compound.
- Unauthorized vehicles, RV's, motorized watercrafts & trailers or vehicles, RV's and motorized watercrafts & trailers incorrectly parked in the RV/Storage Compound are subject to towing at the owner's expense.

Rule #4: Pets/Nuisance: Failure to remove a pet: \$250. Daily fine per pet per day until compliance is met. **Unleashed pets:** \$250. Per occurrence; **Failure to remove dog feces:** \$250. Per occurrence. **Unleashed pet roaming area & feces:** \$250. Per occurrence. (Max fine \$2,500.)

Rule #5: Care & Maintenance of Property: \$250. Daily fine until compliance has been met and/or an hourly when a work crew is sent to clean it. (Max fine \$2,500.)

Rule #6: Laundry & Clothes Lines: \$250. Daily fine if not removed after proper notification. (Max fine \$2,500.)

Rule #7: Signs: Improper placement: \$250. Daily fine until compliance is achieved. **Unapproved sign:** \$250. Daily fine until compliance is achieved. (Max fine \$2,500.)

Rule #8: 120 days Completion of a New Home: \$250. Per day until compliance is achieved. An extension may be granted by the Board of Directors. (Max fine \$2,500)

Rule #9: Occupancy: \$250. Per day for non-compliance with High Point Community Property Owners, Inc. age restrictions, background checking & approval requirements. (Max fine \$2,500.)

Rule #10: Golf Cart Rules and Regulations: A \$250. Daily fine will be applied to a resident who has been warned and continues to violate the rules laid down by the Board of County Commissioners and High Point Community Property Owners, Inc. (Max fine \$2,500)

Rule #11: Noise Rules and Regulations: A \$250. Daily fine will be applied once a resident has been warned yet continues to violate the rules laid down by the High Point Community Property Owners, Inc. Board of Director. (Max fine \$2,500.00)

Rule #12: Unlicensed, Inoperable or Abandoned Vehicles: Stored or illegally parked in High Point are subject to a fine of \$250. Per day until removed, after legal notice has been served. (Max fine \$2,500.)

Rule #13: Condemned buildings: Failure to restore or remove damaged, destroyed or condemned buildings within stated time frame will result in a fine of \$250. Per day being applied after due legal notice. (Max fine \$2,500.)

Rule #14: Holiday decorations: Failure to remove Holiday decorations within one month shall result in a fine of \$250. Per day. (Max fine \$2,500.)

Addendum to Violations and Fines:

B. Unpaid Fines: Are subject to civil suit action 30 days after a "Final Notice" of totals due or after \$2500.00 of accumulated fines whichever occurs first.

B. Compliance: All owners and/or residents (renters, guests, etc.) must comply with all current Homeowner Association local, State and Federal Laws in regard to the use of their property.

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