



**Association of Coca Lake Homeowners, Inc.**

**NOTE ABOUT THE PROPERTY MAINTENANCE AND APPEARANCE GUIDELINES**

Your board of directors receives a number of inquiries throughout the year about exterior maintenance and repair of properties in Coca Lake. To provide clarification, avoid misunderstandings and make best use of our volunteer board's time, the following guidelines have been developed for dealing with the most common situations.

Please note that these guidelines do not take the place of our community's actual covenants and bylaws which are published on our website. Whenever there appears to be conflict between these guidelines and Coca Lake's covenants and bylaws, the covenants and bylaws will control. As always, property owners should consult the covenants and bylaws on all questions concerning exterior maintenance and the appearance of properties in Coca Lake.

Second, these guidelines will not always apply in all situations, which is why they are merely "guidelines." They do, however, reflect the consensus the board has reached over many years on the situations the guidelines address.

Finally, please remember that the guidelines, along with the covenants, are intended to promote our property values and quality of life. They are not intended to meddle but are intended to furnish guidance so that one neighbor's maintenance practices and preferences do not bear unfairly on the investments the rest of us make in our homes. Coca Lake is a covenant-protected community for a reason. Most neighbors choose to live here because property values and quality of life are protected by an active homeowners association and covenants.



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## **PROPERTY MAINTENANCE AND APPEARANCE GUIDELINES**

### **Lawn and Landscaping Care**

- 1.** Lawns/yards will be maintained in neat and orderly condition and grass will be maintained at a uniform height of no longer than 4 inches. Lawns will be edged and trimmed. Homeowners will execute prompt removal of leaves (including those that line the curb/along the road), grass clippings (including clippings blown into the street when mowing), broken limbs, dead or dying trees or shrubs, weeds and other debris.
- 2.** Leaves, pine straw and other debris will be removed from roofs as needed.
- 3.** Foundation planting and shrubbery or vegetation along foundations of any home or approved outbuilding shall not obstruct views of windows or doors. Exceptions may be considered for “specimen plants” such as Japanese Maples or Evergreens.
- 4.** Shrub and flower beds will be clearly defined, free of weeds and invading grass. Approved mulch, stone or pine straw or ground cover will be used in all beds.
- 5.** Shrubby will be trained or trimmed so as not to appear unmanaged or excessively high. All weeds, vines or other “volunteer” plants of a different species will be removed from shrubs.
- 6.** Bare areas will be managed in the following ways:
  - Sod will be installed in all bare areas of the lawn.



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- All areas will be clearly defined.
  - Areas with a diameter of 6 feet or less: use of mulch, pine straw or appropriate ground cover
7. Trees or bushes at intersections or along roadways must be maintained so as not to interfere with traffic or with residents walking in the street.
  8. Dead trees will be removed.
  9. Tree stumps visible from the street or lake will be cut to ground level or ground to below ground level.
  10. Driveways will be kept clear of clutter, trash cans, yard debris and personal items. Trash cans must be removed from the road in a timely manner, and placed so that they are not visible from the road.
  11. Driveways and walkways will be periodically pressure washed or cleaned as needed. Construction or additional access entrances to lots must be closed and stabilized after construction is complete.

**Natural and Wooded Areas**

1. Natural wooded areas (excluding undeveloped lots) are defined for the purposes of these guidelines as parts of a homeowner's property that may be only moderately landscaped (if at all), and do not include a lawn, grass or flower beds that require regular care and maintenance. To qualify as a "Natural Area" species



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composition must consist of only native trees and shrubs local to this area. There may be some trees or flowering bushes.

To retain natural wooded areas in the neighborhood this section pertains to all lots where the established house site is in view of any road in the neighborhood

Other than a few estate lots “Natural Areas” are designated to areas behind homes, in between houses and or adjacent to paved roadways. **These areas can be left in their natural state if qualified by the following criteria:**

- a. The area must be wider than 25 feet
  - b. Area must be undisturbed
  - c. Area must be **contiguous** from the front to rear of the lot, not to include the county right-of-way.
- 2.** Any portion of a natural wooded area of a homeowner’s property that are visible from the road or the lake will be maintained as follows:
- Trees and shrubs with a diameter of 2 inches or less will be removed or cut flush to the ground (except for installed ornamental shrubs such as azaleas, gardenias, camellias).
  - Remaining trees will be limbed to a minimum height of 8 feet (except evergreens). Dead limbs, vines and undergrowth (weeds, brush, volunteer saplings) will be removed from trees and ground.



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**Wooded Front Yards**

1. Property located in front of a house site is not considered a Natural Area and must be kept orderly and trimmed per property maintenance and appearance guidelines. This will include upkeep and maintenance of both native and ornamental species. Guidelines for meeting these guidelines are as follows:
  - a. All trees with diameters under 2 inches should be trimmed and removed as part of normal lawn maintenance. (exceptions for installed ornamental shrubs, native flowering trees and native fruit shrubs will be permitted.)
  - b. Remaining trees in these areas should be pruned of **epicormic** and dead/dying branches at minimum height of 8 feet.
  - c. Dead limbs, vines and undergrowth (weeds, brush, volunteer saplings) will be removed.

**Residence, Fencing and Approved Outbuildings and Other Approved Exterior Structures**

1. Faded house, trim and shutter paint, rotten wood, exterior mildew, and other visible maintenance issues will be corrected promptly.
2. Roofs will not be patched if visible from the street or the lake.



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3. Only “architectural shingles” of an approved color may be used (ACC approval required)
4. Paint colors for house and trim are subject to ACC approval unless replacing “like for like”.
5. Roof flashing and roof vents will be colored or painted to match the color of the roof shingle.
6. Fencing will be periodically cleaned of mildew or treated with an approved finish.
7. Fences will be maintained or repaired as necessary to replace rotted sections or posts, to keep it straight and vertical and of a uniform appearance.
8. Fencing will be wood or decorative metal. Chain link fencing (where approved by ACC) will be exclusively black vinyl coated.

### **Decorations and Yard Art**

Defined as all types of decorations placed on a homeowner’s property (not to include bird baths and benches) or structures associated with a particular holiday or holiday season. Display of decorations should be within a reasonable time frame.

### **Permanent or Semi-Permanent Yard Art**

1. Defined as permanent or semi-permanent items not associated with a particular holiday.
2. Refer to ACC guidance for information on flags of all kinds.



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3. Homeowners are reminded to take special care to correctly display the US national colors (i.e. "American Flag"), in accordance with guidelines provided by various patriotic organizations (<https://www.usa.gov/flag>). U.S. flags which are worn, faded, tattered or otherwise in poor condition should be promptly removed or replaced.
4. A maximum number of 3 items are permitted to be visible from the nearest street.

### Mailboxes

1. Mailboxes and their supporting structure will be maintained in good repair at all times. This is the responsibility of the homeowner.
2. The actual container part of a larger mailbox will be of a standard size and fabrication that is approved for use by the US Postal Service (USPS) and will be placed and maintained at the required height and angle dictated by the USPS regulations ([www.uspo.com](http://www.uspo.com)).
3. Street address numbers will be displayed on the mailboxes and will be of sufficient contrast to be visible to approaching vehicles and pedestrians.
4. Mailboxes will be maintained to include removal of mold, staining, weeds, accumulated bird droppings and replacement of failing mortar joints.



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5. Mailboxes will be cleaned and painted when they become noticeably faded or discolored. Flags and numbers will be replaced when damaged or missing.
6. "Novelty" type mailboxes (wide mouth bass, train, car, school bus, etc.) are not permitted.