

## Sanctuary Rules and Procedures

**April 2000** The Board agreed to assume day to day management of the Association and agreed that UPI would continue financial management. The reasons cited were:

- Speed of action (2 weeks to get irrigation repairs)
- Frequency of review - property manager drives the property once per week

**June 2001** The Board agreed that (a) only licensed professionals would be retained for design or landscape services and (b) no owner in the Sanctuary (and no owner's company) would be retained for payment for any services to the Sanctuary.

**Feb 2003** The Director with RMC responsibility will review all applications. She/he can proceed on routine applications between meetings and submit for final approval at the next meeting.

**March 2003** Individually Board members may speak to owners regarding deed restriction matters "off the record" in an effort to gently gain compliance but any deed restriction letters must have the concurrence of the Board.

**May 21, 2003** The Board agreed again that the Sanctuary policy is that no tree removal may take place without a city permit and Board approval and approval will be provided only after receipt of the City permit.

**July 2003** Waive Processing fee (was \$100, was reduced to \$50) for new owners.

**Oct 13, 2004** The Association will provide routine tree trimming, irrespective of the height of the trees. This was based on legal opinion regarding the documents. Trees will be trimmed that are adjacent to homes or the sidewalks. Trees in conservation areas or on the pond bank will not be trimmed unless they pose a danger to a structure.

*"The Association's obligation is, as stated in the declaration "to trim" which includes the trees as no specific objects are included or excluded."*

**October 13, 2004** Per legal opinion the Association will not assume any responsibility for the maintenance or repair of roofs. The legal opinion was that the Board might be in violation of their fiduciary duty if association funds were spent on roofs.

*"Yes, the Board is compelled to use the Association funds only for those purposes which are defined by the Declaration. Here, the hypothetical use of Association funds for roof maintenance would be a direct violation of the Declaration since the Declaration indicates that roof maintenance is the responsibility of the Owner."*

**May 16, 2007** It Board policy that if a homeowner contracts to have a driveway replaced, and the sidewalk and apron are deemed to be in need of replacement, the Board will approve expenditure of HOA funds to have the sidewalk and apron replaced.

**August 22, 2007** The Board decided to stay with the current procedure of using US Mail as distribution rather than electronic means to notify residents of annual meetings. Newsletters, updates etc will continue by email but not statutorily required notices.. This was done to avoid neighbors missing notifications when they change email addresses, or fail to check emails.

**April 8, 2015** The Board approved a specification for the roof tile color, Sanctuary Green, as required by the CCRs. The definition for “Sanctuary Green” is PP734/04 PPG Color # 917102000004181 (Colorance Definitions B-1Y+6+1/2 – C-20+1/2 – D-13 – W-1Y+9) or equivalent.

**November 2016** The Board approved a rule to clarify Article XII, Section 15 of the Declaration of Covenants, Conditions and Restrictions of The Sanctuary at Tampa Palms for owners of side-entry garages based on comments made by Fire Inspector. These owners may park all vehicles in the driveway, not just those exceeding occupied garage spaces.

This was granted in consideration of the health and safety concerns associated with angle entry for the side-entry garages.

All other parking restrictions, specifically those in Article XII, Section 20, which in part does not allow the parking of commercial or recreational vehicles in the driveway and does not allow parking in the street or blocking the sidewalk, continue to apply.

#### **Clarifications added March 2021**

Street parking is only allowed for the following:

- Vendors and contractors working in the Sanctuary
- Owners doing work on their property requiring use of the garage and driveway
- Caregivers providing services to a resident
- Guests visiting a resident for an event.