



2024 VERONA LANDSCAPE MAINTENANCE POLICY

To the extent that the following policy is not in conflict with any restrictions on the same subject contained in the Declaration of Covenants and Restrictions for Verona at Renaissance (as amended, supplemented and modified from time to time, the “Declaration”), or any other documents governing Verona at Renaissance, the more restrictive one shall control. Similarly, no single statement in the policy stands alone and the policy will be interpreted by the Landscape Committee or the Board of Directors in its totality because later provisions in the policy may clarify or limit prior statements.

*****It is important to note that Verona is NOT a “Maintenance Free Community”. The HOA provides a basic bulk landscape maintenance service which owners can supplement with additional services at their own expense.*****

A. HOA RESPONSIBILITY

A1 A budgeted portion of your Verona at Renaissance Homeowners’ Association quarterly fees are used to mow, edge, and treat the lawns, maintain the landscape beds and shrubs, and trim the trees on the homeowner’s lot and common areas. All levels of landscape service are balanced to keep our HOA fees as low as possible while providing an attractive appearance in Verona.

A2 Plant materials originally installed by the builder are included in the maintenance program. Owner installed plants will also be included in the maintenance program as it is impossible for landscape vendors to differentiate between builder installed and owner installed plant materials. *Neither the HOA nor the HOA's landscape vendor will be responsible for any harm or damage to owner installed exotic or plant materials uncommon to Verona while performing landscape maintenance, whether newly installed or well-established.* If an owner installs a different type of mulch than is used by the HOA, the owner is responsible for the replenishment of that mulch.

A3 Homeowners may make changes of up to 10% of the plants in an existing landscape bed without submitting a Landscape Change Request. If plant changes exceed 10% of a landscape bed, the homeowner will be required to submit a Landscape Change Request (which can be found on Verona's website: www.myveronahoa.com). The HOA will not be held responsible for any harm by the landscape service company while performing landscape maintenance.

A4 As the HOA budget allows, dead plants and trees on a home-owner's lot will be replaced at the expense of the HOA, providing they were part of the original landscape package supplied by the builder. Owner installed plants and trees that have been approved by Verona's HOA Board (with documentation on file) will be eligible for replacement providing they have remained healthy and lived for at least 1-yr after installation. Any owner installed plant material that dies less than 1-yr after installation will not be replaced by the HOA. And the HOA will not replace any exotic plant/tree or any plant/tree that is uncommon, invasive, or beyond the HOA's normal budgeted amount.

If a homeowner moves an original plant or tree, or has it moved by someone else without a Landscape Change Request and HOA Board approval, the HOA will not be responsible for its replacement. The moved plant or tree (approved by HOA Board) must remain healthy and survive for at least 1-yr after moving to be eligible for replacement by the HOA if it dies.

The Landscape Committee will determine what shrubs, plants, or trees will be replaced and what replacements will be used. Plant materials are purchased in bulk to reduce costs and will be planted in a

suitable growing season (for example: not in hurricane season, in a drought, or when freeze conditions may exist).

A5 The Verona HOA is not responsible if a plant perishes due to an act of God such as a freeze, a hurricane, or a drought.

A6 Promises made by the landscape service company working for the HOA are not the responsibility of the Verona at Renaissance HOA.

B. BEDS AND EDGING

B1 Before any type of edging can be installed around landscape beds, a Landscape Change Request (which can be found on Verona's website: www.myveronahoa.com) must be submitted with a marked-up plot plan and appropriate documentation. The request must receive final approval by the Board before work commences.

B2 The HOA cannot guarantee edging won't be harmed by the landscape service company while performing standard maintenance around that edging. Cement curbing installations should be marked by flags or yellow "caution" tape for a minimum of two (2) weeks *after installation* to preclude damage from lawn maintenance equipment.

B3 A Landscape Change Request must be submitted with all required documentation and receive final approval by the Board before any mulch type is changed or rocks/ stones are installed in landscape beds or around trees.

B4 No rocks or stones may be installed without a RIGID border/edging due to the possibility of becoming projectiles. The RIGID border/edging must be at least four (4) inches to eight (8) inches high and must be around all landscape beds, plants, and trees where rock mulch is installed.

B5 Edging can be installed no closer than 18 inches (1.5 feet) to the side property line to maintain a minimum 3-foot-wide mowing area between homes. This also preserves the drainage swale installed between the homes to direct storm water run-off to the street or pond. If edging interferes with the original dripline or irrigation nozzle locations, they must be relocated at the homeowner's expense.

B6 Lawn ornaments, lawn flags, solar lights, potted plants, and figurines must be placed at least eight (8) inches behind the main landscape bed edge to avoid damage from landscape equipment. All lawn ornaments can only be placed in the MAIN landscape beds adjacent to homes.

B7 Maximum height of solar light fixtures in all landscape beds is eighteen (18) inches and solar lights cannot be spaced closer than four (4) feet apart. Solar lights must be kept straight and maintained in like new condition. All non-working solar lights must be removed.

B8 If there are more than six (6) lawn ornaments (including lawn flags, potted plants, figurines, etc.) that inhibit the maintenance of a landscape bed, the owner will become responsible for maintaining ALL plant materials in that bed, including the trimming of palm trees, robellini, shrubs, and mulching.

B9 Homeowners who place lawn ornaments, potted plants, figurines, solar lights, gutter extensions, water hoses, etc. in landscape beds, on driveways and walkways do so solely at their own risk. Neither the HOA nor the HOA's landscape vendor will be responsible for any damage to these items while performing landscape maintenance.

C. IRRIGATION

C1 Homeowners pay for their own irrigation water, but the HOA will pay to have their irrigation systems tested and repairs made as necessary.

C2 The HOA irrigation service contractor will set the appropriate watering days and times to comply with Hillsborough County Water Department regulations and water restrictions.

C3 Functioning rain sensors are required by Florida State Statute 373.62 and will be checked, maintained, and replaced as part of the HOA's maintenance program.

C4 If a homeowner changes the irrigation time on the irrigation controller and does not provide adequate irrigation water to assure the

lawn and plants survive, the HOA will not be responsible for the replacement of lawn and/or plant materials.

C5 If a homeowner does not assure that electricity is actively reaching the irrigation controller, the HOA will not be responsible for dead plant or lawn replacement.

C6 If a homeowner shuts off his or her water or if the home's water is shut off for non-payment of the bill, the HOA will not be responsible for dead plant or lawn replacement.

C7 An irrigation system may be upgraded by the homeowner to improve its performance and efficiency, but only the original equipment installed by the builder will be replaced at the HOA's cost if it fails.

C8 If a homeowner installs his or her own irrigation controller and fails to leave it unlocked, the HOA will not be responsible for dead plant or lawn replacement. All irrigation controllers should be left unlocked and NO KEYS SHOULD BE LEFT IN CONTROLLER BOXES.

C9 If a homeowner installs his or her own irrigation controller that cannot be operated manually (i.e. controller requires a special app downloaded in order to run the system), the HOA service contractor will not be able to maintain that home's irrigation system. As a result, the HOA will not be responsible for the maintenance of the irrigation system, replacement of any irrigation parts, or for dead plant or lawn replacement.

C10 Homeowners can install precast concrete donuts around their irrigation nozzles, but the donuts must be sunk into the ground, so they do not interfere with the mowing equipment. Neither the HOA nor the landscape vendor will be responsible for any damage done to these donuts. Landscape vendors will maintain around donut edging for functionality only, not for aesthetics.

C11 Homeowners who travel and/or are only part time residents MUST ensure that the house sitter (or responsible party) checks the irrigation system to ensure it has power and is operational. If no house sitting service is used, then a neighbor needs to have access to the garage in order to reset the GFI or circuit breaker which controls the irrigation

system, if needed. The HOA's current management company must have the contact info for the company or person that is responsible for monitoring the home while the owner is away.

D. REPLACEMENT OR ADDITION OF PLANTS, TREES AND LAWNS

D1 Replacement plants and trees may be smaller than those which have perished. Replacement plants and trees may not always be the same plant or tree as the builder or owner planted. The Landscape Committee, together with the HOA's landscape vendor, will determine what plants and trees will be replaced and what replacements will be used if the HOA is paying for them. Plant materials are purchased in bulk to reduce cost and planted in a suitable growing season (not in hurricane season, in a drought, or when freeze conditions may exist).

D2 Plants and trees replaced at the expense of the HOA must be classified as Florida-Friendly for USDA Grow Zone 9b. In addition, all plants and trees installed by homeowners must meet the same specifications.

D3 Invasive plants installed by the builder that perish are to be replaced with a non-invasive plant species at the Landscape Committee's discretion. Although the community already has some invasive plants on the lots, no further invasive plant species are to be planted in Verona. Any invasive species planted by a homeowner will be removed by the HOA's landscape vendor at homeowner's expense.

D4 Fruit bearing plants and trees are not allowed to be planted in Verona. Landscape plants or trees may NOT be installed on drainage or sanitary sewer easements.

D5 Homeowners cannot remove a dead plant or tree and expect the HOA to pay for a replacement. Please submit a Work Order if you expect a replacement thus allowing inspection by the Landscape Committee that the plant is dead.

D6 For safety reasons, cactus or other succulent plant varieties with sharp spines cannot be installed any closer than 10 feet from common areas, sidewalks, and driveways. Homeowners assume all liability for any injury or damage incurred from all plants with sharp spines.

D7 All lots in Verona are required to have 1, 2, or 3 shade trees on them, depending on lot size. Additional trees may be added, or trees may be replaced provided the quantity and type of approved shade trees meets Hillsborough County Development Code Sec. 6-06.

D8 ALL tree additions and removals (shade, ornamental, and palm) are allowed only after submitting a Landscape Change Request with a marked-up plot plan and required documentation that receives approval by the Board BEFORE planting. (Landscape Change Request forms can be found on Verona's HOA website, www.myveronahoa.com, under Verona HOA drop down, Landscape Committee. Landscape Change Request Forms must include the scientific names as well as the common names of the plants or trees being added and their maximum height at maturity.

D9 No palm trees may be added that will grow to be more than 40 feet at maturity or have a stem thickness rated above medium* in UF/IFAS Extension publication ENH21 "Ornamental Palms for South Florida."

D11 Palm trees planted by the builder or HOA that are diseased and/or dying will be removed as needed, but will only be replaced at the Verona Landscape Committee's discretion. Not all removed palm trees will be replaced, and some palms may instead be replaced with shade or ornamental trees. The Landscape Committee will determine which palms will be replaced and what type of self-cleaning palm will be used as a replacement. Palms are purchased in bulk to reduce costs and planted in a suitable growing season (not in hurricane season, in a drought, or when freeze conditions may exist).

D12 New or additional plants and/or trees added by the homeowner must have a mulch bed OR a rock bed with a RIGID BORDER installed around them. New trees will require a minimum 24" radius bed to prevent trunk damage from lawn maintenance equipment.

D13 Homeowner is responsible for capping irrigation zone piping before landscape renovation/addition/construction and reinstalling required irrigation after work is completed.

D14 St. Augustine turf is a basic Verona landscape feature that cannot be removed or changed to another turf variety. No grass seed can be sown on any lot or common area since St Augustine turf is only available in sod. Stones or artificial turf cannot be used to replace any turf in Verona.

D. MAINTENANCE SERVICE

E1 Verona's landscape maintenance program is administered as a bulk contract and does not include extra work a homeowner feels is needed to satisfy his/her personal preference. Homeowners who desire a more extensive landscape maintenance service are welcome to supplement this program with additional services at their own expense.

E2 No homeowner may opt out of the community-wide landscape maintenance program, as the contracted fee structure requires their quarterly contributions.

E3 Pruning and trimming of shrubs by the HOA's landscape vendor are intended to maintain a uniform appearance throughout the neighborhood, therefore no custom trimming requests are accepted.

E5 Red Reflector Program - see page 10 of policy.

E6 All service requests or concerns must be submitted in writing by completing a Work Order on the HOA's current management service's website.

E7 The Verona at Renaissance HOA landscape maintenance program only covers the lawn and plants inside the homeowners' lot lines. The Verona common area landscaping maintenance is also administered as a bulk contract and those costs come out of the quarterly HOA fees.

E8 Lawns beyond the rear lot line in Verona are maintained by the Renaissance Maintenance Association (RMA) if located on a pond or by ClubLink if located on a golf course.

F. PROPERTY MODIFICATIONS

F1 When extending a lanai or adding a swimming pool or patio, all landscape modifications and irrigation system changes are the sole responsibility of the homeowner. Once construction is complete, all landscape repairs/modifications must be completed within thirty (30) days.

F2 The homeowner is responsible for keeping sidewalk, street, driveway, and common areas clear of debris during construction so foot and/or vehicle traffic are not impeded. The homeowner is responsible to ensure garbage is removed from common areas, front yard, and street at end of each day. Homeowner is responsible for any & all damage done to adjacent neighboring properties, common areas including sidewalks and easements, and irrigation systems.

F3 Plants installed around the above modifications may be trimmed by the HOA but ineligible for replacement by HOA unless plants remain healthy and alive for at least 1-yr after plants are installed.

Funding of Verona's landscape maintenance program comes from your quarterly Homeowners' Association fees. Please understand that any Homeowners' Association (HOA) is made up of the homeowners in that community. All costs paid for by the HOA comes from you and your neighbors.

RED REFLECTOR PROGRAM

An Explanation Sheet Provided by the Verona Landscape Committee
Revised November 2023

What is the **RED REFLECTOR PROGRAM**? The “RRP” is a way for a homeowner to clearly communicate with our landscape vendor ***not to trim, prune, or fertilize shrubs, bushes, and robellini*** located within a specific bed on the owner’s property. In addition, the landscape vendor will ***not spray weeds and/or hand weed*** any bed marked by Red Reflectors.

The homeowner will assume the responsibility for trimming and pruning of all shrubs, bushes, and robellini as well as weeding in any bed that has Red Reflectors in it.

PLEASE NOTE: The landscape vendor will NOT weed, spray, fertilize, or treat any plant materials located in any bed marked by Red Reflectors.

All Queen palm trees located in that bed will continue to be trimmed, sprayed for pest, scale & disease as needed.



Proper **Red Reflectors** can be purchased at Home Depot, Ace Hardware, Lowe’s, or ordered on Amazon. **They should be placed prominently on each side and in the front of each landscape bed, so that they are easily visible from any direction.** Maximum of **3** Red Reflectors are allowed per landscape bed, if needed.

Homeowners who "opt in" to the **Red Reflector Program** must advise the Landscape Committee via email that they will participate in the **RRP** as a list will be compiled for our landscape vendor's reference. The Landscape Committee's email is: landscape@myveronahoa.com.

Once enrolled in the **RRP**, homeowners will need to notify the Landscape Committee via email if they want to "opt-out" of the **RRP**. Removing the reflectors from a bed will **NOT** result in our landscape vendor assuming responsibility for trimming or pruning shrubs, bushes, or robellini in that bed **UNTIL** the homeowner has taken care of all deferred bed maintenance at their own expense.

To avoid any confusion, reflectors should not be used for any other purpose on the property.

VERONA AT RENAISSANCE HOMEOWNERS' ASSOCIATION, INC.

Approved on January 18, 2024

Kay Karioth, President