



Orientation Booklet Rules & Regulations

***The Plantation at Leesburg
is happy to welcome you!***

Please take a few minutes to review the helpful information which is included in this booklet. The Plantation at Leesburg Official Covenants, Bylaws and Articles of Incorporation should be reviewed for a complete explanation of the information within.

The Plantation at Leesburg Homeowners, Inc.
25201 U.S. Highway 27
Leesburg, FL 34748-9099

(352) 326-1250
Fax: 352-326-9414
Internet: palhoa.com

VLG-LOT # _____

CLOSING DATE: _____

MAILBOX # _____

MAILBOX KEY# _____



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WEBSITES:

Plantation Homeowners website: www.palhoa.com

Plantation Residents Golf: <http://plantationatleesburggolf.com>



PHONE NUMBERS

H.O.A. Information

Activities Office - The Manor	326-4133
Activities Office - Ashley Hall	365-1604
Activities Office - Hermitage Hall	326-1504
H.O.A. - Administration Office	326-1250
ARC	
Manager	
Payments	
Gate Houses: North Gate	326-3575
South Gate	314-2942
Voice Mail System	319-6601/6602

On Property

Restaurant - Plantation Oaks	530-2680
Pro Shop - Golf	365-0526

Utilities

Comcast - TV	787-7875
Leesburg Utility (Water)	728-9800
Leesburg Utility (Sewer)	728-9850
Emergency	728-9830
SECO - Electric	429-2195
Waste Connections (Trash & Recycling)	323-0824
Telephone - Century Link	1-888-723-8010

Local Information

Animal Control	343-9688
FL Vehicle Registration & License	
Leesburg: 1720 N Citrus Blvd.	343-9602
FL Drivers License:	
Clermont:	253-6075
1505 Hooks St, Clermont	
Homestead Exemption	253-2154

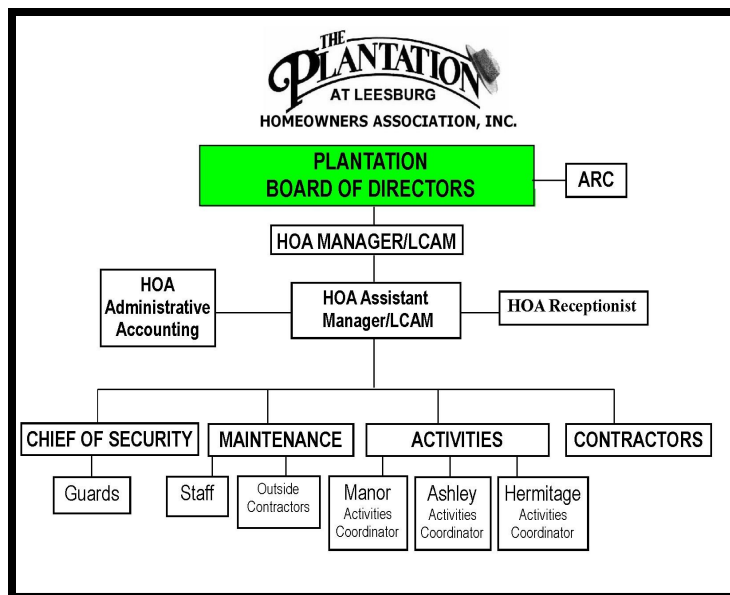
YOUR COMMUNITY ORGANIZATIONS

We are pleased to provide the following information to Plantation residents regarding your community's governing organizations.

H.O.A. (Homeowners Association)

This is the legal and official governing entity of which every homeowner is a member, and entitled to attend the meetings. The H.O.A. Board of Directors is elected by the residents and is responsible for overseeing the maintenance, operation and repair of the common areas. The Plantation at Leesburg has a full time H.O.A. manager.

Notification of the annual H.O.A. meeting is announced in the Plantation Times, on bulletin boards, and at the palhoa.com homeowners website. Audited financial statement and operating budget for the coming year are provided at that time. Other H.O.A. meetings and B.O.D. (Board of Directors) meetings are announced also.



COVENANT REVIEW

The HOA would like your assistance in maintaining The Plantation as one of the premier communities in the central Florida area.

ARTICLE VII - ARCHITECTURAL CONTROL

7.2 Architectural Review Committee:

The Board of Directors of the Association shall appoint an Architectural Review Committee which shall be responsible for reviewing and approving all proposed improvements to the Property, including but not limited to, size, type, quality, design and style of Dwelling Units, location of Dwelling Units, location and type of decorative, non-perimeter fencing or landscaping, yard ornaments and decorations, and approval of all additions or modifications to Dwelling Units. The Architectural Review Committee shall also be responsible for ensuring that Owners maintain their property in a neat and clean state of repair, as prescribed herein.

ARTICLE VIII—PROTECTIVE COVENANTS

8.2 Senior Adult Community:

It is the intention of Declarant that no Dwelling Unit shall be owned or occupied by persons under eighteen (18) years of age. Owners are permitted to have Children under eighteen (18) years of age as guests, provided such children do not reside upon the premises for a period exceeding thirty (30) days in any one (1) year.

8.5 – Parking: Please refer to the section indicated for the complete rule.

Vehicles may be parked on the paved roadway directly in front of the owner's lot for a period of no longer than **24 hours**. Boats, boat trailers, campers, motor homes and trailers are permitted to be parked outside of garages or carports temporarily for loading or unloading, but in no event for a period in excess of forty-eight (48) hours per week.

8.10 - Signs:

No signs of any type including for sale and for rent signs, shall be displayed to the public view on a lot or any portion thereof....a lot owner may display one For Sale sign in a window of a dwelling unit, which sign may not exceed eighteen (18) inches square, or three hundred twenty-four (324) square inches. All signs shall be uniform in appearance and shall conform to the specifications of the Association.

Please take down all landscape fertilization and interior and exterior renovation signs after the job has been completed.

No SOLICITING

VENDORS – Soliciting is not permitted in The Plantation. Vendors cannot go door to door while they are in The Plantation doing work for someone who has contracted with them. In the event this occurs, please contact the North Gate Guard House at 326-3575 or Administration at 326-1250 with the name and location of the vendor and, if possible, a telephone number off the ad on the side of the vehicle of the vendor doing the soliciting. Please refer to 501.022 for all rules and exceptions for not for profit organizations.

RESIDENTS – Soliciting by residents shall respect the privacy of fellow residents by not going door to door. Phone calls, sending emails, texting, etc., should be limited to residents you personally know. Distribution of the Plantation Times is permitted.

PETS

Pets: Additional reference is made in this area to encourage responsible pet ownership and awareness of the leash law. In order to maintain safety practices within the community, all pets should be kept at the side of the owner or guest on a shortened leash when walking in residential areas, sidewalks, and golf cart paths. It is suggested that owners take advantage of the nearby Pear Park dog area where their dog can exercise without a leash. Use of golf carts to walk dogs is discouraged due to safety issues. **Article 8: 8.6 ...Elimination of waste by a pet shall only be allowed on the Lot of the pet owner, and any solid waste must be immediately removed and disposed of in a garbage container on the said Lot. The Association acknowledges that pets may unexpectedly eliminate waste while being walked on streets and common areas and under such circumstances the pet owner shall immediately remove and dispose of any solid waste in a garbage container at the Lot of the pet owner. However, it will not be considered an unexpected elimination if the pet is walked at times usually associated with expected elimination of waste, such as early morning and right before dusk.**

COVENANT ENFORCEMENT PROCEDURE

Under authority provided by Florida Statute 720, the HOA will enforce delinquencies and covenant violations by the suspension of the privilege of the entry bar code. Residents who are under suspension will be required to enter the Plantation via the North and South Security Visitor lanes. In the case of covenant violations, residents will be notified by letter. If the violation isn't resolved to the satisfaction of the HOA, the violators will be notified again by letter, and will be informed of their right to a hearing by a panel of residents. In the case of delinquencies, the penalty will be lifted when an accepted payment plan is in place. For ARC violations, the penalty will be removed when the resident is compliant. For general covenant violations, the duration will be 30 days.

NOTICE TO DELINQUENT RESIDENTS

As of July 1, 2011 there has been new statutory language added to Homeowners' Associations Chapter 720.305 – Obligations of members; remedies at law or in equity; levy of fines and suspension of use rights.

720.305.2 – The association may levy reasonable fines up to \$100 per violation against any member or any member's tenant, guest, or invitee for the failure of the owner of the parcel or its occupant, licensee, or invitee to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association...

720.305.2a – An association may suspend, for a reasonable period of time, the right of a member, or member's tenant, guest, or invitee, to use common areas and facilities for the failure of the owner of the parcel or its occupant, licensee, or invitee to comply with any provision of the declaration, association bylaws, or reasonable rules of the association.

720.305.3 – If a member is more than 90 days delinquent in paying a monetary obligation due to the association, the association may suspend the rights of the member, or the member's tenant, guest, or invitee, to use the common areas and facilities until the monetary obligation is paid in full. This subsection does not apply to that portion of common areas used to provide access or utility services to the parcel. "The association can delete the bar code access and have the parcel owner, and if applicable the parcel's occupant, licensee, or invitee use the visitor access and provide their security code for access."

720.305.4 – An association may suspend the voting rights of a parcel or member for the nonpayment of any monetary obligation due to the association that is more than 90 days delinquent...

The association will notify the parcel owner and, if applicable, the parcel's occupant, licensee, or invitee by mail or hand delivery.



A.R.C. (Architectural Review Committee)

Members are appointed by the H.O.A. Board of Directors. Article VII of the Covenants and Restrictions of The Plantation at Leesburg, Purpose: In order to preserve the natural beauty and aesthetic design of The Plantation at Leesburg, and to promote the value of the property, the Property is hereby made subject to the terms and restrictions of Article VII, and every Owner agrees to be bound hereby. AS A DEED RESTRICTED COMMUNITY, ALL CHANGES TO THE EXTERIOR OF YOUR HOME OR YOUR PROPERTY MUST BE APPROVED IN ADVANCE BY THE ARCHITECTURAL REVIEW COMMITTEE (ARC). This committee is responsible for

maintaining, monitoring and executing the Architectural Guidelines as published and periodically amended. The committee meets every two weeks, with review results reported to the resident the day of the review and the signed documents available to be picked up the same day.

A separate booklet referencing all ARC guidelines is available at the Administration office and can be accessed online at www.palhoa.com> ARC Guidelines. Request forms for approval of changes or improvements are available at the Administration Office and are downloadable at www.palhoa.com> ARC Guidelines. All request forms must be completed in detail with a complete description of the proposed modifications. If you live in a 'maintained community,' please have your request reviewed by your neighborhood officers prior to submitting it to the ARC for review. Submitting this form is necessary for the ARC to review proposed modifications no matter how insignificant the change. The committee reserves the absolute right to make final determination on any homeowner's request for change or improvement to property. The ARC review of any modification request is not punitive in nature, it is for the protection and satisfaction of all residents. **After ARC approval**, all changes are subject to requirements of Lake County Building department (352) 323-9653. If a permit is required submit a copy to ARC.

Examples of modifications needing ARC approval are: tree removal (stump grinding below soil depth is required), landscaped beds modification or addition, lawn and grass changes, exterior painting, re-roofing, bird houses, yard decorations, and curbing. Rarely does the ARC deny a request for modification, in fact, when a review request is denied or tabled, the ARC offers recommendations so that the modification can meet the guidelines and be approved.

Periodic inspections of all neighborhoods are done by the ARC, and letters are sent to advise applicable residents of maintenance necessary on their property in order to adhere to the covenants and restrictions of the Plantation at Leesburg. The committee strives to maintain the integrity, architecture and uniformity of the property.

Conditions for Approval of Architectural Request

- ⇒ All improvements (changes, additions or alterations of home/lot) shall be made in compliance with The Plantation at Leesburg Homeowners Association Declaration of Covenants, Conditions, Easements and Restrictions; the Bylaws, Rules and Regulations and any Governmental Agencies with jurisdiction.
- ⇒ A copy of the **lot survey** specifying lot lines and placement of additions must be attached to the application. It is the homeowners' responsibility to obtain the necessary survey. It is the homeowners' responsibility to conform to all easements, set backs and common areas.
- ⇒ All materials must be the same as the existing structure and colors should be coordinated and have color samples attached to the application.
- ⇒ After ARC approval, it is up to the homeowner to obtain any required building permits from Lake County, submit a copy to ARC and post the ARC approval form on location with the building permit.
- ⇒ Homeowners should pick up their ARC approvals after 1 p.m. on day of meeting.
- ⇒ Homeowner is required to call "811" to have all underground pipe and wire located/marked prior to renovation.
- ⇒ Homeowner is responsible for any damage to the Common Areas and other residential areas.
- ⇒ Approval is only for the design submitted and must be completed within a 6 month time frame.
- ⇒ The Architectural Review Committee meets two times a month and applications must be submitted by **Noon on the preceding Friday**.

Architectural Review Request Form

Here is a sample ARC Request form to submit when making changes to the exterior of your property. **ALL** exterior modifications are subject to approval by the Architectural Review Committee, appointed by the HOA Board of Directors. The ARC Request Form can be picked up at the Administration Office, and is also downloadable at: www.palhoa.com.



25201 US Highway 27
Leesburg, FL 34748-9099
352.326.1250 Fax: 352.326.9414
www.palhoa.com

ARC REVIEW REQUEST FOR MODIFICATION TO PROPERTY

IMPORTANT! THIS REQUEST MUST INCLUDE A SURVEY & DETAILED DRAWINGS SHOWING MODIFICATIONS DRAWN TO SCALE

The Architectural Review Committee meets every other Wednesday- **SUBMIT REQUEST by NOON on the preceding Friday.**

(PRINT)

Conditions for Approval Listed on Back of Form

Name: _____ Date: _____

Address: _____ Section/Lot: _____

Telephone: _____ Email: _____

House Type (Check One): Block _____ Frame _____ Manufactured _____

I, the above named homeowner, am submitting a request for the following modifications to my home or lot.

* DESCRIPTION OF MODIFICATIONS AND NECESSARY DOCUMENTATION:

- ☐ **PAVERS/CURBING/BLOCKS:** Lot survey, type of material, color, patterns, dimensions, and locations.
- ☐ **SCREENING:** Lot survey, drawing of modification, location, dimension, color of frame and roof type.
- ☐ **EXTERIOR/SIDING/ROOFING/ADDITIONS:** Description, dimensions, and/or drawing of change, color and location.
- ☐ **CONCRETE PAD/DECK/POOL/SPA/PERGOLA:** Lot survey, location, dimensions, type of material, flyer, photo or drawing.
- ☐ **PAINTING:** Color of house, shutters, trim, fascia, and doors including garage.
- ☐ **LANDSCAPING/XERISCAPING/GRASS/TREE:** Lot survey, DETAILED types of plantings and locations. *(USE DIAGRAM ON BACK OF FORM)*
- ☐ **OTHER:** Include all documentation that will explain modification. Ex: flyer, photos

DETAILED DESCRIPTION OF MODIFICATION:

☐ **CONTRACTOR:** Modifications will be performed by: _____
(For your protection you should check the contractor's qualifications and verify that they are licensed and insured.)

☐ **PETITIONER(S) SIGNATURE(S):** _____ **DATE** _____

***AFTER ARC APPROVAL: PICK UP YOUR REVIEW DOCUMENTS AND YELLOW TAG AFTER 1 PM ON THE DAY OF REVIEW AT THE ADMIN OFFICE. MODIFICATIONS ARE SUBJECT TO REQUIREMENTS OF THE LAKE COUNTY BUILDING DEPARTMENT (352)-343-9663**

☐ **APPROVED** by the ARC Committee ☐ **DENIED** by the ARC Committee ☐ **TABLED** for REVIEW

COMMENTS & RECOMMENDATIONS by ARC:

MAINTAINED COMMUNITY LEADER'S INITIALS _____ **DATE** _____

AUTHORIZED ARC INITIALS _____ **DATE** _____

GUARD - GATES INFORMATION

How to contact us:

NORTH GATE.....326-3575
SOUTH GATE.....314-2942
VOICE MAIL SYSTEM.....319-6601/6602

The Guard Staff of The Plantation at Leesburg provides the following information and services concerning emergency and gate procedures.

EMERGENCY: In case of medical, fire or police emergency, please call 911. Provide them with all pertinent information, such as name, address, telephone number, circumstances, and type of help that you need. Immediately afterwards, call the north gatehouse at 326-3575. The guard will ascertain that proper notification has been made to the respective emergency service.

VISITORS: We request that you call the gatehouse via the Voicemail System to announce arrival of any visitors, in order to expedite their entry into The Plantation. They will need to produce their valid driver's license. The guard at the guardhouse will direct the visitor to your home.

PARKING: The Plantation will issue notices for traffic and parking Covenant violations to the vehicle owner.

BAR CODES: Bar code stickers are issued to PAL homeowners and renters (\$5 fee). New or replacement bar code stickers are available at the Administration Office if: you have an inoperative one, purchased a new vehicle or are a new resident. Bring your License and Vehicle Registration with you.

DO'S AND DON'TS WHEN LEAVING FOR AN EXTENDED TIME PERIOD

- 1) Set air conditioning thermostat at 80° as humidity can cause carpet to buckle.
- 2) Turn off water valves at washing machine hoses. Hoses could rupture when you are away.
- 3) Leave lawn irrigation on. Make arrangements for your lawn care while you are gone.
- 4) Do not put chlorine bleach in upper toilet tank, as it could deteriorate valve flush system.
- 5) Notify Cablevision/Satellite, Telephone, and Newspaper Office, of your vacation status if you have these services.
- 6) Notify Post-Office with forwarding address.
- 7) Check windows and door locks for good locking condition, making sure your home is secure. Make sure security pins are in place in sliding glass doors. Also, place a wood or metal stick in the track of the sliding glass doors between door and wall end of track.
- 8) Have a neighbor check your yard light and replace bulb if it burns out.
- 9) If you don't have a security system in your home, you may want to plug in a timer to turn a light/lights on and off during the evening hours.
- 10) Leave house key with a neighbor that is staying here.
- 11) Show a neighbor where the water shut off valve is, in case of emergency.
- 12) Empty refrigerator, clean out, and leave doors open. (If leaving for a long period of time).
- 13) Fill out the Plantation Times Hold Form and bring to Ashley Hall prior to leaving.
- 14) Move porch and patio furniture, BBQ, etc. inside home or against the house wall on porch. (In the event of inclement weather).
- 15) Unplug all electronic equipment from the wall, including phone lines and cable connections, to avoid possible lightning damage.

Plantation Times Hold Form

RESIDENT NAME	PHONE #	LOT #	RESIDENT ADDRESS

STOP DATE: _____

START DATE: _____

Return Completed Form to Sean at Ashley Hall

This form is for the sole purpose of withholding delivery of The Plantation Times and should not be misconstrued as anything else.



HOMEOWNERS ASSOCIATION, INC.
PRE- APPROVED (PAL) LIST

Resident's name _____

Village/Lot# _____ Telephone# _____

Address _____

Name(s) to add to Pre-approved list _____

Signature _____ Date ____ / ____ / ____

RESIDENTIAL GARBAGE STANDARDS

WASTE Connections (352-323-0824)

Office Hours: 8:00 A.M. TO 5:00 P.M. MONDAY THRU FRIDAY Your bill will be on your Property Tax Bill at the end of the year.

Garbage/Recycling pick-up is on Tuesday

Yard Waste pick-up - Wednesday

Do not put out before 5pm the day before pickup. Garbage needs to go out by **6am** the day of pickup
Garbage will be picked up no later than 6 pm.

NOTE: Do **NOT** use **RED** Colored bags for garbage, these are for Hazardous Medical waste **ONLY!**

Residential garbage and rubbish:

- Placed in standard 20 – 30 gallon trash cans or sealed bags, container weighing no more than 40 pounds.
- Boxes: flattened and bundled
- All residential waste must be placed at curbside within 3 – 5 feet of the edge of the traveled portion of the street.
- Garbage cans must have handles, tight fitting lids, be free of sharp and jagged edges, with bottoms intact.
- All broken glass should be wrapped in newspaper and placed only in a garbage can.
- Yard trash capable of being containerized should be placed in a standard garbage can or disposable container.
- Cans or bags of grass and/ or leaves should weigh no more than 40 pounds. Yard trash should be placed with household garbage for easy pick up.
- Tree limbs and waste building materials must not exceed 4 feet in length. They should be stacked parallel to each other and tied & bundled. These items should be stacked with the household trash for easier pick up.
- Trash should not be stacked over water or gas meters or under low hanging tree limbs or utility wires.
- No Hazardous Waste- Take it to the following locations:
Astatula Landfill 343-3776; Lady Lake 753-2399; and Clermont 394-5137
- No tires will be accepted. Call to arrange pick-up of appliances & electronics.
- For more info call Lake County 352.343.3776 or visit www.lakecountyfl.gov/garbage_collection

DECORATING GUIDELINES FOR VILLAGE ENTRANCES

The following guidelines provide a framework for all village entrance displays. Each individual village may decide whether or not to decorate and what to display. It is recommended that the materials used be weather resistant and substantial.

The entrance displays MAY be set in place according to the following schedule, but NO EARLIER OR LATER THAN the time frame as listed below:

7 DAYS: 4 days before the holiday - the HOLIDAY itself - 2 days following the holiday

VALENTINES' DAY (February 14)

ST. PAT'S DAY (March 17)

MEMORIAL DAY (AS OBSERVED)

INDEPENDENCE DAY (July 4th)

10 DAYS: **EASTER** - The Friday before PALM SUNDAY to 2 days following EASTER SUNDAY
If **PASSOVER** does not fall within this time frame, special observance will be allowed.

HALLOWEEN - 7 days before HALLOWEEN (October 31st)—HALLOWEEN itself—2 days following.

THANKSGIVING - 5 days before THANKSGIVING (4th Thurs. /Nov.)—THANKSGIVING itself—4 days following.

3 WEEKS: **CHRISTMAS AND HANUKAH** - 11 days before - the day of - 9 days following

SPECIAL CONSIDERATIONS:

1. No decorations covering the name of the village on the feature brick wall.
2. No damage to existing plant material or sprinkler system.
3. All decorations are to be within the plant bed areas; no decorations in the grass areas.
4. No drilling of holes into the feature brick wall.
5. Lighted displays should not overload electric circuit breakers or cover feature wall lights.
6. In the event of special circumstances, exceptions may be granted upon request to the Homeowners Association.

RESIDENTIAL WATERING SCHEDULE

Daylight Savings Time Residential Watering Schedule 2nd Sunday in March



→ **NO WATERING BETWEEN THE HOURS OF 10 AM AND 4 PM** ←
Irrigation is limited to **NO MORE THAN 2 DAYS PER WEEK**
on scheduled days per St. Johns River Water Mgt. District

TUESDAY & FRIDAY	SUNDAY & THURSDAY	WEDNESDAY & SATURDAY
ASHLAND	ARBORDALE	BELLE TERRE
BRAMPTON	BELLE GROVE	GLENDALE
CASA DEL LAGO	CHANTICLEER	GLEN EAGLE
OAK TREE	GREENTREE	GOLFVIEW
PINE HILL	LAUREL VALLEY	HERON RUN
RIVERCREST I (S.OF PAL BLV.)	LONG MEADOW	HIDDEN OAK
RIVERWALK	MANOR VIEW	MAGNOLIA POINT
SABLE RIDGE	NOTTOWAY	MULBERRY GROVE
WATERBRIDGE	RIVERCREST II (N.OF PAL BLV.)	RIVERSIDE
	SUMMERBROOKE	ROSEDOWN
	TARA VIEW	SAWGRASS

***** CITY OF LEESBURG UTILITY DEPT PHONE NUMBERS *****

CUSTOMER SERVICE, BILLING 352-728-9800 FOR HELP SETTING TIMER 352-728-9835
IN CASE OF EMERGENCY (AVAILABLE 24 HOURS) 352-728-9830

NOTICE: 1st Sunday in Nov Irrigation Days In Effect



1 DAY A WEEK WATERING RESTRICTIONS DUE TO DAYLIGHT SAVINGS TIME END
With this schedule and your cooperation we are hoping to eliminate system pressure issues.
If you need any help setting your timer, feel free to contact the City of Leesburg
Water Treatment division at: 352-728-9835. Thank you for your cooperation with this.

TUESDAY	THURSDAY	SATURDAY
ASHLAND	ARBORDALE	BELLE TERRE
BRAMPTON	BELLE GROVE	GLENDALE
CASA DEL LAGO	CHANTICLEER	GLEN EAGLE
OAK TREE	GREENTREE	GOLFVIEW
PINE HILL	LAUREL VALLEY	HERON RUN
RIVERCREST I (S.OF PAL BLV.)	LONG MEADOW	HIDDEN OAK
RIVERWALK	MANOR VIEW	MAGNOLIA POINT
SABLE RIDGE	NOTTOWAY	MULBERRY GROVE
WATERBRIDGE	RIVERCREST II (N.OF PAL BLV.)	RIVERSIDE
	SUMMERBROOKE	ROSEDOWN
	TARA VIEW	SAWGRASS

THE PLANTATION AT LEESBURG

FAQ'S (Frequently Asked Questions)

DRIVING: Observe all posted signs and speed limits. **EXIT WITH CAUTION.**

GOLF CARTS: Use cart paths, drivers must be licensed 16 yrs. old and over.

POST OFFICE-MAIL BOXES:

THE MANOR: Located in The Manor parking lot with outgoing drop box, ATM, newspapers, and an Activities bulletin board.

ASHLEY HALL: Located in the parking lot with outgoing drop box, newspapers and Activities bulletin board.

WEST SECTION: Located at Laurel Valley Rd. & Charlemagne Drive with outgoing drop box, and Activities bulletin board.

TRASH COLLECTION: Garbage and Recyclable items are collected on Tuesday. Yard waste is collected on Wednesdays. Place at the end of your driveway, not in street.

FAX's: Administration (Fax# 352-326-9414), The Manor (Fax # 352-326-1308), Ashley Hall (Fax # 352-314-1350) or Hermitage Hall (Fax # 352-326-1655) Price: \$1 per page - sending or receiving.

NOTARY: Call Ashley Hall 365-1604; The Manor 326-4133; Hermitage Hall 326-1504 or Admin. 326-1250

BORROWING: Folding tables & chairs - notify any Activities Office of your request.

FOR SALE: Bulletin boards with **resident** sale *items* located in The Manor, Ashley Hall, and Hermitage Hall & website.

HOMEOWNER'S WEBSITE www.palhoa.com: **INFORMATION & NOTICES-** Clubs, Groups, Sports, Neighborhoods, Newsletter, Maps, Covenants, ARC Guidelines etc. **TRADING POST-** items for sale by residents; **BY HOMEOWNER:** Homes listed for sale by residents.

PRIVATE PARTIES: Reserve time and date with any Activities Coordinator.

COPIES: Activities Offices: personal - 10 cents per page, 5 cents if Plantation Group/Village

GOLF: Arranged through the Pro Shop next to the Restaurant.

RESTAURANT: Lunch & Dinner menu, features a bar, and indoor and outdoor seating.

ANIMAL CONTROL: Resident concerns for Florida Wildlife, please contact Animal Control, 343-9688, they will assess your concern. Residents, Plantation Guards and Staff should not attempt to handle any situation regarding wildlife.

TELEPHONES: Local calls only at phones located in Activity Center kitchens, and copy of an updated resident directory is provided.

Sign up sheets for events/activities are located at The Manor, Ashley Hall, and Hermitage Hall outside the Activities Office. If the event is scheduled in that building, the sign up sheet will be there. If there is a charge for the event - pay upon sign-up unless specified otherwise.

Tickets for events are sold at all Activity Halls during regular business hours. **Don't wait** until the last minute to purchase tickets, especially when food is involved. When flyers are posted on bulletin boards, tickets are ready for sale. Note: Concert Series tickets are sold at Manor only.

Trips - Details at all Activity Centers. Sign up and pay at Hermitage Hall only.

"Coupon Books" offer local discounts to area restaurants, and discounts for services - available at all Activity Centers

"STYLE" magazine - features articles about the local area - available at all Activity Centers.

NEWSLETTER – THE PLANTATION TIMES: Published monthly (delivered to your door by neighborhood volunteers by the first of the month, or viewable in color online at www.palhoa.com). Contains calendar of events for all activities, community news, plus court schedules. Some Plantation neighborhoods also publish their own newsletter about their events and it is included when delivering the Plantation Times.

POPULAR ACTIVITIES TO MEET OTHER RESIDENTS: Dances, Exercise Groups, Soup & Salad Luncheons, Plantation Olympics, Card & Game Clubs, and Neighborhood Meetings/Activities. Check the Plantation Times calendar, Website: palhoa.com, and bulletin boards for details.

DANCES: Dress code - casual for most dances, shorts are acceptable for men; after Labor Day most men wear slacks. Dressy Dances: Veteran's, Christmas, New Year's Eve, and Valentine's. **Purchase tickets early, capacity limited.** Appropriate colors are worn for holidays. Halloween - costume contest. Snacks are provided, but residents usually bring some of their own snacks to share. BYOB.

FAQ'S (Frequently Asked Questions) continued...

VISITORS: Call Voicemail System if you are expecting visitors – give visitors' name and expected time of arrival.

PLANTATION SUPPORT GROUPS: Call your Activity Office for information regarding our “**PAL-HAS**” (*Plantation at Leesburg Healthy Aging Services*), Bereavement Support Group, Caregivers Support Group, Friends Transporting Friends and our Memorial Programs. You never know when you might need help.

GARAGE SALES-YARD SALES: **NOT** permitted in The Plantation at Leesburg. Items for sale may be posted on bulletin boards in all Activity Centers or submitted for listing on the **TRADING POST** section at www.palhoa.com.

OPEN HOUSES: **NOT** permitted in The Plantation at Leesburg. In lieu of open houses, the Board of Directors approved an area on the homeowners website www.palhoa.com to list homes for sale by homeowner - **BY HOMEOWNER**.

ACTIVITY CENTERS

THE MANOR: Open 6:30 am – 11 pm 326-4133 - MAIN FLOOR - Activities Office open M-Th 8am-5pm and til 4 on Fri. Wireless Internet Access, bulletin board with upcoming events, kitchen, elevator, restrooms, stage, dance floor. Ticket sales, copies, notary, and fax available during regular business hours. Neighborhood meetings and parties; dances, concerts, shows, special events. UPPER FLOOR: Library (books, videos, audios), Craft Room, model trains, small meeting room and elevator. **PAVILION** - Sheltered Picnic area with lighting & fans, tables, water fountain. Access to storage room with grills, ice machine, refrigerator, serving tables, and clean up equipment. Reservation only through Administration.

ASHLEY HALL: Open 5:30 am-11 pm 365-1604 - Activities Office open M-Th 8am-5pm and til 4 on Fri, bulletin board with upcoming events and activities, card/game rooms, dance instruction, exercise classes, meetings, seminars. Sale of event tickets, copies, notary and fax during regular business hours. Wireless Internet Access, public computer, Billiards (16+), Table Tennis, Fitness Room (16+), Men's and Ladies restrooms with showers, lockers, steam room and sauna in each.

HERMITAGE HALL: Open 6am – 11 pm 326-1504 - Activities Office open M-Th 8am-5pm and til 4 on Fri. Wireless Internet Access, Public Computer, bulletin board with upcoming events. Fax, Notary, and ticket sales during regular business hours. Weight loss groups, Dart leagues, Choral groups, Neighborhood meetings. Fitness Room (age16+), Activity Rooms, restrooms. **All TRAVEL is handled through Hermitage Hall only.**

GUESTS OF RESIDENTS USING THE PLANTATION FACILITIES

According to the Declaration of Covenants, Conditions, Easements and Restrictions under Article1-Definitions 1.8 Common Areas: ...used for the common use, enjoyment and benefit of the Owners and their families, guests, tenants and invitees... Unless the activity precludes a resident from joining or participating in the latter, the guest can use the common area facility. **The guest of the Owner, while using the common area facilities must be accompanied by the Owner at all times and the guest must abide by the rules and regulations of the Plantation.** If at such time a resident can not participate in that activity caused by a guest, it is up to the supervising resident to insure the resident participation.

If there is a complaint concerning resident exclusion by the latter, submit a written request to the Homeowners Association Manager. The manager will investigate complaints on an individual basis and the determination will be sent to the complainant.



1. **All signs shall be professionally made, resistant to weather and no larger than 18" high by 24" wide, with lettering a minimum of 2". Arrows may be used to indicate direction.**
2. **Signs may be placed up to four (4) days before the day of the event. All signs shall be removed by 9 am the day after the event ends. All event signs are only to announce the event itself, not for ticket sales advertising and not for any business to advertise. Any sign that displays a sponsor's name, must be pre-approved by the HOA Manager.**
3. **No more than three (3) signs for any one event. Signs shall be located ONLY in the following areas:**
 - a. **The median at the 3 way stop near Manor**
 - b. **The Laurel Valley Post Office area**
 - c. **The Ashley Hall Post Office area**
4. **Signs for the Model Railroad Show, the Fine Arts Fest and the Craft Fair are grandfathered and are allowed banners on US Hwy 27. Any changes to their existing signage procedure shall first be approved by the HOA Manager.**

SWIMMING POOL & ACTIVITY CENTER RULES

SWIMMING POOLS are open 7:30 am to 11 pm

(Cleaning: Ashley - 1st Thur., Manor - 2nd Tues., Hermitage - 3rd Mon.)

Ashley Hall: Olympic size pool with spa and restrooms. Lap swimming, Water Volleyball and Aquacizing (**pool closed for other use during Aquacizing, including spa**). Scheduled times for Aquacizing are posted at the pool.

The Manor: Pool located behind The Manor with sheltered area with tables, waterfall, loungers, spa, and restrooms. Deep Water Aerobics held weekday mornings, but pool is open to others during the class.

Hermitage Hall: Pool access is from back gates, with total shaded and sun seating area, restrooms, and spa.

⇒ ***Visitors using the pools need to read pool rules.***

Outside shower required to rinse off oils before pool use.

No throwing, running, splashing, diving or jumping in the pools. No one under 16 yrs. old in spas.

It is the responsibility of the homeowner to see that their house-guests follow the rules.

Should any problems arise, the homeowner will be held responsible.

1. **RESIDENT HOST/GRANDPARENTS MUST BE PRESENT WITH ALL CHILDREN 16 YEARS OF AGE OR YOUNGER WHILE AT THE POOLS, AS WELL AS AT THE ACTIVITY CENTERS AND "THE COURT YARDS".**
2. The Ashley Hall pool is designated to be used for aquacizing on M-W-F AM & M-W-F - PM. It is closed for other uses during those times. Lap Swimming is in the early morning while not so busy. Please exhibit common courtesy to lap swimmers and aquacizing classes.
3. If an infant or child is not completely toilet trained, ***they must wear swim diapers to enter the pool.*** They are not allowed in the spas at any time. ***Only adults (no one under 16 years of age) may enter the spas.***
4. There are no lifeguards assigned to the pools or spas. People using the pools or spas do so at their own risk.
5. A shower ***is required*** before entering the pools or spas. Suntan lotion or oil must be washed off before entering the pools or spas.
6. ***RUNNING, DIVING, JUMPING, SPLASHING AND ALL HORSEPLAY IS PROHIBITED.*** Noodles and one (1) person rafts *are allowed* in the pools. (Please stay away from the steps). **NO pool toys** are permitted in the pools (balls, floating rings, large rafts, noodle creations, etc.).
7. No throwing of objects into the pools to be retrieved by diving. The coins rust and cause discoloration in the marcite and small objects are picked up by the vacuum and cause damage.
8. **Proper attire must be worn in the community centers, and swimming attire in pools and spas at all times.**
9. **No pets** are permitted in the pool areas.
10. Only beverages in unbreakable containers are permitted in the pool areas or "court yards". NO food or beverage in the pools. Alcohol is ***not*** allowed to be brought to the pool areas or "court yards". Please clean up after yourself before leaving the pools and the "court yards."
11. Please put umbrellas DOWN before leaving.
12. Bicycles, skates, rollerblades and skate boards are prohibited from the pool decks and all courts.
13. Battery operated radios and television sets may only be operated with earphones.
14. Towels, clothing and other personal items do not reserve furniture for you. Chairs and lounges are not for storing clothing, toys, etc. They are for the sunbathers. ***Please be courteous!***
15. Wet swimsuits and/or bare feet are not allowed in The Activity Centers or on The Courts. If wearing a swimsuit in these areas, a cover up must be worn.
16. Children under 16 are not allowed to use the pool tables or exercise room.
17. Children without a valid driver's license are ***NOT ALLOWED*** to drive golf carts on Plantation property.
18. No smoking as per signage.

Revised 4-25-2018

PLANTATION ACTIVITIES

The Plantation at Leesburg Activities Department would like to welcome you to our community and inform you of Upcoming Events and Newsworthy Tidbits. Information is available in the Plantation Times and on our website: www.palhoa.com. If you have any questions feel free to contact any Activities Office. The following is a list of some of the activities we have for you.

AARP 55 Driver Safety	Crafts:	Gun Club	Service Organizations
African American Club	Bear Club	Health Fair	Bear Club
Airgun Enthusiasts	Card Making	Healthy Aging Services (PAL-HAS)	Covers 4 Comfort
Art Classes	Ceramics	Friends Helping Friends	Knights & Friends
Archery	Covers 4 Comfort	Life after Grief	Shuffleboard
Astronomy Club	Crochet/Knitting Clubs	Horseshoe Leagues	Singles Group (Men & Women)
Baby Boomers Club	Embroidery	Italian American Club	Dinner
Bible Study	Quilting	Karaoke & Open Mic	Small Christian Community
Billiards	Cribbage	Knights & Friends	Softball: Ladies' & Men's
Bingo	Dance Classes	LEOs (Ret'd Law Enforcement)	Intramural & League
Bloodmobile	Jazz n' Tap	Library	Senior: 65+, 70 + & 75+
Bocce	Country Line Dance (Beg.)	Louisiana Club	Spanish
Bowling:	Country Line Dance (Int.)	MAC Computer Club	Sportsmen's Group
Non-Sanctioned – Mondays	Couples Country	Mah Jongg	State Parties
Sanctioned – Thursdays	International Dance	Marine Corps Service League	Summer Socials
Brass Ensemble	Darts:	Memorial Park Group	Table Tennis
Bunco	Sunday Fun League	Mexican Train Dominoes	T.O.P.S. for Women
Canada Group	Tues. & Wed. Mixed	Model Railroad Club	(Taking Off Pounds Sensibly)
CPR/AED Classes	Thursday Night Ladies	Monthly Dances	T.O.P.S. For Men
Cards:	Friday Night Couples	Monthly Newsletter	Tennis
Bridge	Democratic Club	Olympics	Beginners
Duplicate Bridge	Dulcimer Group	Orchid Club	Intermediate
Canasta	Exercise Classes	Paw Prints Dog Club, Inc.	Doubles
Euchre	Aerobics (Low Impact)	Pickleball (Beg.–Adv.)	Advanced
500 Bid	Fit Board	PAL Healthy Aging Services	Clinics
Fun Cards	Mat Pilates	Plantation Theatrical Group	Theatrical Group
Fun Pinochle	Strengthening	Pool: Aquacizing	Travel: Day Trips & Overnight
Single Deck Pinochle	Ta'i Chi	Deep Water Aerobics	Trivia Fun
Games & Card Day (Monthly)	Video Aerobics	Lap Swimmers	Veterans Group
Poker: Men's & Ladies	Video Walk Group	Water Aerobics	Water Volleyball
Texas Hold 'em	Video Yoga	Zumba Aqua Fitness	Coed
Casual Writing Group	Water Aerobics	Quilting	Men's
Chorus:	Yoga	Republican Club	Women's
Mixed Chorus	Zumba	Resident Artists	Wood Carving
Friends-in-A-Chord	Zumba Gold (Chair)	Retired Nurses	Woodworkers
Threshold Choir	Exercise Room with Wet & Dry	Scrapbooking	Writers Groups
Christian Fellowship	Saunas	SCUBA	Casual Writers
Community Parties	Fine Arts Festival		Writers Guild
Concert Series	Folk Music Ensemble		
Convertible Car Club	Golf: Men's		
Craft Fair	Golf: Ladies (18 Hole)		
	Ladies (9 Hole)		

If there are other programs or events you may be interested in doing, or if you are interested in volunteering to help the Activities office with any of the above or additional functions or would like to volunteer for a committee, please contact any Activities Office. If you have any questions about the existing activities, please call us. We are here from 8am to 5pm Monday through Thursday, until 4 on Friday. We also would like to encourage you just to stop by and introduce yourselves and say hi.

Your Plantation Activities Coordinators

Now get busy with your life's "To Do" list!



***The Plantation at Leesburg Homeowners, Inc.
25201 U.S. Highway 27
Leesburg, FL 34748-9099***

***(352) 326-1250
Fax: 352-326-9414
Internet: palhoa.com***