

Sutton Lakes Owners Association
c/o Signature Realty and Management
1301-A Penman Rd, Jacksonville Beach, FL 32250
(904)241-5221

Sutton Lakes Neighbors,

This letter is to reiterate a few guidelines that some of our residents may have forgotten or may not be aware of.

1. Trash and Recycle bins must be stored out of street view on non-collection days. They need to be stored either in your garage, behind your fence, or within an approved storage cabinet.
2. If you reside on one of the 15 ponds, in Sutton Lakes, it is the responsibility of the owner/resident to maintain the property **down to the pond's edge (mowing, weed control, etc.)**.
3. Lawn maintenance includes:
 - Mowing: once a week in the warm months, once every other week in the cold months
 - Trimming: perimeter of home, fence, and mailbox
 - Treating lawn for weeds
 - Edging: driveway, sidewalks, and curb
 - Landscape beds: free of weeds, dead plants removed/replaced, mulch refreshed when missing and/or fading
 - Sod: replace when areas are dead, missing sod, or overtaken with weeds
 - Shrubs: trimmed and/or removed when dead
 - Remove vegetation growth in driveway expansion joints (cracks in driveway)
 - Trees: canopies trimmed from roofs, away from street signs (if on a corner lot), and trimmed up at least eight feet from sidewalks
4. Parking on the lawn is **PROHIBITED**.
5. Boats, trailers, jet skis, 4 wheelers, and food trucks must be stored **out** of street view.
6. Fences: must be maintained/cleaned periodically, repaired if leaning, replaced if damaged or falling apart
7. Home maintenance: homes (siding, brick, stucco, gutters, fascia, garages, doors, driveways) must be clear of mildew, mold, stains
8. Window A/C units are **PROHIBITED**.
9. Feeding geese and ducks is **PROHIBITED**.
10. If you have a storm water easement on your property, access cannot be blocked by fences, trees, shrubs, vehicles, storage structures, etc. If there is a fence, it must have gates with an opening of at least 10 feet for the pond maintenance company's boat to gain access. If you are not sure if you have an easement on your property, check your lot survey and/or plat map. Also, you will have a storm drain in the road outside your home.

Thank you for your attention to these matters. We look forward to all residents bringing their properties up to these standards. - Sutton Lakes Board of Directors and Management Team