



Liberty Oaks Property Owners' Association, Inc. (LOPOA)
17716 Royal Eagle Ln
Lutz, FL 33549

Private Neighborhood Rules, Regulations & Access Control **Protocols**

Liberty Oaks is a gated, privately-owned subdivision that features access controls, such as gates and a call box. The common areas and internal road, Royal Eagle Lane, are owned, maintained, and regulated under the exclusive authority of the LOPOA for the benefit of the residents. The LOPOA has the right to enforce all rules within Liberty Oaks for the benefit of the residents and the value of the private neighborhood.

The LOPOA requires all residents and approved guests/visitors to strictly obey all usage rules including, but not limited to:

- **APPROVED PARTY ACCESS.** Our gate is a primary means of security. Please limit to whom you share access (QR) codes and/or transmitters. Remind your guests that ingress/egress is camera recorded. If a gate code and/or transmitter has been lost or compromised, notify the POA immediately. ***Please note that it is a violation of LOPOA rules if you create or provide a permanent code for contractor access of any kind.***
- **EXITING.** Gates open inward and the street and gate are appropriately striped and indicated. Incoming traffic must yield to exiting traffic.
- **URGENT ACCESS.** If for any reason you're unable to enter or exit the gate, do not tamper with the access control unit.
 - If necessary, emergency information is listed on the access controls.
 - In the event of an emergency, please call 911.
 - The following agencies have keyed access to the property: US Postal Service, Hillsborough County Services including Ambulance and Sheriff.
- **SAFETY.**
 - For the ambiance and safety of the neighborhood please observe the posted limit (14MPH) and obey all signage, including the counterclockwise flow of traffic around the entrance, and terminal islands.

- There is absolutely no parking permitted on the road at any time. Exceptions may be made for no longer than 30 minutes; however, exceptions must ensure there is adequate space for other large vehicles to pass.

The LOPOA has the right to tow any vehicles that violate parking rules without any prior notice to vehicle operators.

- **CONSTRUCTION TIMES & PROTOCOLS.** The LOPOA's goal is to **balance controlled and professional construction progress with the overall peacefulness and enjoyment of the Owners.** This approach applies to all new/remodel/repair construction activities inside or outside of the home.
 - The current and approved construction schedule is:
 - **Monday – Saturday: 8:00am – 5:00pm. Vendors must not engage in any activity outside of this 10-hour work window.**
 - **Exceptions are by written request only.**
 - **Sundays & Public Holidays: CLOSED**
 - This schedule is subject to change without notice, based upon the needs of the LOPOA owners. Please contact the LOPOA for currently approved work timeframes.
 - It is the **Owner/Builder's obligation to inform their vendors of the above criteria.** The LOPOA is not set up to manage construction or vendor access. Owners may be assessed fines and/or fees for vendors that are non-compliant.
 - **REPEATED VIOLATIONS & PENALTIES.** Fines for nuisance vendors working outside of the allowable 10-hour construction window will be assessed by the POA, starting at \$100 per violation and escalating per frequency and/or severity. Our goal is to work with vendors, and their goal must be to follow our rules.
- **OTHER ACCESS**
 - Owners should use the codes below for major vendor deliveries such as FedEx, UPS, and Amazon.
 - For other delivery services, including misc. independent vendors and suppliers, or contracted delivery services such as Uber Eats, etc., we recommend that they dial the homeowner by name, or that you provide a one-time use QR code.
 - You'll be provided with the opportunity to create a trusted regular guest code (close friends and family only). ***Please note that it is a violation of LOPOA rules if you create or provide a permanent code for contractor access of any kind.***
 - **PLEASE USE THESE CODES FOR COMMON VENDORS:**
 - Amazon – 7639
 - FedEx – 7492
 - Garbage – 5834
 - UPS – 7755
 - Other – 7299

LIABILITY & DAMAGES

Owners assume the liability of any damage to the neighborhood or fines assessed, including the road, entry, and gates for any access code you provide, including vendor access.

AUTOMATIC GATE OPENING

In the event of high winds, and/or nearby lightning, the gates are programmed to automatically open. Normal operation should resume within 24 hours of the triggering event.

TRANSMITTERS AND GATE CODING ARE PAID BY OWNERS

New construction owners are presented with two gate entry transmitters. Broken or lost transmitters can be replaced with the cost of the device, plus a \$150 service fee. Any request to change gate coding will incur a \$150 service fee (subject to change) that will be billed to the homeowner. For gate configuration requests or replacement transmitters, please create a request on our portal located at <https://lopoa.info/requests>. *Homeowners are limited to one transmitter per garage space.*