

Owner Name: _____
Lot # _____

Indian Hammock Hunt & Riding Club

Landscape Package Check List

Your Landscape Package Will Not Be Reviewed Without All Documents

Please check every line or place N/A if not applicable

- _____ 22"x 34" Survey/Site Plan showing all landscaping, buffers, driveways (with rock or without rock), all buildings and out structures to proper scale.
- _____ Minimum 11"x 17" drawings showing building dimensions, elevations, materials being used and any information required to acquire an Okeechobee permit.
Please include what scale method is being used.
- _____ Type of fence/gate (example: 2x6, 3 board) and color samples if applicable.
- _____ Contractor and all subcontractor licenses, liability, auto and workman's compensation.
All COI's must have Indian Hammock as the Certificate Holder and read as follows:
Indian Hammock Hunt & Riding Club, Inc.
32801 US 441 #400
Okeechobee, FL 34972
- _____ Please read every page of Indian Hammocks Landscape Package and sign or initial as noted.

Please make sure you are at the Board of Directors meeting or have a representative present



INDIAN HAMMOCK HUNT & RIDING CLUB, INC.

32801 HIGHWAY 441 NORTH #400

OKEECHOBEE, FL34972

OFFICE: (863)763-9401

FAX: (863)357-3857

EMAIL: hammock.office@ihammock.net

Indian Hammock Member,

This cover letter is to help you with acquiring approval for land-clearing/landscape application on your lot. The land-clearing/landscape application provides all the information needed to successfully get the approval needed from the Board of Directors for your project.

The land-clearing/landscape packet was produced in accordance with the Declaration of Restrictions of Indian Hammock. It details all the necessary documents needed for your project. Please follow all the guidelines outlined in the packet prior to turning into the office. After the Manager reviews the Architectural Review Committee will review the packet submitted, then upon acceptance from the committee it will go to the Board of Directors for final approval at the next scheduled meeting.

There was a motion made in 2016 by the Board of Directors that any member submitting an application for approval must be in attendance. If the member cannot be available, the member can have someone represent him/her at the meeting.

Also included with this packet is the land-clearing/landscape guidelines from our Declaration of Restrictions, and the application for land-clearing/landscape.

If you should need any help or have any questions, please call the office and we will be happy to assist in any way possible.

Lot # _____

Initial: _____

Board Approved 5/21/2023

INDIAN HAMMOCK BUILDING COMMITTEE

“Mission Statement: General Intent of Guidelines”

The very concept of Indian Hammock is as a community with natural vegetation and wilderness. Any man-made intrusions on this environment should be done with the intent to preserve the natural beauty with as little impact as possible. While providing necessary access to and enjoyment of their property, owners need to keep in mind the privacy and tastes of other property owners. Many property owners were drawn to Indian Hammock because of the undeveloped nature of the community. Any modifications to the existing wilderness which is visible from any roadway or common area within the Hammock should be sensitive to follow these guidelines. These criteria intend to guide owners toward that end. The Indian Hammock Board of Directors is the authority that gives approval for all proposed improvements to your property. Your Building Committee's duty is to review all applications for compliance with Indian Hammock's stated rules and present them to the Board at their regular monthly meeting.

This package contains the Rules, Regulations & Guidelines, as well as the forms required by the Building Committee for presentation to the Board of Directors. It is divided into two sections - one for land clearing/landscaping and the other for construction. This information takes some time to put together. Packages WILL NOT be presented to the Board unless they are complete. If you need information, please call the Indian Hammock Manager at 863-763-9401 or the Building Committee Chairman.

Lot # _____

Initial: _____

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PROCESS TO FOLLOW FOR APPROVAL OF LAND CLEARING PROJECTS

1. **Read your Deed Restrictions and guidelines.** The history of Indian Hammock is long and varied - it is an evolving community. Owners are not to rely on all present conditions as examples which meet these criteria. Non-conforming landscaping does exist and any new work done to these properties will be required to conform with the current criteria
2. Land clearing packages will not be presented to the Board unless they are complete.
3. No plans will be reviewed by the Building Committee or presented for Board approval if the members' account is more than 30 days delinquent.
4. Plans submitted to the Building Committee for review must be in detail and to scale. Plans must be in the hands of the Building Committee by the date posted in the Hammock Herald.
5. The Building Committee presents reviewed packages to the Indian Hammock Board of Directors for final approval at its regularly scheduled monthly meeting. **It is the member's responsibility to be present at the Board meeting to answer any questions that might arise. If the member is not present and there are any questions, the matter may be tabled until the next Board meeting.**
6. Sealed Site Survey is required showing setbacks, buffers, ponds, landscaping and drainage changes if any.
7. The Land Clearing Criteria Form and the signed Application for Plan Review are required.
8. A natural buffer of twenty-five feet must be left around all property lines. Property lines that have a utility easement in use should have a natural buffer of twenty-five feet beyond the easement.
9. Culverts must be installed at drives or any obstruction to existing drainage swales. Culvert size installation and depth placement must be coordinated through the Manager.
10. **Prior to the start of any land clearing and/or building construction, the surveyed corners of the property and minimum 25' buffer line must be located and clearly marked for inspection by the Club.**
11. Prior to commencement of any work, Contractor must contact the Manager and sign receipt of a site plan as approved by the Board of Directors.

Lot # _____

Initial: _____

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LANDCLEARING/LANDSCAPING CRITERIA

1. Land Clearing:

Any areas to be cleared should be for specific purposes such as access, building area, pasture, pond, etc. Care shall be taken in staking the areas to be cleared. Whenever possible, healthy trees should be saved with clearing of underbrush only.

A buffer of twenty-five feet must be left around all property lines. Property lines that have a utility easement in use should have a natural buffer of twenty-five feet beyond the easement. It is the responsibility of the land owner/Member to insure these buffer zones are kept intact during clearing. Fines and/or the requirement to replace the vegetation can be imposed. Should this area be void of vegetation on your lot, additional landscaping material may be needed. It is preferable that this be the natural vegetation of Indian Hammock (see suggested Indian Hammock Landscape Reference Guidelines). If a fence is proposed, this buffer should work to complement the design of the fence. A reasonable clearing for a fence not to exceed 10 feet can be done for placement of the fence, should the owner decide to remove 10'-0" or any portion thereof for the purpose of installing fencing, the said 10'-0" or any portion thereof shall be taken from the property lines inward. No portion of clearing allowed on bordering common land. After the fence is placed only a 5 foot clearing is allowed to maintain the fence and the rest of the area must allow the natural vegetation to regrow. If an act of God removes the buffer the owner/member should be encouraged to replace or let the natural vegetation regrow to establish the 25-foot buffer.

Palmettos are a mixed blessing at Indian Hammock; they can provide an inexpensive buffer, but are a major fire hazard. Palmettos should be cleared well away from the home. Effective landscaping is safely done by leaving them in isolated clumps that overlap one another in layers. This also helps to prevent erosion. Mechanized clearing of palmettos often results in the eventual death of the row of pines adjacent to the clearing. In order to avoid this, hand cut palmettos close to the trees. Pines that are to be cleared can be cut down by hand leaving the stumps and root systems intact. This reduces the risk of killing adjacent trees. If necessary, a stump grinder can be used to level them below the surface.

Clearing almost always causes a lower finished surface, creating a depression which will hold water. Even temporary driveways will usually need to be elevated by adding fill to the cleared area. Florida is a desert where it rains six months of the year.

2. New Landscaping:

Any new landscaping material to be planted should be consistent with the natural vegetation of Indian Hammock and compatible with the climate and soil conditions. Plants native to the area are preferred over exotics.

3. Ponds and Lakes:

It is required that all ponds and lakes maintain a 35-foot setback from any property line. In addition, any proposed lake or pond must have proper angle of repose and must meet county requirements regarding distances from septic systems. Changes in drainage caused by new water areas should have no adverse effect on adjoining properties.

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4. Drainage, Swales, Culverts:

Separate and specific approval from the Manager is required for placement of any culvert impacting the common area drainage system. Access to lots must maintain proper drainage within Indian Hammock. Culverts must be installed to accommodate existing flow patterns (i.e., at any drive or obstruction to existing drainage swales). Minimum size and length of culverts shall be determined by the Manager. Swales, berms, and other grade changes proposed for home-sites must be clearly shown on the site plan.

Lot # _____

Initial: _____

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INDIAN HAMMOCK HUNT & RIDING CLUB, INC. APPLICATION FOR PLAN REVIEW

Date: _____ (Date received by Building Committee: _____)

Name: _____ Lot #: _____

Address: _____

_____ Telephone #: _____

Architectural Review Committee will only review complete standard 24" X 36" site survey plan at a legible engineering scale.

Type of Construction requested (check all that apply)

_____ Lot Clearing

_____ Pond

_____ Landscaping

_____ Drives (new or alterations) with minimum 12" X 30' Culvert

_____ Well/Pump house (6'x8'max)

_____ Other (specify: _____)

Please provide all necessary plans, samples, etc. as described in the construction packet to the Building Committee.

I understand and agree that construction of any item shown on the plans for which approval is being sought will commence within six (6) months from the date of approval, after which time approval is automatically terminated. Any item not constructed or located in accordance with the approval may be removed by Indian Hammock Hunt and Riding Club, Inc. at my expense. I further agree that it is my responsibility to see that all construction conforms to all applicable governmental building codes and understand that Indian Hammock is not reviewing these plans for compliance with these codes.

Applicant's Signature

Lot # _____

Initial: _____

Board Approved 5/21/2023

LAND CLEARING/LANDSCAPING CRITERIA FORM

Name _____

Lot # _____

Proposed Site Plan Attached:

(Owner may use Property Appraiser GIS Map for purposes of Land Clearing only, Not acceptable for Building Construction Purposes)

Shows the following information (please note where plans do not conform)

1. Where are the Buffer zones (at least 25 ft. or 25 ft. beyond utility easements in use)
2. Pond (at least 35 ft. setback with slope from any property line)
3. Pond Depth
4. Driveways (culverts needed)
5. Well and pump location
6. New swales, berms or grade changes caused by clearing
7. Landscape detail: Type, location and approximate size of trees and any other planting.

Lot # _____

Initial: _____

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CONSTRUCTION RULES

(Owners must provide a copy of this document to contractors & subs.)

1. Access to Indian Hammock property is solely through the front gate. Owners and/or their contractors shall provide a list of construction personnel authorized to enter the property. Similarly, it is also their responsibility to notify the gate when subs or other employees or trades people are no longer required.
2. Construction hours: Construction personnel may enter the property at 7:00 a.m. and must depart no later than 6:30 p.m. Monday through Saturday. No construction activity is permitted on Sundays or Holidays.
3. One day advanced notices to the property manager is required for entry of heavy trucks to allow proper routing within the property.
4. Absolutely no keys or gate openers shall be loaned or given to contractors or construction personnel. If there are specific entry problems, it is the responsibility of the Member to make the necessary arrangements.
5. All workers must go directly to their job site. Any worker found wandering around Indian Hammock may be barred from the property.
6. All construction related vehicles and equipment must be parked within the confines of the job site. This applies to the personal vehicles of construction personnel as well.
7. Indian Hammock amenities (pool, showers, tennis, lodge, etc.) are for the sole use of Indian Hammock members and their guests.
8. Guns and dogs are not to be brought into Indian Hammock by construction personnel and will not be permitted on the property.
9. No fires are to be built without specific permission from the property manager.
10. Posted speed limits must be observed. A non-member may be refused entry if the speed limit is violated.
11. Toilet facilities must be furnished on the job site for use by construction personnel.
12. No construction personnel are permitted to stay overnight on the property.
13. Construction debris must be dealt with on site; job sites must be kept in a workmanlike, orderly fashion. Trash containers and their lids must be anchored well to avoid the spread of debris by animals (especially raccoons) or wind.

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14. Care should be exercised to keep Indian Hammock roadways and common areas free of dropped or wind-blown debris. Littering will result in fines.
15. It is the responsibility of the owner/Member to inform his construction crews that the burn and trash facilities are not for general use by contractors. Also, trash and garbage collection facilities are not for use by contractors
16. The burn facility shall be available for use for lot clearing only and requires prior approval of the property manager. Cut timber must not be less than eight feet or more than twelve feet in length.
17. Each owner is held responsible for insuring that all Indian Hammock Rules and procedures are followed. A \$1500.00 refundable deposit is required for damage to common property prior to commencement of work. Violations will result in fines and/or stoppage of work on the project.
18. Hurricane preparedness: All Construction sites must be completely secured when a hurricane warning is issued.

Lot # _____

Initial: _____

Board Approved 5/21/2023



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A :	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BLNKT ADDL INSRD <input checked="" type="checkbox"/> BLNKT WAIVER GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS ALSO KNOWN AS ADDITIONAL INSURED

CERTIFICATE HOLDER

CANCELLATION

INDIA41

INDIAN HAMMOCK HUNT AND RIDING CLUB, INC.
32801 US HWY 441 NORTH #400
OKEECHOBEE, FL 34972

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**INDIAN HAMMOCK
CONTRACTOR REGISTRATION FORM**

**Must be in its entirety completed and on file with the office prior
to the commencement of any work**

DATE: _____

APPLICANT/MEMBER: _____ LOT NUMBER _____

DATE CONSTRUCTION WILL BEGIN: _____ COMPLETION DATE: _____

BUILDING PERMIT # _____ (ATTACH COPY)

CONTRACTOR: _____ LICENSE #: _____

COMPANY: _____

ADDRESS: _____

PHONE:(_____) _____ FAX:(_____) _____ OTHER:(_____) _____

Contractors & Sub-contractors must provide the following:

WORKER'S COMP. INSURANCE COMPANY: _____ POLICY#: _____

COMPREHENSIVE AUTO LIABILITY CO: _____ POLICY#: _____

GENERAL LIABILITY INS COMPANY: _____ POLICY#: _____

COPY OF OKEECHOBEE COUNTY BUSINESS TAX LICENSE MUST BE PROVIDED

CONSTRUCTION PERSONNEL

The following list shall be updated by the Member periodically as any changes occur (especially of any deletions). It is the responsibility of the owner/Member to instruct all personnel as to the construction rules and procedures. Attach additional pages if needed.

Construction personnel permitted access to the job sight.

<u>NAME</u>	<u>COMPANY</u>	<u>TELEPHONE</u>	<u>VEHICLE TYPE/TAG#</u>
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Lot # _____

Initial: _____

I HAVE READ THE CONSTRUCTION RULES FOR INDIAN HAMMOCK AND AGREE TO ABIDE BY THEM. I UNDERSTAND THAT VIOLATION OF THESE RULES WILL RESULT IN MY PERSONNEL OR SUBCONTRACTORS BEING DENIED ENTRANCE TO INDIAN HAMMOCK PROPERTY. I _____ SHALL PROVIDE A CERTIFICATE OF INSURANCE TO INDIAN HAMMOCK, SHOWING COMPREHENSIVE LIABILITY, COMPREHENSIVE AUTO LIABILITY, AND WORKERS COMPENSATION COVERAGE.

Signature of Contractor

Date

Lot # _____

Initial: _____

INDIAN HAMMOCK
OWNER/BUILDER FORM

**This form must be completed in its entirety and on file with the office prior
to the commencement of any work**

DATE: _____

APPLICANT/MEMBER: _____ LOT NUMBER _____

DATE CONSTRUCTION WILL BEGIN: _____ COMPLETION DATE: _____

BUILDING PERMIT # _____ (ATTACH COPY)

Contractors & Sub-contractors must provide the following:

COPY OF COUNTY BUSINESS TAX LICENSES;

WORKER'S COMP. INSURANCE: _____ POLICY# _____

COMPREHENSIVE LIABILITY INS: _____ POLICY# _____

COMPREHENSIVE AUTO LIABILITY INS: _____ POLICY# _____

The following list shall be updated by the Member periodically as any changes occur (especially of any deletions). It is the responsibility of the owner/Member to instruct all personnel as to the construction rules and procedures. Attach additional pages if needed.

Construction personnel permitted access to the job sight.

NAMECOMPANYTELEPHONEVEHICLE TYPE/TAG #

Lot # _____

Initial: _____

I HAVE READ THE CONSTRUCTION RULES FOR INDIAN HAMMOCK AND AGREE TO ABIDE BY THEM. I UNDERSTAND THAT ANY VIOLATION OF THESE RULES MAY RESULT IN MY PERSONNEL OR SUBCONTRACTORS BEING DENIED ENTRANCE TO INDIAN HAMMOCK PROPERTY. I ASSUME FULL LIABILITY FOR THE CONSTRUCTION ACTIVITIES TO TAKE PLACE ON MY PROPERTY AND I WILL PROVIDE PROOF OF ANY SUBCONTRACTOR COMPREHENSIVE GENERAL LIABILITY, COMPREHENSIVE AUTO LIABILITY AND COMPREHENSIVE WORKMEN'S COMPENSATION INSURANCE POLICY NAMING INDIAN HAMMOCK HUNT AND RIDING CLUB, INC. AS AN ADDITIONAL INSURED. I HAVE INSTRUCTED MY INSURANCE COMPANY TO FORWARD A CERTIFICATE OF INSURANCE TO INDIAN HAMMOCK.

Signature of Owner

Date

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____.

By: _____

Notary Public, State of Florida

Notary Seal/Stamp

Personally known to me _____

Produced ID _____

Type _____

Lot # _____

Board Approved 5/21/2023

Initial: _____

Indian Hammock Hunt & Riding Club, Inc.
32801 Highway 441 North #400
Okeechobee, FL 34972
(863) 763-9401

Project Completion Affidavit

Member Name: _____ Lot #: _____

Date of Completion: _____ County Permit # _____

Phone Number: _____

I, _____, do hereby affirm:
Member – Please print name

All work and/or structures are in accordance with documentation as approved by Indian Hammock Hunt & Riding Club Architectural Committee (ARC) and Board of Directors (BOD) dated _____.
Date of approval

_____ NEW HOME	_____ ACCESSORY STRUCTURE	_____ ALTERATION/ADDITION
_____ WELL	_____ DRIVES/CULVERTS	_____ FENCE
_____ LANDSCAPING	_____ LOT CLEARING	_____ POND
_____ PUMP HOUSE	_____ OTHER (SPECIFY) _____	

Member Signature

Sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____.

By: _____

Notary Public, State of Florida

Notary Seal/Stamp

Personally known to me _____

Produced ID _____

Type _____

Work completion Verified by: _____

Indian Hammock Representative Signature