



Trails West

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**ARGHITECTURAL REVIEW COMMITTEE (ARC)
*DESIGN STANDARDS AND GUIDELINES***

HANDBOOK FOR HOMEOWNERS

APPROVED BY THE BOARD OF DIRECTORS

BOARD MEETING

March 15, 2021

Form can be downloaded at: WWW.TWHOA.COM / REFERENCE / FORMS

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PURPOSE OF THE HANDBOOK

The purpose of this handbook is to familiarize homeowners with the objectives, scope and application of design standards and guidelines, which will be used to maintain the aesthetic appearance and environmental quality of the community as well as abide by State & local laws.

The handbook provides specific design standards and guidelines that have been adopted by the Board of Directors of the Trails West Homeowners Association, Inc. (Association). It also explains the application and review process that must be adhered to by homeowners seeking approval for any exterior modifications or changes to their Residences or lots that are subject to approval by the Association. Homeowners are reminded that approval by the Architectural Review Committee (ARC) for a proposed change does not remove the need for the appropriate building permits or other documentation. This handbook will serve as a valuable reference source and will assist homeowners in preparing acceptable applications for review by the Association's ARC. All homeowners are encouraged to familiarize themselves with its contents and to retain the handbook for future use.

BASIS FOR AND OBJECTIVES OF PROTECTIVE COVENANTS

The legal documents for the Association include the Declaration of Covenants, Conditions and Restrictions of Trails West ("Declaration"), the Association's Articles of Incorporation, Bylaws, Rules and Regulations and these Design Standards and Guidelines (collectively the "Governing Documents"), all as amended from time to time. The Governing Documents imposes use restrictions and specifies the process for obtaining approval for changes, improvements or alterations to a homeowner's lot. Article III of the Covenants and Restrictions specifically defines the Architectural Review Committee and its duties. The Governing Documents are a part of the deed restrictions for each residence, which run with the land and are binding upon all homeowners and their successors in ownership, irrespective of whether or not these homeowners are familiar with the Governing Documents.

The primary purpose of this document is to establish design guidelines for the entire community. The promulgation and enforcement of design guidelines is intended to achieve the following objectives:

- Maintain consistency with the overall design concept for the community.
- Promote harmonious architectural and environmental design qualities and features.
- Promote and enhance the visual and aesthetic appearance of the community.
- Maintain a clean, neat, orderly appearance.

The enforcement of design standards not only enhances the physical appearance of a community but also protects and preserves property values. Homeowners, who reside in association communities that enforce design covenants are protected from actions of neighbors that can detract from the physical appearance of the community and, in some cases, diminish property values. In fact, surveys of homeowners living in association communities consistently reveal that this was an important consideration in their decision to purchase a Residence.

ROLE OF THE ARCHITECTURAL REVIEW COMMITTEE & BOARD LIASION DIRECTOR

All homeowners are automatically members of the Association. The Association is a not-for-profit corporation that owns and is responsible for the upkeep and maintenance of all common properties within the community.

The Association is also responsible for the administration and enforcement of all covenants and restrictions. The Declaration provides the scope and authority of an architectural committee, which is commonly referred to as an Architectural Review Committee ("ARC"). The members of the ARC are appointed by the Board of Directors (BOD) of the Association. Members of the ARC shall be selected from volunteer members of the Association. Appointment to the ARC may be rescinded by the majority decision of the BOD with or without cause at any time through BOD action. In the absence of an established ARC, all references to ARC shall instead be considered as referring to the BOD (as the superseding authority). The appointment and/or dismissal of the ARC (in its entirety) is at the discretion of the BOD as deemed necessary/appropriate for the best interests of the Association at any given time. An established ARC shall consist of either 3 or 5 members (at discretion of BOD) which may (but is not required to) include no more than one sitting Director of the Board (Board Liaison).

The ARC will review and approve (or disapprove) applications submitted by homeowners for Residence construction and exterior additions, alterations or modifications to a Residence or Lot using Design Guidelines as approved by the Association's BOD.

As part of its responsibilities, the ARC will make recommendations to the BOD with respect to the modification of the Design Guidelines as initially approved by the BOD. The BOD will be responsible for reviewing any/all possible violations of the Association's Design Guidelines.

ALTERATIONS REQUIRING REVIEW AND APPROVAL BY THE ARCHITECTURAL REVIEW COMMITTEE & BOARD LIASION DIRECTOR

Any changes, permanent or temporary, to the exterior appearance of any structure and building or on a lot are subject to review and approval by the ARC. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio, it also includes such minor items as changes in materials. Due to the change in color of the paint over time due to fading by the sun, and due to the fact that the Association has approved colors for exterior paints, repainting or re-staining the exterior of any structure or building on a lot must be approved, even if the color of the paint or stain is proposed by the homeowner to be the same color as currently on the structure or building. Paint colors must be an approved color. Approval is also required when an existing item is to be removed this would include trees, bushes and landscaping.

Minor landscape improvements do not require ARC approval. This includes foundation plantings, single specimen plants or small- scale improvements which do not materially alter the appearance of the lot, involve a change in topography or grade and which are not of sufficient scale to constitute a natural structure. However, the planting or removal of trees or the removal of sod to add additional landscaping would require approval.

If there is any doubt as to whether or not a proposed exterior change is exempt from design review, and approval, homeowners should first seek clarification from the ARC before proceeding with the improvement.

APPLICATION AND REVIEW PROCEDURES

Application and review procedures that will be used by the ARC are as detailed below.

- 1. Applications.** All applications for proposed improvements must be submitted in writing using the application forms authorized/established by the BOD. A copy of these forms is included as an appendix to this handbook and at www.twhoa.com. Applications must be complete in order to commence the review process. Incomplete applications will be returned to the applicant with a statement of deficiencies that must be remedied in order to be considered for review. Only one project may be applied for per application, for example, to paint your front door and erect a fence, two applications will be necessary.
- 2. Supporting Documentation.** The application must include a complete and accurate description of the proposed improvement(s). To permit evaluation by the ARC, supporting exhibits will frequently be required. Examples include: a survey showing the location and dimensions of the proposed improvement; architectural drawings or plans, as applicable; landscape plan; material and/or color samples, etc. The design guidelines and application forms provide guidance with respect to the supporting documentation required for various types of improvements.
- 3. Time Frame for Completion of the Review.** The ARC is expected to respond to all PROPERLY completed ARC applications. Responses shall be in the form of approval, denial, requests for additional information, or notice of additional review time required. A PROPERLY completed ARC application shall include the fully completed application form and all supporting documentation including exhibits as necessary to sufficiently detail the proposed request. It is advisable for homeowners contemplating substantial improvements to first ensure that they are aware of all required supporting documentation prior to submitting a design review application. If no response to a PROPERLY completed application is received within a reasonable period of time (60-days minimum), the Applicant may file a grievance with the BOD for review of the ARC process. The action or inaction of the ARC is in no way binding upon the decision-making authority of the BOD. No ARC submittal shall be considered approved until such time as written approval from the ARC has been received by the applicant. No duration/period of time shall be considered as constituting an automatic approval of an ARC application. Verbal agreements shall not be offered nor entered into by any ARC Member or Director of the BOD, nor shall any verbal agreement be considered as legally binding upon the HOA or BOD. ONLY a WRITTEN approval from the ARC shall be considered valid. Notwithstanding the foregoing, the homeowner and the BOD shall have the Right to Redress, as set forth below.
- 4. Notice of Approval/Disapproval.** Homeowners who have submitted design review applications will be given written or electronic notice of the decision by the ARC. Some approvals may have conditions that must be met for example obtaining a permit.
- 5. Right to Redress (By Applicant).** The Applicant retains the right to redress the decision of an ARC review. After receipt of an ARC application denial, the Applicant may request a summary review to be completed by the BOD. The BOD shall consider the request to redress ARC denial at a regularly scheduled BOD meeting. Inaction by the BOD to address the application shall be considered "For Cause" and as such, the denial of the ARC shall be deemed final.
- 6. Right to Redress (By Board of Directors).** The BOD retains the right to redress any/all decisions made by the ARC. As a matter of due process, the BOD should confirm approval of all ARC decisions at the next regularly scheduled BOD meeting. The BOD may overturn an ARC recommendation for

approval for "Cause" if the application is in violation of Governing Documents, established rules/guidelines, or in conflict with the best interests of the Community as determined by a majority of the BOD. Furthermore, the BOD reserves the right to Rescind an ARC application approval at any time as outlined in the "Right To Rescind ARC Approval" section of these guidelines.

RIGHT TO RESCIND ARC APPROVAL

The Association reserves the right to rescind ARC approval should a homeowner violate or exceed the conditions of the approval. Rescindment of an ARC approval shall be through BOD action taken at a properly noticed Special or Regular BOD Meeting. All effected parties shall be given the option to address the BOD and present evidence or justification as to why the properly approved ARC request should or should not be rescinded. In the event that by a majority of the BOD, the BOD decides that the approval should be rescinded, the BOD may require the homeowner to restore the property to its pre-approval condition.

TIME PERIOD TO COMPLETE THE WORK

Homeowners have sixty (60) days from the date of approval to complete all work on the approved project. If not completed within sixty (60) days, the homeowner must apply for an extension of time to complete the project. Additionally, a member of the ARC shall return to confirm proper completion.

FOLLOW-UP COMPLETION REVIEW

Upon completion of the approved project(s), a member of the ARC will inspect the site and determine if the completed project(s) complied with the approved application.

DESIGN GUIDELINES

The specific Design Guidelines detailed below have been adopted by the BOD.

Please Note: These guidelines will not cover every situation. If you wish to make a permanent or significant visual modification to your property that is NOT explicitly covered in these Design Guidelines, you still must submit an application to the ARC. Please follow the application procedures and note on your application that your request is a special circumstance.

ANTENNAS AND SATELLITE DISHES

Homeowners may install satellite dishes for the purpose of receiving audio and/or video programming and media reception. A dish antenna that is one meter (39.37 square inches) or less in diameter (i.e. Direct Broadcast Satellite) may be approved. The satellite dish must be mounted to the outside of the house in the location that best minimizes its visibility from the street and from other Residences. The dish should be mounted on the back of the house or otherwise placed to hide it from street view and should not extend above the crown of the roof. If reception cannot be obtained from these locations, the satellite dish should be located as unobtrusively as possible on the Lot. Screening, such as shrubs, is required where possible. A small digital OTA (Over The Air) antenna is also permitted with the same restrictions as a satellite dish. The ARC must approve all antenna and satellite dish installations.



CLOTHES LINES

Clotheslines shall be located only in the rear yard and should be screened from view from the street and other Residences behind a fence or by landscaping. Clothes must be removed from the line daily; they may not be left overnight to dry.

DECKS, ARBORS, GAZEBOS AND SCREENED ENCLOSURES

The ARC must approve all decks, arbors, gazebos and/or screened enclosures and are subject to the following.

1. Location. All must be located in rear yards.
2. Scale and Style. The scale shall be compatible with the scale of the house as situated on the lot. Decks, particularly if elevated, should be of a scale and style compatible with the Residence to which attached, adjacent Residences and the environmental surroundings.
3. Materials. Construction materials for decks and gazebos must be of smooth high-quality pressure treated lumber or comparable composite material. Screened enclosures must be constructed using aluminum.
4. Color. Materials for decks and gazebos should be left in a natural condition to weather or treated with a neutral or wood color stain or sealer or custom painted to match the color of the Residence. Aluminum for screened enclosures must be black, white or bronze.
5. Under Deck Storage. Elevated decks may not utilize the under-deck area for storage space. The ARC, particularly in the case of high decks, may require the use of decorative screening, either wood or plant material, to minimize adverse visual impacts. The elevated deck must be kept free from weeds and overgrowth.
6. In consideration for approval of proposed elevated decks the ARC may require additional protective elements as necessary to prohibit/restrict the potential for wild animals and or pests (e.g., raccoons, snakes, rodents) to reside below the deck.

DRIVEWAYS

ARC approval will be required for all driveway construction, extensions, modifications and additions to driveways. The primary considerations will be no adverse aesthetic or drainage impact on adjoining lots or common area. Driveways are to be kept free of weeds.

Additions or modifications must be of the same materials as the existing driveway and shall not exceed the width of the garage. Driveways cannot be painted.

Pavers may be installed along the side of the driveways if approved by the ARC as defined within the Sidewalks & Pathways Guideline. Pavers must be neutral in color.

EXTERIOR LIGHTING

Exterior lighting shall not be an annoyance or unreasonably illuminate another homeowner's lot nor may the lights be directed towards another owner's bedroom windows. If the ARC determines that exterior lighting will be an annoyance or unreasonably illuminate another homeowner's lot, the ARC can require the proper shielding of such exterior lighting or completely prohibit such exterior lighting. The determination as to what is considered an annoyance and/or an unreasonable illumination on homeowner's lot shall be determined at the sole discretion of the ARC or Board. Proposed replacement or additional fixtures must be approved by the ARC and compatible in style and scale with the applicant's residence.

No exterior lighting will be directed outside of the applicant's lot. Proposed additional lighting will not be approved if it will result in an adverse visual impact to adjoining neighbors due to location, wattage or other features.

Low-voltage or solar-powered landscape lighting, including low voltage floodlighting, is permitted along walkways, planting beds, or other landscaped areas, so long as all wiring is concealed from view, and light fixtures do not stand more than 18" above the ground.

EXTERIOR PAINTING

All exterior color changes or even repainting the same color must be approved through an ARC submittal, and the paint color must be an approved color for exterior paints. This requirement applies to exterior walls, doors, shutters, trim, roofing and other appurtenant structures.

As a primary component of the aesthetic appearance of our Community, the coordination and control over the exterior color of our residences is of vital importance to each of our Association Members. In consideration of this, a request by a member to repaint the exterior of a residences shall meet the following conditions: color selected should meeting the communities' earth tone palette and must complement surrounding structures and the community landscape.

FENCES

General guidelines for the construction and ARC approval of fences are provided below. The BOD specifically delegates this power to the ARC.

No proposed fencing shall unduly restrict access to adjacent properties, HOA defined common areas, pedestrian easements, maintenance easements and/or designated pond access easements. Fencing is allowed only in the side or rear of the yard.

All fences, fence posts, gates, and/or associated appendages shall be set to the interior of each fenced property. Homeowners are responsible for the continued maintenance of any/all remnant landscape or grassed area within their Lot/Parcel but outside of fenced area(s). Failure of the homeowner to maintain grass, landscape, or weeds may be identified as a potential violation and reported for consideration as such by the BOD.

All fencing on lakefront residence sites must be metal fences (wrought iron, aluminum or steel), 4 feet high, with a black, bronze or brown finish. White is prohibited.

All fencing on non-lakefront or interior residence sites may be wood, metal (wrought iron, aluminum, or steel), or vinyl, not to exceed 6 feet high, with post caps and a non-white finish. Wood panels must be painted or stained to blend with residence and landscape. The panels must be solid and a lattice top is not permitted.

All gates should match the fencing and must be kept closed.

FLAGS AND FLAGPOLES

One permanent, freestanding flagpole, no more than 20 feet high, is permitted only if first approved by the ARC as to its design and location. Temporary flagpole staffs attached to the residence that do not extend higher than the roof of the house does not require approval by the ARC. No flagpole, either permanent or temporary, shall be used as an antenna.

The following flags are permitted, and shall not require ARC approval:

U.S. flag (not to exceed 54" x 72" in size)

State of Florida flag (not to exceed 54" x 72")

Official flags of the U.S. Armed Forces-U.S. Army, Navy, Air Force, Marines or Coast Guard and a POW-MIA flag (not to exceed 54" x 72" in size)

No other flags are permitted nor will be approved by the ARC and are strictly prohibited.

HOLIDAY DECORATIONS AND LIGHTING

Homeowners may display a reasonable number of holiday decorations and lighting, commencing on October 1st and the holiday decorations and lighting shall be removed no later than January 15th. Holiday decorations will only be permitted during this period of time No ARC application shall be required for this process. However, in the event the ARC or BOD determines the decorations and/or lighting are:

1. Excessive in number, size or brightness;
2. Draw excessive traffic;
3. Unreasonably interfere with the use and enjoyment of the Common Area and/or adjacent lots;
or
4. Cause a dangerous condition to exist,

then the Homeowner must remove the decorations or lighting within 48 hours after receiving written Notice from the BOD or their approved Representative (e.g., Management Company and/or sub-association Management Company).

HOT TUBS/SPAS – SEMI PERMANENT

Exterior hot tubs or spas must be located in the rear yard adjacent to the Residence. The incorporation of hot tubs as an architectural feature of decks and/or patios is encouraged. The exterior finish of an elevated hot tub should blend with the exterior finish of the Residence, deck or patio to which attached or most closely related. All hot tubs and spas must have a hard cover when not in use or incorporate other safety measures. Fencing (proposed or evidence of existing) shall be required as part of all ARC requests for exterior hot tubs or spas. Installation of exterior hot tubs or spas requires approval of the ARC.

Construction of hot tubs or spas shall be in accordance with all applicable governing agency regulations/codes.

LANDSCAPING

Installation or removal of landscaping may be subject to the prior written approval of the ARC. Check with the ARC before installing or removing landscaping to determine if approval is required. Landscape changes deemed minor in nature by the ARC, such as those set forth on page 5 above, will not require prior approval.

No additional landscaping will be approved between sidewalk and the street. ARC approval is required for the use of landscape timbers, borders, edging or similar structures to be located in front yards or areas visible from the street.

The use of statues, fountains and pots on lawns, sidewalks, driveways and landscape areas visible from the street require ARC approval.

Plant beds and trees visible from the street will be mulched with pine bark, cypress mulch or colored stone chips. Stone chips are only permitted when used in conjunction with a rigid permanent landscape edging. Material shall be of a single-color scheme and type throughout the landscaping for the lot.

The BOD specifically delegates the powers set forth in this Section to the ARC.

LANAI & PATIOS

All patio construction requires ARC approval. Patios must be located in the rear yard behind the house. A durable construction material such as stone, brick, pavers, flagstone, concrete or similar material should be used for patios which are not covered. Aluminum covered patios are also permitted. Any adverse drainage requirements that might result from the construction of a patio should be considered and remedied. The use of a partially porous patio surface or the installation of mulch beds adjacent to the patio are ways to eliminate drainage concerns.

REAL ESTATE SIGNS

Only approved "For Sale" or "For Rent" signs are permitted. (Contact Management for guidance.) Only one sign advertising a property for sale or rent may be displayed on a lot. Signs may only be placed in

the front yard not in windows of the Residence for non-corner lots. For lots with dual frontage (corner lots), one sign may be placed in the front or side yard. Only for sale or rent signs in good condition are permitted.

Further, pursuant to Section 720.304(6), Florida Statutes, a homeowner may also display a sign of reasonable size provided by a contractor for security services within 10 feet of any entrance to the Residence.

RECREATION AND PLAY EQUIPMENT

Play Equipment. All permanent and semi-permanent play equipment that either constitutes a structure or is appurtenant to an existing structure must be located in the rear yard and shielded from view from the street and any neighboring lots. Examples include sandboxes, playhouses, swing sets, trampolines, etc. All recreation/play equipment shall comply with local requirements/codes for offsets from buildings and/or installation of safety features (e.g., fences, ground treatment, safety signage, etc.)

Basketball Backboards may not be affixed to the Residence. Portable basketball goals, backboard and hoops, along with bicycles, skateboards or bicycle ramps and other portable play equipment must be taken inside the residence at night. No court markings shall be painted, drawn or otherwise affixed to the driveway or street playing surface.

SIDEWALKS, PATHWAYS AND PEDESTRIAN WALKWAYS

Sidewalks and pathways on the Lot require ARC approval. They should be installed flush to the ground. Only stone or brick pavers, or concrete shall be used. The scale, location, design and color should be compatible with the lot, Residence and surroundings. Sidewalks and pathways on the Lot may NOT be painted. Public sidewalks must remain concrete and pavers are not permitted along the public sidewalks.

Pedestrian walkways / Pathways adjacent to driveways or buildings require ARC approval. These walkways/pathways shall not exceed 36" in width adjacent to paved concrete driveway or 48" in width adjacent to buildings. Walkways/pathways adjacent to driveways shall be restricted to pedestrian use only and shall not be utilized for vehicular parking. Size of stone or brick pavers or concrete shall be restricted to maximum 12" by 12" area. No existing pedestrian facility shall be modified without explicit prior approval by the ARC in writing.

GENERATORS

Homeowners are permitted to have entire home generator systems installed through the ARC approval process. Drawings/survey are to be provided accompanying the ARC application for approval showing the placement of the generator. The generator unit itself must be towards the rear of the residence include the installation of a visual barrier (screen, fence, shrubbery) to hide the generator from sight on the front and side of the unit up against the home.

SOLAR PANELS

Solar panels and solar collectors are permitted and require ARC approval. Detailed plans for installation and placement of any solar panel / energy device must be submitted to the ARC for review and receive written approval from the Association prior to such installation. The Owner is entirely and solely responsible for knowing what permits may be required and obtaining any such permits before installation begins.

1. Only commercially or professionally made devices are allowed. "Homemade" devices will not be permitted due to the safety and aesthetics aspects of such devices.
2. Ground -mounted solar panels are permitted and are preferred.
3. Roof-mounted solar panels are permitted so long as their installed location will not be seen from the street fronting the house. The Association realizes that for any houses located on corner lots where the back of the house or roof is visible from a side street, that installation of such devices on the back side roof may still be visible from the street abutting the side of Owner's lot, and installation on the back roof side of the house under these circumstances will not be considered a violation of these Guidelines.

LOCATION & PLACEMENT

Ground-Mounted Solar Panels -

The equipment must be installed in the rear yard with no portion of the unit exceeding six feet in height of the unit exceeding six feet in height from the ground below it. If it is visible from the street, then the equipment must be painted to match, or the color of the materials used must match, the color of the materials used must match, the color of the home, fence line or surrounding landscape as directed by the Architectural Committee.

No ground mounted devices or their components should be affixed to a block wall or wood fence.

Roof-Mounted Solar Panels -

Roof-mounted systems must be installed so that the panels are flush-mounted and centered on the back side of house or a garage roof if sufficient space is available, or if possible, the patio roof should be used / extended.

If an alternative placement location is necessary for the energy device to reasonably work as intended (so that any loss of efficiency or capability is no more than 10%), the ARC must consider the ability of the device to properly work regarding its location. If the location which would be required under these Guidelines would result in the device losing 10% or more of its efficiency or energy generating capability, then the ARC should approve the Owner's preferred location if that location is absolutely necessary under the factors set out in this subsection. Solar panels should be installed as far as possible to the rear of the house or garage.

Solar panels should be an integrated part of the roof design and mounted directly to the roof deck or if mounted on or over the existing roof tile, should be flush with the slope of the roof. Solar units must not break the roof ridge line.



Solar panels should be positioned as low as possible on the roof extending wider rather than higher on the roof plane. The solar panels, piping or any exposed part of the installation may not be higher than the roof peak.

Visibility of devices and their components must be minimized from public view and may be required to be screened from neighboring property in a manner approved.

HURRICANE/STORM SHUTTERS & PROTECTIVE COVERINGS

No Hurricane shutters or similar protective covering for the windows and glass doors of a residence on a Lot may be installed without ARC approval. Hurricane/storm shutters & protective coverings shall be evaluated as based upon the following types;

Permanently Affixed -

Roll Shutters -

Stainless steel, aluminum, galvanized or plastic shutters which roll down from a mechanical and/or motorized housing unit affixed above a window or door opening. Roll shutters may be manual or motorized types provided that the mechanization for operation is installed in-line with the shutter roll in a single fully enclosed assembly. The shutters must match as closely as possible the color of the exterior paint behind them.

Accordion shutters -

Accordion shutters are composed of interlocking vertical blades, usually aluminum or plastic, which roll horizontally on tracks mounted above and below the window/door opening. When not in use they are to be held back by clips or straps. The shutters must match as closely as possible the color of the exterior paint behind them. Note that if faux shutters are removed to install the accordion shutters, the faux shutters must be reinstalled immediately next to the outer edges of the storm shutters.

Colonial Shutters -

Colonial hurricane shutters which are made of fiberglass, metal, or wood may be hinge mounted to each side of window openings. Colonial hurricane shutters must match or closely resemble in size, style, and color the faux traditional shutters as installed by the Developer. Installed shutters shall be mechanically fastened in the open condition when not in use. Only louvered type colonial shutters will be considered. Solid shutters are prohibited as being contrary to established community aesthetics. Colonial shutters are prohibited for use to cover door openings.



Bahama Shutters -

Bahama Shutters are strictly prohibited from use within the Community. Bahama Shutters are defined as shutters either composed of horizontal metal slats or solid shutters encased in a rectangular frame which fastened with hinges above the window or door.

Storm Panels Permanent Fixtures/Hardware -

The permanent fixtures/hardware are that fixtures/hardware associated with the use of temporary storm panels (typically corrugated or flat panels made of galvanized steel, aluminum, plastic or fabric). The fixtures/attachments are defined as any/all attachment devices (such as in-wall insets for bolts) and/or channels installed either above and below or to either side of wall openings for the purpose of attaching temporary storm panels.

All permanent storm shutters/coverings and associated attachments hardware shall be colored to match the existing color palette of the Residence as closely as possible. Permanent shutters/coverings and/or attachments with a white, black, or metallic finish are strictly prohibited. Any/all mechanical hardware shall either be colored to match the existing color palette of the Residence or shielded by a solid panel which is color matched to the color palette of the Residence. All storm shutter/covering systems shall be reviewed prioritizing the minimization of visual detracting from the character of the Residence/community. Applicant shall be responsible for maintaining the look and/or coloring of the installed shutters/coverings/attachments including removal/replacement of components that clearly exhibit rust, damage and/or discoloration from exposure to natural elements. Shutters may only be used when there is a named storm or if the owner will be away from their home during hurricane season.

Temporary Shutters/Coverings -

Temporary Shutter/Coverings are typically plywood, wood plank, plastic sheeting, fabric, or other lightweight material that are installed by nail, screw, or other temporary attachment method in advance of a storm. Temporary Shutters/Coverings do not require ARC approval provided they are installed in compliance with the restrictions for usage of storm shutters/coverings.

Restrictions for Usage of Storm Shutters/Coverings -

Permanently Affixed Shutters/Coverings shall only be closed, and Temporary Shutters/Coverings may only be affixed to the house, when winds of 50 mph or more are predicted; no sooner than 72 hours prior to a predicted approach of the storm; and must be opened (Temporary Shutters/Coverings removed and stored) within 72 hours after winds have subsided.

AIR CONDITIONING UNITS AND WATER SOFTENERS

All units must be screened or otherwise located out of sight with acceptable landscape screening with plantings covering the equipment at time of planting.

STORM DOORS/SCREEN DOORS

Storm doors are permitted, subject to the approval of the ARC, provided that the storm door color shall be single tone matching the main entry door color per approved ARC exterior paint colors. If matching the inside door color is impractical or prohibitively expensive, then a standard neutral color (black almond, sandstone, bronze) may be used. Storm door shall be full view with self-closing / anti-slamming (gentle close) door closer arms. Self-storing storm doors with retractable screens are permitted. Screen doors and/or storm doors with panels are prohibited.

SWIMMING POOLS

Temporary or semi-permanent above ground pools are not allowed. Only in-ground swimming pools are permitted. Pools must be located in the rear of the property. They must be approved by the ARC.

All permanent swimming pools shall have security fencing or screen enclosures installed in accordance with existing jurisdictional codes. Screen enclosures must have ARC approval.

Pool construction shall be in accordance with all applicable governing agency regulations/codes.

ROOFS

Shingle, wood shake, tile and metal roofs are permitted and must be approved by the ARC. They shall be of earth tone colors complementing the structure, surrounding structures and the landscape. White, or silver roofs are not permitted.

SHEDS

Sheds, portable or permanently installed, require ARC approval. Sheds will not be approved for lakefront Residences. Permanently installed sheds must comply with local government building code and permitting requirements. Sheds must not exceed 8 feet in height, from grade to peak, and 10 feet by 12 feet in width and length. Sheds must be installed behind a fence so that they are not visible from the street and from adjoining lots. Exterior colors must complement the primary structure and the surrounding landscape. The BOD specifically delegates the powers set forth in this Section to the ARC to ensure that the shed meets hurricane safe standards.

GRANDFATHER CLAUSE

Any change made to a homeowner's property, which has been approved by the Association and is properly documented prior to the adoption of the above guidelines, need not be modified in accordance with the guidelines specified herein. Also, any improvements made by the original builder prior to the adoption of these guidelines are automatically grandfathered. However, if the approved fence, building, deck etc. needs to be replaced at a later date the prior approval is not valid/grandfathered and the owner must seek new approval from the ARC.