

Town Park Architectural Review Guidelines

Below is a summary of the general criteria for the most frequently requested modifications to the exterior of the home. No structures, improvements of any kind, including but not limited to , any building, wall, fence, sign, mailbox, landscaping, planting, swimming pool, tennis court, basketball structure, outdoor play equipment, screen enclosure, driveway, sidewalk, sewer, drain, water area, or outside lighting may be placed or installed without the prior approval of the Architectural Review Committee (ARC). This includes modifications to existing structures/improvements. As stated in our governing documents, ARC approval is for 180 days.

ALL proposed exterior modifications must first be submitted in writing, **along with a photo of the property**, to the Property Manager's office.

NO WORK MAY COMMENCE UNTIL BOTH THE MASTER ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE (ARC) AND THE VILLAGE ASSOCIATION BOARD OF DIRECTORS HAVE REVIEWED THE APPLICATION AND RETURNED A LETTER OF APPROVAL TO YOU.

Please read carefully and complete the attached application. Following the instructions below will help simplify the process. If you any questions, please contact the Clubhouse at 772-345-2901.

Instructions:

1. Complete all items. Sign where required. Return to the Property Manager. It will be reviewed by the Architectural Review Committee (ARC) and Village Board of Directors.
2. A complete set of plans and specifications prepared by an architect, landscape architect, engineer, etc. or property owner shall be attached to this application.
3. Information contained in these plans and specifications must show the nature, kind, shape, height, materials, color scheme and location of the requested change or alteration, depending on the type of modification requested.
4. A copy of the final Lot Survey indicating the location and dimensions of the proposed modifications is also to be attached.
5. As a condition precedent to granting any request for a change, alteration or addition, the applicant, his heirs and assigns, hereby assumes sole responsibility for the repair, maintenance or replacement of any such addition, alteration, or change and shall indemnify and hold each Association harmless from and against all claims, causes of action and expenses (including attorneys' fees) made against each Association in connection with, or as a result of, the modification to be performed under this request.
6. The applicant assumes all responsibility for any infringement on or interference with existing facilities and easements on the property.
7. An approval or denial for application will be delivered within 30 days after the ARC's receipt of this request together with all required materials. If plans are not approved within the 30 day period, such plans shall be deemed rejected.
8. Approval of this request does not constitute approval of the structural integrity or building code conformance of the requested modification, and is intended solely to maintain harmonious visual aesthetics within the community.
9. All applicable governmental permits or approvals must be obtained by the applicant and a copy furnished to the Architectural Review Committee before work is to begin.

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| <p>10. Contractor's information such as name, address, copy of license and copy of insurance must be obtained by the applicant and a copy furnished to the Architectural Review Committee before work is to begin.</p> <p>11. Photos showing the location of the proposed modification must be included.</p> |
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For further information we encourage you to read Article 10 ARCHITECTURAL CONTROL in the Covenants.

General:

An access agreement and \$1,000 refundable deposit will be required along with an ARC form for swimming pools and major structural alterations/additions.

Contractors may not access individual lots through landscaped Master Association berms.

A/C Units:

Window and wall air-conditioning units may be considered provided they are not visible from the street or adjacent lots.

Basketball Hoops:

May not be used in utility areas or other easements. They must be portable. They must be in working condition and properly maintained. They must be properly stored away during hurricanes and bad weather in the garage.

Driveways:

Width of the driveway shall be equal to the width of the garage door opening. A two-car garage opening shall have a driveway width to accommodate two cars. The driveway width for a two-car garage door opening **will not** be extended for three car parking.

A **minimal** driveway width extension of a **maximum total of 3 feet (1 ½ feet on each side)** **may be** approved on an individual basis. ARC will inspect the property when application is submitted and prior to approval. Such extension may include the portion of the driveway from the garage door to the sidewalk and from the sidewalk to the street curb (apron).

Existing landscaping **must not** be totally removed. Landscaping may be modified to compliment the driveway width extension. This must be indicated on and included with the application.

Paints and stains are not permitted for use on brick paver driveways or walkways.

A Clear coating for the purpose of sealing brick pavers is permitted.

Fences:

Maximum height of five (5) feet. Fences on corner lots must have a hedge installed on the exterior side of the fence and root barrier installed between hedge and sidewalk if ficus is used. Fences at side of house must be at least five (5) feet back from front of house. **Wood, chain link or solid PVC** are **not** permitted.

Lots on canals, lakes, main roads, common area tracts or preserve areas:

- Property lines facing these areas: **Picket style**; white or bronze aluminum or white PVC.
- Other property lines: **Picket style**; white or bronze aluminum or white PVC.

Other dry lots:

- **Picket style**; white or bronze aluminum or white PVC.

Should the homeowner's of Block 2, Lots 1-27 request to install a fence on their property, they will be required to install a five (5) foot bronze aluminum railing fence.

PICKET STYLE IS DEFINED AS SPACING MUST BE AT LEAST EQUAL TO THE WIDTH OF THE SLAT. Example: a three inch slat must have at least a three inch space.

When existing solid PVC fencing needs to be replaced due to damage or non-maintenance; the above fence guidelines will be followed.

The outside of the fence must have substantial landscaping to soften and minimize the appearance.

Flagpoles:

May not be installed in utility areas or other easements. Considered on an individual basis.

Landscaping:

Plan for planting must be submitted, along with a list of the proposed plants and materials. An approved plant list is available.

At full growth trees/shrubs should not extend on to or drop branches, leaves, fronds or fruit on adjacent property.

Annuals (flowers) may be planted by the property owner without an ARC application, as long as planting is done within an existing and established landscape

area. Existing perennials (dead or alive) **may not** be replaced by annuals. When annuals have reached the end of their life cycle/growing season, they must be removed and replaced with other annuals.

Retractable Hurricane Shutters:

Should match building color (or other approved color).

Painting:

Homeowners are responsible for repainting the exterior of the home. Must be submitted to ARC for approval if proposed color is different from original color.

A list of approved colors is available.

Patios:

May not be constructed in drainage areas or other easements.

Rain Gutters:

Gutters to be painted to match fascia (or other approved colors).

Downspouts painted to match building color (or other approved colors).

Satellite Dishes:

Placement of satellite dishes (approx. 39 inches or less) in diameter will be permitted provided that the location is reviewed and approved by the ARC. These will be permitted at the rear of the house or half way back on side of house. They are **NOT permitted at front of house or attached to rooftop**. Location must be noted on application.

Screen Enclosures:

Aluminum frame to be anodized white or bronze.

Screen to be charcoal colored fiberglass.

SOLID ROOFS (such as metal, poly-resin, fiberglass, etc.) **ARE NOT PERMITTED.**

Roof extensions must be pitched roofs with tile to match existing roof of house.

Maximum screened wall plane is twelve (12) feet above grade.

Enclosures must have sufficient landscaping around them to soften and minimize their appearance.

The highest ridge member of the enclosure may not be higher than the ridge of the roof on a one-story house.

Screen enclosure roof may not be flat or bowed; it must have hips and gables.

Sidewalks:

Sidewalk area may not be altered from its original concrete finish.

Pools: Required ARC Guidelines for Swimming Pool Applications

May not be constructed in drainage areas or other easements. Considered on an individual basis.

- Deposit of \$1,000 is required. Deposit is refundable within 30 days on the completion and inspection of installation by Association. Deposit refunds are at the discretion of the association and are intended to cover the costs of any damages and/or fees that may result from the installation of a pool or associated work.
- As stated in our governing documents, ARC approval is for 180 days. Project must be completed within 6 months. Contractor must state this understanding in writing. A copy must be included with the ARC application.
- The two rear property line corners, as shown on property survey, must be staked and identified with a string line, prior to commencement of work.
- Prior to the commencement of work, a silt fence must be run, properly staked, and secured on the full extent of the rear property line and parallel to the water line, to protect the 20' Lake Maintenance Easement (LME). Must be stated in the contract and included with application. Location of silt fence must be indicated on the survey submitted with the ARC application.
- Contractor(s) may not encroach, trespass, or use adjacent neighbor property without prior written permission, indicating the scope of that permission. A copy must be included with the ARC application.
- Contractor(s) may not encroach, trespass, or use the 20' Lake Maintenance Easement (LME) for any reason, including piling excavation dirt, without prior written approval from the Tradition Community Development District (CDD). A copy of this approval must be included with the ARC application if the install will need the use of the LME. You apply on-line through their website, using the following steps:

Go to www.traditioncdd1.org

Click on Resources

Click on Work Authorization Application

Select New Application

Under Application Location - Select Tradition CDD 1

Fill in your personal information

Under Work Authorization Type – Select Right-of-Way (CDD only)

Continue with your personal information and information on your project

- Machinery must be of a size so as not to damage/destroy any adjacent properties.
- Homeowner(s) understand they are fully responsible for repairs and/or replacements to all damaged properties, whether private or common areas. Owner is responsible for any and all cost resulting from the installation, including impact to irrigation, drainage swale, and lake banks. Owner is responsible to maintain the drainage and swale and is responsible for any drainage damage to neighboring lot or swale as a result of install or redirected drainage. This also includes, but is not limited to sod, plants, shrubs, trees, sidewalk, and curbing. The homeowner acknowledges this by signing their ARC application and below.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING GOVERNING DOCUMENTS OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s) _____ Date: _____

Solar Water Heaters on Roof:

Reviewed on an individual basis depending on size, color and location. May not be placed on front roof elevations. All piping must match exterior house and roof colors.

Storage Sheds:

Are not permitted.

Stucco Body Façade Treatments:

Adding façade treatments such as stone, brick, cedar shakes, etc. to any portion of the exterior stucco body is not permitted.

Trash & Recycle Can Enclosures:

Approved natural plantings or approved fence enclosure with mature enough plantings to soften appearance.

Height must be tall enough so cans cannot be seen.

Location not at front of house; location behind A/C as viewed from front of house.

Lids and/or tops of cans must always be properly and strongly secured to prevent weather and/or animals from removing and/or disturbing said lids/tops.

Trees:

Trees should be located in areas where they will be permitted to grow to maturity with minimal cosmetic pruning, with the exception of hedge material. The spread of trees should be taken into consideration when planting them in close proximity to the house or garage. If planted too close to a building, the tree will eventually crowd against the house, need constant pruning, or even cause damage to the structure.

At full growth trees should not extend on to or drop branches, leaves, fronds or fruit on adjacent property. Trees, palms, shrubs, etc. must be on the approved plant list and submitted to the ARC for approval. PLANT LIST AVAILABLE.

Window Film:

Must be bronze or gray tint. Reflective mirror finish is not permitted.