

Lake Doe Cove Phase 3&4 Homeowners Association, Inc.

ARCHITECTURAL REVIEW BOARD
STANDARDS AND GUIDELINES

REV 1 5/25/19

HANDBOOK FOR HOMEOWNERS

APPROVED BY THE BOARD OF DIRECTORS

(May 31, 2018)

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PURPOSE OF THE HANDBOOK

The purpose of this handbook is to list the design standards and guidelines ("Design Guidelines") adopted by the Board of Directors (the "Board") to be used by the Architectural Review Board ("ARB") for Lake Doe Cove Phase 3&4 Homeowners Association, Inc. (the "Association") in the ARB's review of any and all proposed alterations to the exterior of a home and/or lot within the community. The Design Guidelines shall supplement and enhance the Declaration of Restrictions on Real Estate for Lake Doe Cove Phase 3&4 Homeowners Association, Inc. (The "Declaration").

Additionally, this handbook shall serve to familiarize homeowners with the objectives, scope and application of these Design Guidelines, which will be used to maintain the aesthetic appearance and environmental quality of the community.

This handbook also explains the application and review process that must be adhered to by homeowners seeking approval for any exterior modifications or changes to their homes or lots that are subject to approval by the Association via its ARB. Homeowners are reminded that approval by the ARB for a proposed change does not remove the need for the appropriate building permits or other documentation.

BASIS FOR AND OBJECTIVES OF PROTECTIVE COVENANTS

The Association's -and the ARB's -authority to review and/or restrict exterior alterations to the lots and/or homes within the community is founded on the Declaration. Specifically, the Declaration imposes use restrictions and establishes the process for requiring and obtaining ARB approval for changes, improvements or alterations to an owner's lot. Legally, these covenants are a part of the deed for each home and are binding upon all initial homeowners and their successors in ownership, irrespective of whether these owners are familiar with such covenants.

To Publicize and enforce the Design Guidelines is intended to achieve the following objectives:

- Maintaining consistency in the overall design concept for the community.
- Promoting harmonious architectural and environmental design qualities and features.
- Promoting and enhancing the visual and aesthetic appearance of the community.
- Maintaining a clean, neat, orderly appearance.
- Promoting Property Values

The enforcement of these Design Guidelines 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 home.

ROLE OF THE ARCHITECTURAL REVIEW BOARD

All homeowners are automatically members of the Homeowners Association, a not-for-profit corporation that is responsible for the upkeep and maintenance of all common properties within the community as well as the administration and enforcement of all covenants and restrictions, including those related to exterior alterations.

The Declaration provides the scope and authority of the ARB and provides that the members of the ARB are appointed by the Board. The ARB is responsible for enforcing the Association's Design Guidelines for exterior modifications to homes and improvements to lots as proposed by lot owners. The ARB will review and approve (or disapprove) applications submitted by lot owners for exterior additions, alterations or modifications to a home or lot using these Design Guidelines

The ARB will be responsible for reviewing possible violations of the Design Guidelines and referring possible violation to the Association. The Association will be responsible for reviewing and remedies related thereto the Fining Committee.

ALTERATIONS REQUIRING REVIEW AND APPROVAL BY THE ARB

Any changes, permanent or temporary, to the exterior appearance of a building or lot are subject to review and require prior written approval by the ARB. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio; it includes such minor items as changes in color and materials.

All changes/modifications/additions/removals require prior written authorization unless otherwise specifically and expressly noted herein. Notwithstanding the immediately preceding sentence, the following exterior alterations will not require prior written ARB approval:

1 Minor landscape improvements limited solely to 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 enough scale to constitute a natural structure.

If there is any doubt as to whether a proposed exterior change is exempt from design review. And approval, homeowners should first seek written clarification from the ARB before proceeding with the improvement.

APPLICATION AND REVIEW PROCEDURES

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

1. Applications. All applications for proposed improvements must be submitted in writing using the application forms authorized by the ARB. A copy of this form is included as an exhibit to this handbook. 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 and the timeline within which the ARB must respond to such incomplete application shall be tolled accordingly.

2. Supporting Documentation. The application must include a complete and accurate description of the proposed improvement(s). To permit evaluation by the ARB, supporting exhibits will frequently be required. Examples include: a site plan 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. Actual roof shingle sample (no pictures) required.

3. Time Frame for Completion of the Review. The ARB is required to approve or disapprove any proposed improvement within thirty (30) calendar days after the receipt of a properly completed application. However, the thirty (30) calendar day review period will only commence upon the ARB's receipt of a complete application form, including any required exhibits. It is therefore 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.

4. Notice of Approval. /Disapproval. Homeowners who have submitted design review applications will be given written notice of the decision of the ARB by either US mail or email.

DESIGN GUIDELINES

The Architectural Review Board will be enforcing Article VII, Section I thru Section 10 as outlined thru The Declarations of Restrictions for Lake Doe Cove Phase 3&4 Homeowners Association, Inc.

The specific Design Guidelines detailed below have been adopted by the Board of Directors.

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 apply to the ARB. Please follow the application procedures and note on your application that your request is a special circumstance-

EXTERIOR PAINTING

All exterior color changes must be approved. This requirement applies to exterior walls, doors, shutters, trim, roofing and other appurtenant structures including drip edge and eave strips. Fascia must always remain white. When repainting the same color, an application must still be submitted; in some instances, the color currently used that requires repainting may not be reapproved.

Applications for ARB approval of house colors must include color samples of both the house and trim colors along with a description of where each color is to be applied. This description should include colors for the garage door, front door, trim along roofline, stucco on house, stucco on columns (if any), decorative trim on columns (if any) and shutters (if any).

The Lake Doe Cove Phase 3&4 Homeowners Association, Inc. Color Sample Book has the community's approved color samples on file; only these colors may be used to paint the exterior of any walls, doors, shutters, trim, roofing and/or other appurtenant structures. Siding may remain white or painted the same approved house color. Paint used on the base and/or trim shall be from the chosen color found in the Lake Doe Cove Phase 3&4 Color Sample Book. Trim colors are interchangeable. The Book is available for review at Sherwin Williams located on 1055 West Orange Blossom Trail, Victoria Plaza, in Apopka, FL

SHEDS TEMPORARY STRUCTURES/STORAGE CONTAINERS

Permanent Structures are prohibited. Temporary/prefabricated and metal sheds are permitted, provided they are behind a fenced enclosure in the back of the home, not visible from the street. Dimensions may not exceed 12 x 12 and wall height may not exceed 6 feet. A picture depicting the proposed location on the lot shall be submitted as part of the ARB application.

DRIVEWAYS

Architectural Review Board 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. Width shall not exceed more than two (2) feet on either side of the garage door.

Only stone, brick, concrete or similar durable construction material should be used. Driveways may be painted with commercial concrete stain or paint. Paint or Stain Colors shall be submitted to the ARB for color chose approval.

GARAGE DOORS

The color of a garage door shall be the same as the approved color of the exterior home. OR, garage doors may be white with the approved Sherwin Williams (SW7006).

A garage door screen may be allowed provided that each of the following conditions are met

- I. An ARB application depicting the plans and specifications of the proposed screen (including, but not limited to, design, color, materials used, dimensions) is approved
2. The screen door must be retractable.
3. The screen door must be installed behind the garage door, such that it is not visible when the garage door is in the closed position
4. The screen door must be plain framed, with white aluminum, full panel screen
5. No design, initials, scroll work or other ornamentation is permitted
6. Front Door Screen doors must be approved by the ARB
7. Temporary garage screens are permitted provide the same guidelines are followed

FENCES

PVC Vinyl Fence WHITE only and Wood fences are the only approved fence material permitted in the Lake Doe Cove Phase 3&4 community

All fences must be approved by the ARB and application must include.

1. A survey depicting the proposed location on lot
2. Color, size, length and height must be included with the ARB application.

Fences cannot exceed 6ft in height.

Fences are not permitted in the front yard of home.

FRONT DOORS

Front Doors color or replacement require approval by the ARB. Door can be the same color as the trim or base color of the home, or one of the eleven approved door colors located in the Sherwin Williams approved color book. Custom style front doors must meet the same criteria and requires ARB approval.

GUTTERS AND DOWNSPOUTS

Any addition of new gutters and/or downspouts requires ARB approval. They must be located in such a manner as not to adversely affect drainage onto neighboring properties. They may be painted the color of the surface to which they are attached (i.e. body), the existing trim color or selected colors, cream, linen or white.

