

## **Reserve at Minneola**

### **ARCHITECTURAL GUIDELINES STANDARDS & CRITERIA**

This community was developed with the intent that homes harmonize with each other and present a pleasing and consistent style. Except as required by the governing documents, this style is not the result of a formal Architectural code but rather the result of the vision of the original developer.

To ensure the preservation of the existing design and to prevent the introduction of design that is not in keeping with the community theme, the Board of Directors and the Architectural Review Committee (ARC) hereby recognizes and adopts the style and form of the existing community's Architectural standards as required by the governing documents. This standard shall continue in effect until the adoption and publication of new guidelines and standards.

The Architectural Control Committee is responsible for reviewing all Architectural Alteration Applications made by residents for improvements to the exterior of the house or lot. The Board also reviews Architectural Guidelines and recommends changes and/or additions to the Board of Directors for adoption.

To the extent that any government ordinance, building code or regulation requires a more restrictive standard than that found in these Guidelines, the government standards shall prevail. To the extent that any government ordinance, building code or regulation is less restrictive than these Guidelines and any standards contained herein, or the Declaration, these Architectural Guidelines and the Declaration shall prevail.

Nothing contained in these Guidelines shall obligate any agency, governmental or otherwise to approve plans submitted, nor shall the approval of the ARC be construed as meeting either the requirements of Lake County or any governmental agency required for approval.

Capitalized terms which are not defined herein shall have the meaning set forth in the Governing Documents.

Any matters requiring ARC review and approval shall be approved or denied by the ARC in the ARC's sole and absolute discretion as permitted by the Governing Documents.

The ARC has the right to modify, revise, add, delete or make any changes to these guidelines by joint resolution with the Board of Directors.

#### **Alteration Application**

1. An ARC review application may be obtained from the community manager.
2. A separate alteration application should be submitted for each exterior modification.
3. Incomplete applications will be "rejected" and not be considered until resubmitted with all the necessary information for the ARC to make a decision.
4. Pursuant to the Governing Documents, the ARC shall have thirty (30) days after receipt of a properly completed Alteration Application to approve or reject any such application, and if not approved within such thirty (30) day period, said application shall be deemed rejected.

#### **When applicable, each application must include:**

1. Copy of the lot survey with the location of the alteration clearly drawn and labeled.
2. Vendor specifications or proposal showing the nature, kind, shape, height, materials and color to be used and the location of the proposed alteration.

3. Color samples where applicable.
4. Color picture or vendor brochure showing what the item will look like when completed.

#### **Access to Common Areas**

1. All exterior changes and modifications shall be completed in a manner so that they do not materially damage the common areas of the Association or individual Lots. Nor shall they in any way impair the integrity of the improvements on the property subject to maintenance by the Association.
2. No homeowner shall permit their contractor to access or otherwise cross the common areas, or another person's Lot without receiving written permission in advance from the Board or the Community Manager. In the case of accessing another person's Lot, permission shall also be obtained from the Lot Owner.
3. Other than the record titleholder of the Lot, any contractor or installer who will cross the common areas to access the construction site, shall provide the Association with an insurance certificate listing the Association as a named insured prior to commencing work. Insurance shall meet the following minimum limits: Contractor's General Liability including completed operations: statutory minimum amount. Workers Compensation: statutory minimum amounts. The Board may establish these amounts.
4. Homeowners are responsible for any damages to the Common Areas and other Association property. Homeowner is responsible for restoring, re-grading, repairing & replacing any damaged grass, plants or irrigation on the common area or any adjoining Lots, caused by this construction.
5. Owners are responsible for all cleanup of any improvement project. All debris, sod, soil, construction trash etc. shall be removed from the lot and the community within thirty (30) days of the completion of the project.
6. Homeowners are responsible for the acts of their employees, subcontractors and any other persons or parties involved in construction or alteration of the home site. The responsibilities include but are not limited to the following:
  - a. Ensuring that the construction site, community properties and roadways are kept clean and free of all debris and waste materials, and that stockpiles of unused materials are kept in a neat and orderly fashion.
  - b. Prohibiting the consumption of alcoholic beverages, illegal drugs or other intoxicants that could hamper the safety or well-being of others on the site.

#### **Air Conditioners**

1. No air conditioners shall be mounted through a window, door or hung on an exterior wall.
2. Replacement of air conditioner components shall be in their original location unless approved by the ARC.

#### **Antenna and Satellite Dishes**

1. This section shall apply to all outside antennas, antenna poles, antenna masts, electronic devices, satellite dish antennas or antenna towers. All such equipment shall be subject to

the approval of the ARC. All antennas not covered by the Federal Communications Commission (FCC) rules are prohibited.

2. No such equipment may interfere with the radio or television reception of other homes.
3. The ARC requires that all such items be screened from view and that the installation of the antenna comply with all applicable safety restrictions, including any restrictions as to location and height of antenna as imposed by applicable fire codes, electrical codes, zoning codes, and building codes.
4. All satellite dishes must be no larger than thirty-nine (39") inches in diameter.
5. All antennae and/or satellite dishes should be either ground mounted on a stand-alone pole or mounted on the rear wall or rear sidewall of the house so as to not be visible from street.
6. Satellite dishes that are ground mounted shall be installed at no greater distance than eight (8') feet from the house and preferably in a screened or fenced area.
7. It is respectfully requested that satellite dishes NOT be placed on top of roofs. Satellite dishes shall not be permitted to be installed on top of roofs. Notwithstanding, the ARC may grant a waiver if and only if the roof is the ONLY location that will provide proper reception, If you wish to apply for installation of a satellite dish on the roof, please include in your application a copy of the proposed location and a letter from the installer stating why the roof is the necessary location for installation. Any installation on roof tops should be clamped on and not screwed into the structure as it may automatically void any builder and/or roof warranties.
8. Installation of satellite dish shall be in accordance with the current rules of the FCC, placement shall be as inconspicuous as possible. Wiring related to the installation should be aesthetically pleasing and secured in a professional manner.
9. All installations shall meet the minimum wind load requirements of the Florida Building Code (latest edition) concerning wind resistance and other applicable requirements.
10. Homeowners shall not permit their antennae and satellite dishes to fall into disrepair or to become a safety hazard, and shall be responsible for all maintenance, repair and replacement, and the correction of any potential safety hazard.
11. If antennae or satellite dishes become detached, Homeowners shall remove or repair such detachment within seventy-two (72) hours of the detachment. If the detachment threatens safety, the Association may remove the antenna or satellite dish at the expense of the Owner, without prior notice.

### **Security/Video Cameras**

1. Cameras may be installed only after written approval is obtained from the Association's ARC. This obligation by the Homeowner shall include the obligation to maintain, repair and replace any and all portions of the Home or Lot that are damaged, either directly or indirectly, by the installation, operation, maintenance, use and removal of any camera or cameras.
2. Cameras shall be installed on the exterior of a Home in accordance with these rules as amended from time to time and shall be limited in number and size. Specifically, one Home may have up to eight (8) cameras on the exterior of the Home, provided that no more than four

- (4) of those cameras shall be visible when viewing the front elevation of the Home from the street. No camera installed on the exterior of a Home shall exceed seven (7) inches in length, four (4) inches in height and four (4) inches in width. All cable and conduit connected to or supporting a camera shall be concealed from view behind a wall, fascia board or soffit board.
3. Cameras on the exterior of a Home shall be fixed to the exterior walls, soffit boards or fascia boards. Cameras are not permitted in any other location on the Lot, including but not limited to on roof tops. Cameras that rotate, pivot or move by remote control shall not be moved or positioned in a manner that may violate the privacy of another resident or that may impair a person's quiet enjoyment of their Home or Lot.
  4. Cameras shall be aesthetically pleasing to exterior of the home.
  5. No camera shall be installed in any manner or location that will violate the privacy of another person or their peaceful enjoyment of the Properties. For example, and without limitation, no camera on the exterior of a Home shall be pointed directly at the front door, garage door, windows or patio of another Home. Rather, cameras on the exterior of a Home shall be positioned to capture the areas immediately around the Home and the Lot upon which they are installed. In the event that a camera on a Home or Lot is positioned improperly, at the request of the Board of Directors or ARC, the Owner shall reposition the camera or remove it to comply with these rules and regulations. Cameras shall also not be operated remotely or otherwise controlled by their owner in any manner that may violate this rule.
  6. The Association's approval of installation of cameras shall not imply any responsibility whatsoever on the part of the Association, including but not limited to, its Board of Directors, ARC, staff, volunteers, officers, directors, employees, managers, managing agents, access control personnel, agents or legal representatives. The Association, as defined above, shall not be held liable, or otherwise responsible, for damaged property, illegal activity, personal injury or death.
  7. The Association's approval of a Homeowner's request to install cameras is not a guarantee of safety or protection of any person or property of any kind. All people on the Properties, including but not limited to, owners, tenants, guests, invitees, employees, management personnel, access control personnel, vendors and contractors, are strongly encouraged to provide for their own security measures and take proper safety precautions, as they each deem appropriate and necessary in their own discretion and judgment. Each person shall be responsible for providing his or her own insurance coverage for their health, safety and property.

### **Canopies**

1. The installation of a canopy (fabric gazebo) is not permitted. Exception will be for private parties and such fixtures or decorations may be installed 24 hours prior to and must be removed within 24 hours of the party. No other type of sun shade, tent or canopy cover will be approved.

### **Carriage lights**

1. Carriage light sizes and locations must harmonize with the front elevation of the house. A picture with color and dimensions shall be attached to the Modification Request. Lights shall be black, brown, white or natural metal in color.

### **Decks and Concrete Patios**

1. All decks and patios shall be in the rear yard of the lot and not visible from the street in front of the house.

2. All decks and patios shall be solid poured concrete or concrete pavers in an earth tone color to complement the color palette of the house. Wooden or composite material decks may be considered based on the grade and terrain of the lot and will be reviewed by the ARC on a case by case basis.
3. Concrete pavers shall be installed according to manufacturer's recommended specifications and at a minimum over weed block fabric and level tamped sand or similar material.
4. Spaces between concrete pavers shall be sanded or grouted. Grass and weeds shall not be permitted to grow between pavers.
5. The size of decks and patios shall be determined by the available space per lot and may not cover more than twenty-five percent (25%) of the total lot area excluding any building, structures and paved areas.
6. Construction of decks and patios shall not adversely affect any designed and approved drainage pattern for any Lot.
7. Deck rails cannot exceed forty-eight inches (48") in height from decking and shall match the material and color of the decking or trim of the home or be ornamental aluminum to match the color of the house window frames. Deck rails may not extend past the deck or patio and must have a continuous top rail that is free of decorative finials to serve as a handrail.

#### **Dog Houses, Kennels and Runs, Invisible Fences**

1. All dog houses will be located in a fenced rear yard and shall be subject to the side and rear setbacks of the house.
2. The exterior colors and materials must relate to the exterior of the house in which they are located or blend with the environment. The height of the dog house may not exceed the height of the fence. These are subject to the proper maintenance, care and appearance as with any structure.
3. Dog houses shall be a minimum of fifteen feet (15') from any neighboring property line.
4. The placement of dog houses must also take into consideration safety concerns, noise minimization, the possibility of offensive odors, etc.
5. Dog runs (partial fencing of an area) and kennels are not permitted.
6. Invisible fences need approval prior to installation
7. Invisible fencing wiring must be buried no less than six inches (6") inside the lot line. No alterations of the yard grade shall be permitted with the installation of such system.

#### **Doors**

1. Doors may be replaced with doors that are similar in style and composition. Requests for replacement doors shall be submitted including pictures and color choices.

## **Driveways and Entrances to Garage**

1. **Paver** Driveways and entrances to garages **may be considered by the Architectural Review Committee. City permits are also required for the installation of pavers if approved by the ARC.**
2. New or replacement driveways and modifications to driveways with asphalt, loose gravel, stabilized rock and sand base, etc. will not be allowed.
3. Additional walking area(s) adjacent to the driveway which extends the overall total driveway width not more than four (4) feet (two (2) feet on each side of the existing driveway) will be considered for approval. The extension should match the existing driveway in design, material and color; however, paver extensions that complement the color of an existing concrete driveway will be considered. Concrete pavers shall be installed according to manufacturer's recommended specifications and at a minimum over weed block fabric and level tamped sand or similar material.
4. Samples of the pavers and photos of the existing driveway should be submitted with the application. **When replacing poured concrete driveway with paver driveways no graphics of any kind will be permitted. No logos, teams, designs, borders or lines of any kind will be approved. Color of the paver driveway will be consistent and match the color of the house. Walkways to the backyard will only be adjacent to the garage side of the house. Additionally, In order for the neighborhood to be consistent, no concrete extensions will be considered, only paver extensions will be considered.**
  - **Brick patterns consistent with The Reserve at Minneola neighborhood are as follows:**
  - **MEGA OLDE TOWNE & ANTIQUED.**
  - Approved Patterns for Mega Olde are = Random Running Bond, Herringbone
  - **OLDE TOWNE & ANTIQUED**
  - Approved Patterns for Olde Towne & Antiqued = Random, Random Running Bond, Running Bond, T Patterns
  - **ROMA PAVERS**

Approved Patterns for Roma Pavers. = Modular # 1, Modular # 2, Running Bond

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  - **4X8 BRICK PAVERS & ANTIQUED**

Approved Patterns for 4X8 brick pavers =. Herringbone 90 and Parquet

Standard colors for pavers are as follows: Autumn Blend, Cappuccino, Glacier, Sand Dune and Sierra. Additional colors for Old Towne are as follows: Lion's Bridge, Mahogany Ash, Oak Run, Old Chicago, South Beach, Ortega and Sante Fe.
5. No driveway expansion shall be permitted beyond the external side lines of the garage.
6. Screen doors are not permitted for garages.

7. **Elevations (change in Facade including reconstruction)**

1. Changes in the outside appearance of the facade will not be permitted unless these features are or were currently offered by the builders as an option.
2. No vinyl siding will be permitted.
3. All reconstruction including roofs shall be of the same or substantially similar material, colors, etc. as the original construction of the house.

**Elevations (change in Grade)**

1. No owner shall excavate or extract earth (dirt) from a Lot for any business or commercial purpose.
2. No elevation changes shall be permitted which materially affect surface grade of surrounding Lots or change the flow and drainage of surface water at Reserve at Minneola.

**Encroachment and Plantings on Common Grounds**

1. No extension of the landscaping of Home sites will be permitted onto Association common grounds.
2. Residents shall not put trees, bushes, plantings, bird baths, lawn ornaments, planters, bird feeders, flower pots, picnic tables, furniture, fences, walks, hedge enclosures and other types of groupings on common grounds or other Association property.
3. A maximum of three (3) ornaments and/or potted plants are permitted in front of the house or in the rear of a home that is not screened with a fence or other approved screening such as landscaping.

**Exterior Painting and Approved Color Schemes**

1. Only those colors noted on the Approved Paint Colors Exhibit are permitted. **Architecture Review Committee seeks to remove the “Salmon” color scheme and SW0031 Dutch Tile Blue from all approved color schemes.**
2. Prior to painting, each Owner must submit to the ARC a color plan showing the color of all exterior surfaces that shall include samples of the actual colors to be utilized and the materials.
3. Alteration Applications submitted without color samples will be returned. No house may have more than four colors (base, trim, doors, and shutters). **Garage doors shall not be painted the same as the base color of the house. All older homes would be grandfathered in. This change would apply to all new applications for paint schemes to the Architecture Review Committee.**
4. The body of the house (base color) must have a flat or eggshell finish, no gloss or high gloss finishes are permissible. If an Owner is proposing to paint doors and trims with gloss or high gloss, this needs to be noted on the Alteration Application.
5. There must be a minimum distance of one home to either side and in front of the applicant's home before a color combination can be repeated.

**Fencing**

**No fences are approved without the express, prior written approval of the Architectural Review Committee (ARC) of the Reserve at Minneola Homeowners Association, Inc. (HOA). Please note that the ARC has up to 30 days to act on an application. PLEASE PLAN YOUR PROJECT ACCORDINGLY.**

1. Standard lots

- a. Privacy fences Installed for the purpose of enclosing the backyard:
  - i. Are to be six foot (6') high tongue and groove style white or beige PVC,
  - ii. Must be set back a minimum 10' from face of house. If part of front face of house is set deeper, the minimum setback is 5' on that particular side. (See Sketch)
  - iii. The fence must be installed immediately inside the property line. Also remember that the fence is on your property and you are responsible to maintain the property up to the property line. This means that you are responsible for trimming the grass on the outside of the fence up to your property line. (*Exception – when aluminum picket fence is placed around the perimeter of a swimming pool to meet county code.*)
- b. Aluminum picket fence shall be four foot (4') or five foot (5') high black aluminum open picket style commonly referred to as the Key West style; Maximum five (5) feet in height.

2. Corner lots –

- a. ALTERNATE “A” - Four foot (4') or five foot (5') high black aluminum open picket style 5' off the sidewalk, OR
- b. ALTERNATE “B” - , Six foot (6') high white or beige PVC tongue and groove style 5' off the sidewalk.

3. Storm water Management Areas (Dry/Wet Ponds)

- a. ALTERNATE “A” - Four foot(4') or five foot(5') high black aluminum fencing on side yard then tapering down to 4'on back of lot is allowed or
- b. ALTERNATE “B” – Six (6') high white or beige PVC privacy fence on side yards - the last eight foot (8) then tapers down as it approaches the rear property line will then transition in height to match the rear fence. The rear fence must be four foot (4') high open picket style either white or beige pvc or black aluminum style fence.

4. Conservation Lots –

- a. ALTERNATE “A” - Four foot (4') or five foot (5') high black aluminum fencing on side yard then tapering down to 4'on back of lot is allowed or
- b. ALTERNATE “B” - 6' White or beige PVC privacy fence on side yards - the last eight foot (8) then tapers down as it approaches the rear property line will then transition in height to match the rear fence. The rear fence must be four foot (4') high open picket style either white or beige pvc or black aluminum style fence.



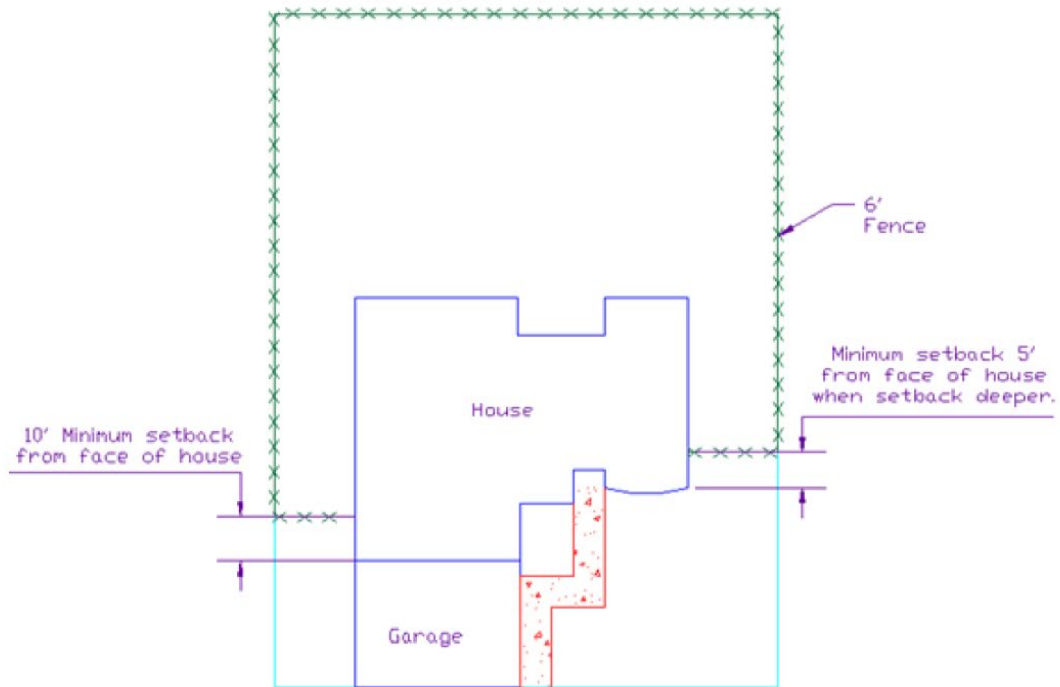
5. General Conditions

- a. Front yards may not be fenced
- b. All PVC fencing must be white or beige tongue and groove often referred to as the Lexington style. Panels look the same on both sides. Maximum height will be 6'. Fences that abut a perimeter wall or fence must be tapered down to meet the same height of the perimeter wall or fence so as not to exceed its height.
- c. Please attach a copy of your plot plan to your alteration application with desired location of fence sketched onto it and denoting setbacks in number of feet. (Please use different color or line style to distinguish survey from alterations)
- d. Once approved, the installation must be completed within 90 days.
- e. Fencing must remain in "like new" condition at all times. "Like new" condition means that regular cleaning of the fence would be needed to keep the crisp, clean appearance. "Like new" also means that any repairs to maintain the vertical nature of the fence should be performed on an as needed basis. At no time will bent, warped, unstable or loose fence panels or posts be allowed for a period of longer than seven days, seven days being deemed a reasonable time period to perform said repairs.
- f. ***It is recommended that a twelve inch (12") wide mulched maintenance strip be installed and maintained beginning on the property line and continuing under the fence into your yard. This will make it easier to maintain the fence without causing damage and reduces or eliminates the need to trim the grass on the outside of the fence.***
- g. Fences must have the prior approval of the ARC and must be constructed of materials described above and shall be built to conform to all manufacturers specifications.
- h. Fences shall be at a height of six feet with the exception of fences on lots with view corridors such as ponds and conservation areas or other view enhanced areas. The view corridor fence shall be gradually reduced to a height of four (4) feet for the last eight (8) feet of fence that abuts the view corridor.
- i. All fences that will abut an existing fence or perimeter wall must be installed with the final end side section graduating in height so that the last panel meets the height of the existing fence or perimeter wall.
- j. Fences shall not be installed flush to the ground in order to prevent blockage of storm water drainage.
- k. It is recommended that fences not be installed in drainage or utility easements. However, if the ARC grants permission for a fence to be installed in a drainage easement it is the responsibility of the homeowner to correct any changes in drainage on the homeowner's home site or adjoining home sites at the homeowner's expense.
- l. Should the Association, City or County be required to correct a drainage or utility situation either above or underground on lots affected by swales, rear yard drains or easements, the homeowner is responsible for all costs associated with the removal and reinstallation of the fence installed in said easement.

- m. Only the finished of “smooth” side of the fence may face outward. No posts or stringers may be visible from the outside of the fence.
- n. No fence shall be constructed closer than ten (10) feet back from the forward facing corners of the house. No fence shall be permitted to extend beyond the front corners of the house in any circumstance.
- o. Notwithstanding any other governmental regulations, any side fencing on a typical or regularly shaped corner lot shall be located no more than one-half of the distance between the side wall of the house and the side property line that is next to the side street. The measurement for the distance of this fence shall start at the side wall of the house, Fence setbacks on irregularly shaped corner lots will be reviewed on a case-by-case basis.
- p. Fences for corner lots require close coordination with the ARC due to their unique layout and concerns for vehicle visibility/safety and compliance with existing easements and county building code setback requirements. The ARC will also take into consideration how a home abutting this lot will be affected due to front set back requirements for the abutting lot.
- a. Only where easements or swales exist, fences will be installed on the property line. Alleyways between fences will not be permitted. (***Exception – when aluminum picket fence is placed around the perimeter of a swimming pool to meet county code.***)
- q. Irrigation systems must be reconfigured to provide complete coverage outside of the fenced area.
- r. Any and all required governmental approvals/permits for fence construction are the responsibility of the homeowners and must be obtained prior to construction. It is the responsibility of the Owner to comply with all City, County and/or Association requirements, whichever is most stringent.

**The Association reserves the right to prohibit fencing of certain lots due to aesthetic reasons.**

## STANDARD LOT SETBACK SKETCH



### **Flags – Federal, State, Military**

1. Flagpoles and flags shall be allowed per FS 720.304: Homeowners may erect a freestanding flagpole no more than 20 feet high to display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable, removable official flag, in a respectful manner, not larger than 4 1/2 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or a POW-MIA flag.
2. Flags shall be replaced if faded, tattered, or in poor condition
3. Flagpoles and flag attachments will be kept in a clean and maintained condition.

### **Front Entry of Home**

1. Front entry into the home may be screened with bronze aluminum framing and charcoal screen given it is aesthetically pleasing, contingent approval from the ARC.

### **Front Roof Changes**

1. No changes other than skylights will be permitted on any roof which is visible from the front of the house.
2. All shingle replacements must be dimensional with a thirty (30) year life. Any changes to roof/shingle style or color require ARC approval.

### **Garage**

1. No garage shall be enclosed or converted into a living area and must at all times be used as a garage for car storage or storage of Owners personal property.
2. No screening is allowed temporarily or permanently on garage door openings.
3. Garage doors shall remain closed when the garage is not in use.
4. Unless it is the primary garage, stand-alone garages and secondary garages accessible by side or rear yards are not permitted.
5. Replacement of garage doors shall meet current County codes at the time of replacement. If there is more than one (1) garage door and the new door cannot be an exact match, then all doors must be replaced at the same time.

### **Garbage and Trash —Screening of Containers and HVAC Equipment**

1. Acceptable screens shall be of material and color compatible with the design of the residence and may include landscaping or fencing. **Screen shall be consistent with the currently authorized PVC fencing material. PVC screens must be in good repair at all times, standing correctly and with no mold or mildew present.**

2. If enclosed, overall height of the enclosure, including posts shall not exceed four (4) feet. Overall length shall be kept to the minimum necessary to accomplish the screening. Overall width may not block side yard access to the rear yard.
3. All screens, landscape structures or plant materials shall be located a minimum of two (2) feet from HVAC equipment to allow for adequate air circulation around the equipment, but may not encroach or trespass on a neighboring property or disturb yard drainage.
4. If plantings are used for screening, "adequate screening" shall be plantings which initially (i.e. when first planted or installed) screens a minimum of eighty percent (80%) and which completely screens the cans or equipment within one (1) year from the date of approval.

#### **Gas Tanks (Propane and/or Natural)**

1. Preferable installation is to have gas tanks buried. Gas tanks installed above ground shall meet applicable building code requirements.
2. If Owner chooses not to bury the gas tank, the tank must be screened from view of the streets and neighboring property. Appropriate screening includes fencing and landscaping.
3. If using landscape for screening the tank, Owner shall install a landscape buffer or other visual barrier to screen tank from view of the street and other properties. Plants that are a minimum of three feet tall and that will reach a maximum 80% capacity within 12 months shall be installed and allowed to grow to the height of the gas tank. When the tank height is attained, the plants will then be properly trimmed and maintained at that height. Any dead plants shall be replaced immediately with the same type of plant of similar height.
4. Separate and apart from the foregoing, pursuant to the Declaration, other than one (1) portable propane tank for use with an outdoor barbeque grill, no oil tanks or bottled gas tanks shall be allowed on any Lot without the express written consent of the ARC and such tanks shall be located so they cannot be seen from other Lots, Common Area or Streets.

#### **Generators**

1. Permanent or hard wired generators may be installed and mounted on a concrete pad at the side/rear of the house. These generators are normally hard wired to the house's electrical system and run off of propane.
2. The generator shall be installed in the back of the house or on the side with proper screening – i.e. a fence.
3. Generators shall be screened from view from the street with shrubs or other landscaping under the same guidelines as those for screening swimming pool equipment.
4. The generator enclosure box shall be painted to match the exterior body color of the house unless located within a fenced yard.

#### **Gutters and Solar Collectors**

1. All gutters must match the exterior house color; trim color or window frame color.
2. Gutter down spouts must not concentrate water flow onto neighboring properties.

3. Solar collectors must be flush mounted on the roof and whenever possible be located on the rear and side roofs of the house and should not be installed so as to be visible from the street. Roof mounted solar equipment (excluding the solar panels) must match the roof color. (Note: Roof mounted solar collectors and equipment may void builder warranties and/or the roof warranty.)
4. Yard mounted solar collectors are allowed within a fenced area of the yard and shall not exceed the height of the fence.

### **Holiday Decorations**

1. Holiday displays in the front entryway and on the front door, along with traditional holiday lighting do not require approval from the ARC.
2. Holiday lights and decorations shall not create a nuisance to the adjacent residents or the community.
3. Holiday lights and decorations to celebrate Christmas, Hanukkah, or other holiday, may be installed commencing on Thanksgiving and shall be removed no later than January 15<sup>th</sup> of the following year. Brackets, clips and other holders for holiday lights that are installed on a house must be removed at the time that the lights are removed.
4. No more than 3 individual inflatable display items are permitted for any holiday.
5. Holiday decorations may be placed on the exterior of the lot fifteen (15) days prior to the special day and must be removed five (15) days after the special day.

### **House Numbers**

1. To aid emergency personnel, delivery people and to conform to Lake County ordinances, each house shall have a readily visible number permanently attached to the front of the house.
2. The numbers must be displayed at all times and shall be located only over the garage door or near the entrance to the front door, in a location clearly visible from the street.
3. Any changes to original house numbers must be approved by ARC.

### **Irrigation**

1. Irrigation may be installed in the front, side and rear yards of houses.
2. For houses where this is not the case, the lack of an installed irrigation system does not relieve you of the responsibility of maintaining your lawn and landscaping to the minimally acceptable community standards.

### **Landscaping**

1. The addition or removal of any landscaping is a landscape change subject to the power of the ARC to promulgate guidelines.
2. The following guidelines apply to landscape changes:
  - i. Landscaping may be added to or removed from the yard of any Lot, but only with the approval of the ARC.

- ii. Maintenance of the lawn and landscaping shall mean at a minimum, upkeep, maintenance and preservation of that which was initially installed by the builder of the house on the Lot.
- iii. Any Lot owner who wishes to modify and change the landscaping installed by the builder of the house on his Lot, to a Xeriscape or low water-usage design must first obtain approval from the ARC. The Alteration Application requesting this approval must be accompanied by a landscape design that is a certified Florida-friendly yard under the Florida Yards and Neighborhoods (FYN) program. Information about this program can be obtained through the Lake County website online.

#### **Berms/Drainage Swales**

- 1. Except as installed by the developer or builder, earthen berms or drainage swales shall not be altered.

#### **Buffer Landscaping Between Lots**

- 1. Side yards between Lots may be landscaped with plant materials to provide visual screening. Continuous linear runs shall not exceed twenty-five (25) feet in length and must be at least ten (10) feet back from the front corner of the house (same as Fence Guidelines). Normally, no more than one (1) landscape buffer will be permitted on each side of a Lot. Curvilinear shrub hedges augmented by ornamental, shade and/or palm trees are preferred.
- 2. Buffer landscaping shall not be located any closer than five (5) feet to the property line as measured from the tree trunk or plant material's main trunk. Buffer landscaping shall not extend into any front yard setbacks or obstruct the vision and safety of vehicular or pedestrian traffic.
- 3. On view corridor Lots, shrub material from the rear building set back to the property line shall be maintained at a four (4) foot height to ensure visibility and will be reviewed on a case-by-case basis by ARC. The selection of buffer landscaping species shall be made from the approved Plant Materials List.

#### **Edging or Landscape Borders**

- 1. Poured concrete curbing, concrete edging blocks, stacked stone or slate and black or green plastic edging are the only acceptable forms of edging a sample or photo of the curbing/edging shall accompany the request.
- 2. Only one style of landscape curbing and/or edging may be used in areas of the lot which are not enclosed by a privacy fence.
- 3. Poured concrete curbing shall be the natural concrete color or a natural earth tone color added to the concrete mix at time of pouring. No painting or staining will be allowed after pouring. A color chip shall accompany the request. Only stone or block may be used.
- 4. Edging blocks shall be natural concrete color or an earth tone color. A sample or photo of the edging block shall accompany the request.
- 5. Edging will be allowed around mulched areas along the perimeter of the house and may be installed around an island which measures a minimum of 150 square feet.

6. Edging will be allowed around individual trees if installed to a diameter of at least thirty-six (36) inches in order to contain mulch and prevent damage to trees from lawn equipment. A minimum distance of six (6) feet shall be maintained between any landscape borders.
7. Edging shall not be installed around lamp posts, along driveways, or within the grassy area between the street and sidewalk.
8. Wire, decorative plastic, resin and wood borders are not permitted.

Permitted styles are poured in place stamped concrete, stone look, Keystone block, retaining wall blocks and stacked slate. Colors may be muted tones of beige, tan, gray, terra cotta or natural concrete.

### **Landscape Lighting/Flood Lights**

1. Landscape lighting, solar or wired, may only be installed in landscaping beds, sides of the driveway, and along the walk from the front door to the driveway. It may not be installed adjacent to the sidewalk or between the sidewalk and the street. Individual lights shall be black, white, or natural metal in color (silver, gold, bronze or copper).
2. Post mounted lights shall not exceed 12 inches in height, hanger mounted lights shall not exceed 24 inches in height from the top of the light fixture to ground level.
3. Lighting shall be low level and recessed to shield the source of the light. Low voltage fixtures shall be located and aimed carefully. Tree mounted lights are not allowed.
4. Junction boxes and other lighting hardware shall be placed below grade or screened by landscape material to minimize daytime visibility.
5. Lights may not shine onto other properties or onto the sidewalk or street.
6. Lights should be maintained in working order.

### **Trees — Planting**

1. The originally installed trees were part of a landscape plan approved by Lake County/Minneola. Some Lot trees were actually a development requirement. If relocated, all reasonable efforts must be exercised to keep them alive. If they die, they must be replaced with a tree from the approved species list from the Lake County/Minneola Tree Ordinance.
2. No tree listed as a Not Approved Tree in the Lake County Tree Ordinance is permitted.
3. Tree staking materials shall be adjusted on a regular basis to maintain a neat appearance and permit plant growth to occur. All staking materials shall be removed no later than one (1) year after initial installation.
4. Fruit and citrus trees will be considered by the ARC; however, they will be required to be planted in the rear of a fenced yard and must be located at a distance from the property line that will not allow encroachment of the mature tree onto a neighboring property.

### **Trees — Relocation**



1. Existing trees to be relocated shall be pruned then immediately replanted, firmly secured in the ground by staking and adequately watered and fertilized until well established and rooted. Any relocating of existing trees should be done by a licensed professional who will adhere to nursery standards for relocating.

### **Trees— Removal or Destruction**

1. The removal or destruction of any tree and distinctive flora is a landscape change and, therefore, subject to the authority of the City of Minneola and the ARC to approve or disapprove the removal or destruction of trees.
2. The following guidelines shall apply to the removal or destruction of trees and distinctive flora:
  - i. Trees that have been planted at the direction of the builder/developer to meet County/City development requirements shall not be intentionally destroyed or removed.
  - ii. Trees which have a diameter in excess of six inches (6") measured two feet (2') above ground level, and distinctive flora shall not be intentionally destroyed or removed except with the prior approval, in writing of the ARC.
  - iii. Prior to the written approval of the ARC to remove any tree described above or distinctive flora, the homeowner shall first obtain written approval (in the form of a removal permit along with any conditions for replacing the removed tree or distinctive flora) from the governing County/City agency or department.
  - iv. The above requirements pertain to trees and distinctive flora which die, for whatever reason, and unless otherwise approved by the ARC, shall be replaced with the same species and size tree or distinctive flora as the original tree or distinctive tree flora.

### **Trees - Street Trees**

1. Street Trees are not permitted.

### **Trellises, Lattice, Arbors, Arches and Pergolas**

1. Arches, arbors, pergolas, trellis and similar structures are permitted with ARC approval.

### **Vegetable, Herb and Cutting Gardens, Compost Bins**

1. Vegetable, herb and cutting gardens shall be confined in fenced rear yard and plants shall not exceed fence.
2. Gardens shall be properly maintained during the growing season and thereafter, all dead plants, stakes or other materials shall be removed.
3. Composting is only permitted in commercially manufactured bins designed specifically for suburban composting and must have ARC approval prior to placement of the bin on the Lot. Any such bin shall be covered at all times and located in rear yard and not visible from street.

4. Compost bins shall be located a minimum of fifteen feet (15') from neighboring property lines.

#### **Lawn Furnishings**

1. All other types of lawn furniture will be located in the rear of the home and not be visible from the street in front of the home.

#### **Lawns**

1. Lawns shall be maintained in accordance with adopted policies that define the minimum community standards.
2. All Lots shall have grassed front, side and rear lawns.
3. No gravel or similar type lawns will be permitted.
4. All lawns shall be sodded with St. Augustine or other approved Florida Friendly grass and irrigated unless dictated otherwise by local municipality. When replacing the builder installed St. Augustine sod with another type of grass, ARC approval is required.
5. Plant beds and trees will be mulched with mulch or rock with ARC approval. It is suggested that rigid landscape edging be used to keep materials in plant beds.

#### **Lighting**

1. All exterior lighting shall be consistent with the character established in Reserve at Minneola and be limited to the minimum necessary for safety, identification, and decoration.
2. Owners may not install security spotlights or flood lights unless lights are activated by a motion sensor.
3. Fixture design and location shall be compatible with the design of the Home.
4. No spot lights, flood lights, or other high intensity lighting will be placed or utilized upon any house so that the light is directed or reflected on neighboring property.
5. Bollard light fixtures are not permitted.
6. Enclosures of light fixtures shall be designed to conceal the lamp bulb. Light bulbs may not exceed the manufacturer's recommendation for bulb wattage.
7. No lighting shall be permitted that constitutes a nuisance or hazard to any owner or neighboring resident.
8. Post mount light fixtures shall be permitted in the rear of the house and not visible from the street in front of the house.

#### **Lightning Rods and Brushes**

1. Lightning rods and brushes may be installed and shall be done in a manner that is least obtrusive and uses the minimum number to accomplish the desired purpose. ARC approval is required.
2. Lightning rods shall not be allowed to fall into disrepair. Any lightning rods needing repair or replacement shall be repaired or replaced immediately or completely removed.

#### **Outbuildings, Sheds and Storage Containers**

1. No temporary outbuildings, sheds, or other outdoor storage containers shall be permitted on any Lots. Exceptions may be approved by the ARC.

#### **Play Structures, Recreational Equipment and Toys**

1. All exterior play and recreational equipment, including swing sets, jungle gyms, soccer goals, trampolines, or the like must be located within the rear yard of the property and must be screened from public view with a privacy fence only.
2. No permanent Basketball goals are permitted. Portable goals must be stored after each use and not left out overnight.
3. Acceptable screening includes landscaping and fences. Trampolines will only be permitted within yards that have a privacy fence and installed as described below.
4. All play and recreational equipment must be maintained on a regular basis by the Owner.
5. Tree houses and skateboard ramps are not permitted on any portion of the Lot or common properties.
6. All play and recreational equipment is to be placed at least seven and one half feet (7.5') in from the rear property line and must be located within the side setbacks of the house.
7. All portable play and recreational equipment, including toys, must be removed from public view when not in use, unless within a fenced rear yard. Portable play and recreational equipment include items such as toddler's playhouses, slides, climbers and other large outdoor toys which are normally made of plastics and vinyl and that are not anchored in concrete.
8. All portable play and recreational equipment shall be removed upon issuance of any storm warnings of Tropical Storm Warning or higher. Owners shall take all recommended actions to secure non-portable equipment in storm events to ensure that said equipment does not cause bodily injury or damage to either's property.

#### **Play Structures - General**

1. Play structures include but are not limited to, gym and/or swing sets, slides, playsets, playhouses, tetherball poles, etc.
2. A picture and the dimensions of the play structure must be submitted with the Alteration Application.

3. Applications for play structures must include a survey showing its intended placement. The structure's visual impact to neighboring lots and/or the street must be buffered as much as possible with approved fencing and/or landscaping.
4. It is preferred that canopies and "roofs" of play structures be of earth toned colors—tan, brown, olive or forest green.
5. Play structures must be securely anchored and installed in a manner so that strong or tropical force winds or higher will not carry it to other properties causing damage or bodily injury.
6. Any detachable parts on play structures must be removed and stored in a safe location when a tropical storm or hurricane warning is in effect.
7. Play structures must be kept in good condition at all times including repair, painting or staining and the replacement of any canvas.
8. Play structures on a corner Lot should be located to the center of the Lot or on the interior side of the Lot; not on the street side. It is highly recommended that the Lot have a six-foot privacy fence.

#### **Rain Barrels & Rain Chains**

1. Rain barrels designed for the purpose of capturing rain from the gutter systems may be used on the side or rear of the house.
2. Barrels shall be placed within an existing landscape bed and screened with plants.
3. Barrels may not exceed three (3) feet in height and shall be earth tones in color.
4. Rain chains may only be used in the rear of the home.

#### **Reflectors**

1. Reflectors are not allowed.

#### **Roofs**

1. Changes to the roof must be approved by the ARC.

#### **Roof Extensions/Covering**

1. No roof extensions (carport or overhang) for a car, boat, equipment or any other purpose will be permitted.

#### **Screen Enclosures Patios and Sunrooms**

1. Screen enclosures may have shingled, Elite style insulated aluminum roofs or screened roof structures. If shingled, they shall match the existing shingles on the house and shall maintain the rear setback as required by local municipality code. If insulated aluminum panels, frame and roof color must be the same if top of roof will be visible to the street. The pitch of the roof shall meet current code requirements.
2. If the roof is screened, it shall be charcoal in color.

3. Framing must be anodized or electrostatically painted aluminum to match the framing of windows on the Home.
4. Screening shall be charcoal and of standard mesh size. No opaque or decorative screening is permitted.
5. Installation will meet all county and state building codes for homes within "C" Wind Exposure Zones and be designed and built to withstand 130 mile per hour winds.
6. All support cables, screws and fasteners shall be of a non-corrosive material such as stainless steel.
7. Structural gutters may be installed but where necessary, must be adjusted to tie into existing home gutters—runoff must be directed in a manner that will not negatively affect neighboring property or common property.
8. Aluminum kick plates, not to exceed sixteen (16") inches are allowed on screen enclosures including screen doors. Decorative grills may not be installed on screen doors.
9. Sun room walls shall have a stucco finish on the exterior to match the existing house and will be constructed at a height not to exceed thirty-six inches (36"). All construction must be in conformance with the applicable building codes.
10. Vinyl windows (clear or light grey) will be allowed with frames that match the color of the existing window frames. Sample of light grey tint shall be included with application.
11. Roof line may not exceed the height of the house.
12. Gable style roofs that are constructed of Elite style insulated aluminum panels will not be permitted unless the frame is bronze. Frame and roof of Elite style insulated aluminum roofs must match in color if the top of the roof will be visible to the streets or neighboring properties.
13. Exterior of the enclosure must be landscaped if not located within a fenced area.
14. Irrigation systems may require modification to ensure 100% coverage of the property. This should be a part of the Alteration Application.

#### **Screen and Storm Doors**

1. Screen and storm doors are allowed with ARC approval.
2. Security doors (metal grilles or bars) are prohibited.

#### **Sidewalks and Stepping Stones**

1. Sidewalks may be installed from the driveway to a side garage door or fence gate leading to the back yard.
2. Sidewalks shall be concrete or pavers to match the driveway, be 30" to 36" in width, located a minimum of five feet (5') in from the property line and shall not interfere with approved drainage of the current or adjacent lots.
3. Stepping stones are permitted with ARC approval and must be maintained.

- 4 Other signs are not permitted without ARC approval.

### **Skylights and Solar Panels**

1. Skylights must be integrated as part of the roof design and require prior written approval from the ARC before installation.
2. Solar water heating panels will require approval by the ARC. Any solar panels and related appurtenances and equipment shall be designed and constructed to appear as an integrated part of the building's architecture. This shall generally mean that the panels shall be roof mounted so that the top surface is flush with the roof surface with all appurtenances recessed into the building's attic.
3. Solar panels should not be installed on the front street facing side of the home. All pipes must be of a color to blend with the roof shingles and color of house.

### **Storm/Hurricane Shutters**

1. Permanently installed shutters may be accordion or roll-up style and must be approved by the ARC.
2. Temporary shutters include Lexan panels or similar, aluminum panels and fabric panels. In the event of an actual storm event causing substantial damage to the house, homeowner may request in writing, for an extension to this time period if the repairs and restoration of the house require that the panels remain attached for a longer period of time.
3. Shutters may not be closed or installed at any time other than during a storm event.
4. Under no circumstances may storm shutters or protective panels be used as a routine security measure.

### **Swimming Pools and Spas**

1. Any swimming pool to be constructed on any home site is subject to review and approval by the ARC.
2. Pool filter equipment must be placed out of view of neighboring properties and the noise level to neighboring properties must be considered in locating equipment. The need to screen equipment may be necessary. All screening must have the prior written approval of the ARC.
3. Pool heating equipment must comply with all applicable building, zoning and fire codes.
4. Pools shall be of the in-ground type. Above ground pools are prohibited. The elevation at the top of the pool shall not be over two feet (2') above the natural grade of the lot.
5. Swimming pools shall not be permitted on the street side of the residence and if on a corner Lot must be screened from the street.

6. Spas or Jacuzzis shall be of the in-ground type with the exception of above ground types not exceeding three feet (3') in height above the existing grade level. They shall be located in the rear yard and screened from street view and the view of any neighboring property.
7. Screening of the pool is required either by fencing the property or by a screen enclosure that totally encloses the pool. Landscaping may be installed to provide privacy for screened enclosures. Landscaping for this purpose must receive ARC approval prior to installation.
8. Pool heaters and pool filters shall be screened from view from the street by either a fence or landscaping. If using landscaping, Plants shall be the same height as those planted by the builder at the A/C unit. Plants shall be properly trimmed and maintained at the height of the pool equipment. Dead plants shall be replaced immediately.
9. Pool overflow and drainage are required to have a small gravel drain bed (French drain) for chlorinated water to flow into.
10. Under no circumstances may chlorinated water be discharged onto other homeowners' lawns, community streets, or into retention ponds.

#### **Water Softeners**

1. Installation usually requires a permit. Please check with the County Building Department.
2. Discharge from water softeners shall be routed to an open air sanitary waste line or it may dump into a laundry tub or sewer line with a 'IP" trap. It shall not drain to the outside open areas.
3. Water softeners shall be screened from view from the street with shrubs or other landscaping under the same guidelines as those for screening HVAC and swimming pool equipment.

#### **Windows- Replacement, Tinting and Treatments**

1. Originally installed windows may be replaced with windows of similar style. Replacement window frames shall match existing window frames unless all windows in the home are being replaced at the same time in which instance a request to change style or color shall be considered by the ARC.
2. Owners may request to install energy conservation films on windows. Window tinting film applied to the interior of the windows shall be gray in color with no more than 21% solar reflectance and no less than 30% light transmittance.
3. The degree of darkness allowed for non-reflective tinting shall remain with the ARC on a case by case basis. All tinting requests must be accompanied by a brochure or manufacturer's description. All requests must include a sample of the material to be used. This sample will remain with the application and will not be returned.
4. No silver, gold or bronze reflective colors are allowed. No reflective tinting or mirror finishes (to include aluminum foil) will be permitted.

#### **Exterior Maintenance of Structures and Grounds**

1. Lots and houses shall be maintained in a neat and attractive manner at all times.

2. In the event an Owner of any Lot in the Properties shall fail to maintain the Lot and the improvements or fences situated thereon in a manner satisfactory to the Board of Directors in its reasonable discretion, the Association, after approval by two-thirds (2/3) vote of the Board of Directors and ten (10) days written notice to the Owner and opportunity for a hearing before the Board of Directors, shall have the right, through its agents and employees, to enter said parcel and to repair, clear; trim, maintain and restore the Lot and exterior of the buildings and any other improvements erected thereon. The cost of such exterior maintenance shall be a Specific Assessment against the Lot and Owner and shall be added to and become part of the total Assessment to which such Lot is subject. The Specific Assessment shall be due and payable thirty (30) days from the date said Assessment is made. If said Assessment is not paid when due and payable, interest shall be charged by the Association at the highest rate permitted by Florida law.

#### **Portable Storage/ Moving Containers**

1. Portable storage/ moving containers (commonly known as PODS) or any similar units designed for the temporary storage or transportation of a resident's personal household goods are permitted in the community for a maximum of seven (7) days.