

The Springs of Suntime Architectural Standards Manual

Revised /Approved
By Springs of Suntime
Board of Directors

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4/1/16
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Contents

Section	Page
Introduction	3
1. Property Improvement	4
2. Approval	4
3. Disapproval/Appeal Process	4
4. Compliance with Government Regulations	5
5. Liability	5
6. Waiver	5
7. Construction Time	6
8. Final Inspections	6
9. Violations	6
10. Height Limitations	7
11. Garages and Carports	7
12. Driveways	7
13. Roofs and Roofing Materials	8
14. Windows and Window Treatments	8
15. Exterior Building Materials	9
16. Playground Equipment	9
17. Outdoor Storage	9
18. Solar Panels	11
19. Gutters	11
20. Landscaping	11
21. House Painting	12
22. Driveway Painting and Pavers	13
23. Air Conditioning Units	13
24. Clothesline and Outside Clothes Drying	13
25. Lakes and Canals	14
26. Wells and Irrigation Systems	14
27. Fences	14
28. Mailboxes and Other Delivery Boxes	16
29. Hurricane Panels	16
30. Antennas and Radio Transmission Equipment	16
31. House Numbers	16
32. Generators	17
33. Flags	17
34. Pergolas	17

Introduction

This Architectural Standards Manual is published by the Springs of Suntree Architectural Review Committee (ARC) and approved by the Board of Directors of the Springs of Suntree Property Owner's Association. It sets forth the architectural and landscaping standards within the Springs of Suntree. The ARC shall have the right to exercise architectural control over all property improvements and to assist in maintaining a community of high standards and aesthetic beauty. The ARC will develop, adopt, publish and make available to all owners, either directly or through the association, and may from time to time change, modify, and amend this manual.

If the improvement that you are requesting is not in this manual, you may seek approval from the Board of Directors.

1. PropertyImprovement:

Prior to making improvements to your property you must have approval from the Architectural Review Committee. ALL proposed property improvements must be specifically described on an ARC Request form which can be found at the community office. Plans showing dimensions, indicating size, shape, height, color, material and location on site plan or survey need to be submitted with your request in order for it to be expedited. Drawings, pictures and brochures are welcomed and often helpful.

Property improvements include, but are not limited to the following:

Exterior Painting (including walkways/driveways)

Hurricane shutters

Major Landscaping (trees, islands, etc...)

Patios/patio covers/ lanais

Playground equipment (swings, slides, basketball backstops, sand boxes, etc.)

Swimming pools/enclosures

Screened porches/ entrances

Screened garage doors (if on the outside of the garage door)

NOTE: Obtaining county permits is the responsibility of each homeowner.

2. Approval

The ARC shall notify the Owner of its approval or disapproval by written notice within **30 days** after submission of an ARC Request Form. In the event that a request has not been approved/denied within 30 days the request shall be submitted to the Board for review.

Approval of any request shall not be held in a discriminatory manner or in a manner which unreasonably prohibits the reasonable improvement of any property, but may be withheld due to aesthetic considerations.

3. Disapproval/AppealProcess

If, for any reason, a homeowner is not satisfied with a decision made by the ARC they may appeal for a board review of their request. The ARC Appeal forms are located on the back of the ARC Disapproval letter.

4. Compliance with Government Regulations:

In addition to the ARC requirements, any improvements made must be in compliance with the Brevard County and the State of Florida building codes. The owner is responsible for obtaining any and all permits required to make their property improvements. Any consent or approval by the ARC for any improvements may be made conditioned upon the owner obtaining a building permit or providing the ARC written evidence that such permit will not be required. The owner shall not proceed with any improvements until such permits are obtained or evidence that a permit is not required is obtained and submitted to the ARC.

5. Liability:

ARC approval of any property improvements shall not be deemed to be a warranty or guarantee that such improvements are complete, do not contain defects, or comply with any applicable governmental requirements. The ARC shall not be liable for any defect, deficiency or injury resulting from approving or disapproving any homeowner's property improvement.

6. Waiver:

The ARC shall have the right to waive one or more of the restrictions, or to permit a deviation from these restrictions. Such waivers/deviations are up to the discretion of the ARC but must be documented as having special circumstances which justify such waiver/deviation. In granting any waiver/deviation, the ARC may impose conditions and restrictions as the ARC may deem necessary. The homeowner shall be required to comply with any such restrictions or conditions connected with any waiver/deviation. Failure to follow the restrictions or conditions will result in involvement of the Board and appropriate measures being taken to rectify the situation.

Please note that a waiver is just a waiver, NOT a change in standards or a guarantee that another homeowner will be allowed the same waiver.

If the homeowner is not satisfied with the waiver/deviation of these restrictions they may make an appeal to the board.

7. Construction Time:

Upon commencement of improvement, such improvement shall proceed continuously, and without interruption to completion within a reasonable time; but in no event more than one year from the date of commencement. Requests for extensions may be requested from the ARC.

8. Final Inspections:

Upon the completion of any improvement, the homeowner shall give notice of the completion to the ARC. Within 30 days, the ARC shall inspect the improvement and notify the owner in writing that the improvement is accepted, or that the improvement is deficient because it was not completed in conformance with the approved plans and specifications or in a manner otherwise acceptable to the ARC, specifying the particulars of such deficiencies.

Within 30 days thereafter the owner shall correct the deficiencies set forth in the notice of the completion.

If the ARC fails to notify the owner of any deficiencies within 30 days after the receipt of the notice of completion the improvement shall be referred to the board for review.

9. Violations:

In the event that any improvement is made without first obtaining the approval of the ARC, the ARC shall specifically have the right to injunction relief to require the applicable owner to stop, remove and/or alter any improvement in a manner which complies with the requirements of the ARC, or the ARC may pursue any other remedy available to it. The Board of Directors of the Springs of Suntree Property Owners Association, Inc. shall have all of the rights of enforcement pursuant to the Declaration of Covenants and Restrictions, including but not limited to the right to impose fines, legal fees and expenses incurred in enforcing the contents of this document.

The failure of the ARC to object to any improvement prior to the completion of the improvement shall not constitute a waiver of the ARC's right to enforce the provisions in this document.

10. Height Limitations:

No improvement on any lot shall exceed twenty-five feet (25') in height, as measured from the shed grade of the first floor to the roof peak at its highest point. Each home shall consist of no more than two full stories.

11. Garages and Carports:

No carports or additional garages shall be placed, erected, constructed, installed or maintained on residential property.

Exterior screens may be installed on garage doors (sliders or retractable).

No garage shall be converted to another use (e.g. living space) without the Substitution, on the lot involved, of another garage meeting the minimum requirements for the storage of an automobile.

12. Driveways:

Driveways may be extended no further than the outside edge of the house to facilitate ease of exiting vehicles. Eighteen inches will be allowed on the inside of the driveway as long as said eighteen inches does not bring the driveway to the front door or in front of any windows. Driveways may not be extended for the purpose of parking more vehicles, side by side, than the garage is designed to hold. The eighteen inches will be allowed to be in decorative pavers / stones or poured concrete.

The ONLY exceptions to this will be made to homeowners with a one car garage and will be on a case by case basis. If an exception is made the driveway extension must meet the following guidelines:

A. It will only be allowed to go past the outside of the home, not to the inside or in front of the front door or windows. Homes that already have an inside the home driveway extension will not be allowed an outside extension.

B. The extension must meet up to a wall, fence or shrubbery that is at least 3 feet tall and the width of the extension portion that goes beyond the outside wall of the home. (Example: If the extension is 4 feet wide extending from the outside of the home, a wall (may be made to match exterior of home or out of decorative stones

Or bricks), shrubbery or a fence must also be extended 4 feet wide from the home and be at least 3 feet tall. (NOTE: This will be the only time that a 10 foot setback will not be required for a fence.)

C. The extension may not be any wider than 6 feet from the outside edge of the home and must stay within the homeowner's property line. Please keep the easements in mind while planning your extension.

D. The extension must be poured concrete and made to match as close as possible to existing driveway.

NOTE: Obtaining county permits is the responsibility of each homeowner.

13. Roofs and Roofing Materials:

The roof of the main body of all building and other structures, including the principal residence shall be pitched.

Flat roofs and tar and gravel surface roofs are not permitted. ~~Sloped aluminum panel roofs are allowed as patio covers ONLY.~~

To replace the roof on any residential house in the community, a homeowner must submit a request for approval showing material, color and style. All proposed roofs and materials must be to current state and county code standards or better. Alternative material other than specifically outlined in the Declaration of Covenants will be considered on a case by case bases.

NOTE: Obtaining county permits is the responsibility of each homeowner.

14. Windows and Window Treatments

The windows of all homes shall have frames. Raw or silver colored aluminum window frames are not permitted. Aluminum frames will be white or bronze in color. If window frames are constructed of wood, they must be painted to match the color of the aluminum frames.

No barred windows are permitted.

No decorative grates or grills are permitted on windows.

Charcoal or black screening is required for anything needed screened.

Window treatments shall consist of drapery, blinds, shutters, decorative panels or other window coverings. Newspaper and aluminum foil sheets are not

Permitted For use as window coverings. Temporary window treatments are not to be used past a resident's first month of occupying the residence and may be used when permanent window treatments are being cleaned or repaired.

Mirror type material shall not be installed on any door or window.

15. ExteriorBuildingMaterials:

Uncovered or exposed (whether painted or not) concrete or concrete block shall not be permitted as the exterior finish of any building structure or wall.

Any addition or expansion done must match existing exterior finish.

16. PlaygroundEquipment:

All playground equipment must be maintained in good order and rust free. Natural wood need not be painted. No permanent playground equipment shall be allowed.

17. Outdoor Storage

Bins:

Outdoor storage bins will be considered on a case by case basis with the following restrictions:

- A. Placement - will be determined by the ARC on a case by case basis.
- B. Material, resin - must be made Rubbermaid-like or a similar type of material. No aluminum or wood structures will be allowed.
- C. Location - if placed on the side of a home it must be screened from the street by shrubbery, fencing or decorative wall as approved by the ARC.
- D. Height – Must not exceed 5 feet in height.

E. Anchoring, wind protection – at least 2 anchoring devices, one on either side of the unit driven into the ground, to enable a rope to be placed over the unit.

Sheds:

Outdoor storage sheds will be considered on a case by case basis with the following restrictions:

A. Placement - will be determined by the ARC on a case by case basis.

B. Material, resin or vinyl - if resin must be Rubbermaid-like or similar material or if vinyl must be DuraMax Building Products or similar material. No aluminum or wood structures will be allowed.

C. Design Types – Exterior of house wall or standalone

Exterior of house wall - is designed to be placed along the side of a home.

It resembles a standalone shed that has been cut in half along the ridge line and this edge is placed alongside the house.

Standalone – is designed to be placed freestanding

D. Location –

Exterior of house wall - units must be screened from the street by shrubbery, fencing or decorative wall as approved by the ARC and must follow the same rules of placement as a fence, thus no closer than 10 feet from the front of a house.

Standalone – units are to be freestanding in the yard located behind the house.

They must be obscured from sight by a fenced in yard or a fence around the structure or approved shrubbery covering three sides and to a height of the top of the structure.

E. Footprint area and Height –

It is understood that both types of storage sheds are constructed to standards of design for mass marketing and not to any specific community standards. Thus it is the intent of the SOS ARC to accommodate reasonable variations of design footprint area and height. The ARC standard will be a footprint of 7' x 7' and a height of 6 feet. Reasonable variations will be entertained on a case by case basis primarily based on location and sight line of neighboring properties and roads.

F. Anchoring, wind protection - at least 4 anchoring devices, 2 on both sides of the unit driven into the ground, to enable ropes to be placed over the unit.

18. SolarPanels:

Solar panels should blend into structure as much as possible. They shall be flat on the roof and not be tilted up at a greater pitch than the roof unless design

Provisions are made to blend it into the structure. No solar panels can be ground mounted.

19. Gutters:

Gutters may be white or brown to match the window frames.

20. Landscaping:

Each homeowner is required to maintain the landscaping on his/her lot, and on any contiguous property between his/her lot and the pavement edge of any abutting road. But, unless notified no owner will plant or maintain any landscaping within an area maintained by the Association or on common property.

Landscaping maintenance includes but is not limited to:

- Mowing
- Watering
- Trimming / edging
- Fertilizing
- Weed, insect and disease control

All landscaping areas shall be primarily grass, and shall not be paved or covered gravel or any artificial surface without the prior written consent of the ARC. All dead or diseased sod, plants, shrubs, trees, or flowers shall be promptly replaced. Excessive weeds, underbrush or unsightly growth shall be promptly removed. No artificial grass, plants or other artificial vegetation shall be placed or maintained upon the exterior of any lot, except seasonal

decorations.

Zero-scaping may be approved on a case by case basis. Detailed plans must be submitted to the ARC/Board.

Added 1-16-12 by BOD.

No hedge or shrub planting which obstructs site lines at elevations between two

(2) feet and six (6) feet above the roadways shall be placed or permitted to remain on any corner lot within the triangular area formed by the street property lines and a line connecting them at points twenty-five (25) feet from the intersection of the street lines, or in the case of a rounded property corner, from the intersection of the street property lines extended. The same site line limitation shall apply on any lot within ten (10) feet from the intersection of a street property line with the edge of a driveway or any pavement. No trees shall be permitted to remain within the above described limits of intersections unless the foliage line is maintained at or above six (6) feet above roadway intersection elevation to prevent obstruction of site lines.

No tree shall be removed from any lot after issuance of Certificate of Occupancy without prior written consent of the ARC. Such approval shall be reasonably given if such removal is necessary due to damage, disease or if it becomes a hazard to a dwelling or resident. The term "tree" shall mean and be defined as any tree having a caliper of one (1) inch or greater in diameter as measured four (4) feet above ground level. Every residence lot must contain a minimum of four (4) trees.

No type or variety of grass other than St. Augustine, Floratam, Bermuda or Bahia grass shall be planted on any residential property.

Landscape lighting may be low voltage type or floodlights projecting light onto the house or landscape features.

21. House Painting:

All exterior painted areas shall be painted, as necessary, with colors which are approved by the ARC. For your convenience, paint sample books are available in the office or you may submit your own colors for approval.

As of April 2016: Only light to medium tone colors will be consider for the body and trim. Deeper tones may be considered for accent only.

Note: Approval may take up to 30 days.

No owner shall paint the exterior of his/her dwelling without ARC approval. This includes homeowners that would like to re-paint their home it's original color that is not found in the current approved colors. The homeowner must submit an ARC request and provide evidence that the color was original when the house was built. Please keep in mind that if you are not the original owner of your home that the paint color may not be original and therefore no longer allowed.

Homeowner's may choose one (1) approved color for the base/main body of the house, one (1) color for any decorative trim or shutters and one (1) color for the garage and front door for a total of three (3).

22. DrivewayPainting andPavers:

Concrete driveways and personal walkways may only be coated with exterior grade concrete stain in approved colors. Color charts are available at the Community Center Office. County sidewalks shall not be colored or paved in any way.

Driveway pavers will be considered on a case by case basis.

23. Air ConditioningUnits:

Only central air conditioning units are permitted. Window, wall or portable air conditioning units are NOT permitted. All air conditioning compressors and other equipment/pool pumps located outside of a residential dwelling shall be screened from the view of streets and roads and adjacent lots by enclosures or vegetation.

24. ClotheslinesandOutsideClothesDrying:

No clothing or other household fabrics shall be hung in the open on any property unless from an umbrella or retractable clothesline. Outdoor clothes drying is only permitted in the rear of a lot, in an area screened from view from

adjoining roads.

Only portable outdoor clothes drying facilities approved by the ARC are permitted and shall be removed when not in use.

25. LakesandCanals:

No owner shall install any improvement or vegetation upon a lot within ten (10) Feet of any lake, canal or ditch.

26. WellsandIrrigation Systems:

No wells or irrigation systems may be installed within the properties without the prior written consent of the ARC.

27. Fences:

No fence shall be installed without the consent of the ARC. The ARC shall have the right to require all fences throughout the properties to be one or more specified type(s) of construction and material and shall have the right to prohibit any other types of fences, and shall further have the right to change such standards as to any new fences from time to time.

Wood, vinyl or decorative wrought iron / aluminum fencing is allowed. Split rail fencing will be allowed on a case by case basis.
(Added 10-15-10 by BOD)

Chain link fences or wire fences are NOT permitted on residential lots.

No fence shall be allowed on waterfront property.

No fenced dog and/or animal runs shall be allowed.

Fences shall not be permitted closer to the front of any lot than a line extending parallel to the front of the dwelling unit on any lot, from a point ten (10) feet behind the front of the dwelling on the lot.

No fence will have a gate that opens onto another homeowner's lot. Only single gates are allowed.

All fences must be assembled with galvanized fasteners, or other non-corrosive fasteners. Wood fencing must be shadow-box, or board on board style using

one (1) inch by six (6) inch pickets or boards and constructed of premium #1 pressure treated wood and must be free from bark, splits, checks and knot holes or other defects.

All fences must be constructed so as not to exceed six (6) feet in height from the average grade of lot elevation measured at the exterior wall of the residence.

Fences shall be maintained both physically and cosmetically to the same standard the house. Landscaping may be required on the exterior side of fences depending on location and exposure.

The fences must be coated/protected with a natural stain or sealer product within sixty (60) days of installation. Naturally weathered wood fencing is not allowed since it results in an unsightly blackened dew and premature deterioration of the wood.

Existing fences which have received previous approval and are constructed in accordance with that approval are hereby extended "grandfather" status and may remain in place until replaced in accordance with the current architectural standards.

Replacement of existing fences shall be treated as a new fence. Partial replacement of any section of an existing fence, defined as not more than one half (1/2) of the original linear length of the fence, must conform to the criteria which applied to the original fence at the time of installation. If more than one half (1/2) of the original linear length of the fence requires replacement, the entire fence shall be treated as a new fence.

NOTE: Obtaining county permits is the responsibility of each homeowner.

28. MailboxesandotherDeliveryBoxes: Each unit shall have and maintain an individual curbside rural mailbox which shall be maintained at the same standards as the house, except the communal mailboxes provided by the Post Office in Holiday Springs.

29. Hurricane Panels:

Hurricane panels must be approved by the ARC Committee. They may only be used when storm warnings are issued and must be removed or opened within two weeks of the storm's dissipation.

Due to the ever changing county regulations the ARC may alter the standards in regards to hurricane shutters at any time. If such a change occurs it will be posted in the community center office and in the Springs of Suntree Newsletter.

Under no circumstances are any shutters to be used during non hurricane months. (December thru May)

30. Antennas and Radio Transmission Equipment:

No exterior mast, tower, pole, aerial, satellite station or disk antenna shall be erected without approval of the ARC.

The following types of wireless antennas will be permitted:

A. Flat plate antenna no larger than 14'X 14" X 2" may be installed on the side of a house or back outside wall under the eaves and shall not protrude more than 9" from the outside of the house.

B. A mast-type antenna with a probe no longer than 1 1/2'in diameter and 24" in length may be installed on the side or back outside wall of a house or back fascia parallel to the roof line provided that such antenna does not extend above the highest point of the roof at the point of installation. With the availability of this type attic installed antennas, homeowners will be allowed 45 days to remove outside antennas and convert to the attic style antennas.

C. A satellite antenna no larger than 1 square meter may be installed only on the side or back outside wall of a house or on a railing or ground mount. However, antennas 18 inches or less in diameter may be mounted on the lowest part of the fascia board of a house in the rear or side and the dish may extend no Higher than 24 inches above the roof line at the point of installation. If ground mounted, the top of the antenna may not be higher than 5 feet above the ground and the antenna Shall be shielded by landscaping on all exposed sides.

No antenna shall be installed on the front of a house or in the front yard of a house.

Cable television is available at owners expense and does not require prior approval.

31. HouseNumbers:

House numbers are required on the dwelling, in a prominent place, clearly visible from the street. The numbers shall be a minimum of 3 (three) inches high.

32. Generators:

All permanent generators will be approved upon the following conditions:

- A. The generator shall be installed only on either side or the rear of the house.
- B. The generator shall be installed on a concrete, stone or similar material type of pad.
- C. The generator shall be screened from view by a wall, shrubbery or fence as approved by the ARC.
- D. The generator shall only be used in emergency situations involving power outages except when being run in accordance with the manufacturer's recommendation for proper maintenance between the hours of 10:00 a.m. And 7:00 p.m. only.

33. Flags:

Flag poles must be approved by the ARC.

A maximum of two flags may be displayed at each residence. Flags permitted are the United States National Flag, any flag of any department of the United States Government, including a flag of the military services, any flag of a nation admitted to the United Nations and any flag of any state or territory of the U.S.A. The foregoing does not apply to flags commemorating special events of limited duration which shall be removed at the conclusion of the event.

A permanent vertical flagpole with a maximum height of 25 (twenty-five) feet is allowed. A permanent or temporary sloping flagpole with a maximum length of 6 (six) feet may be affixed to the house. This must have ARC approval.

34. Pergolas:

Pergolas will be approved on a case by case basis. Permit required.

(Added 6-1-11)