

Springs of Suntree POA, Inc.

Architectural Standards Manual

Purpose

This Architectural Standards Manual is developed, adopted, promulgated, and published by the Springs of Suntree Architectural Review Committee (ARC) as a guide or instrument to support compliance with the Declaration of Covenants and Restrictions. The manual functions as the template for standards of acceptability of those components of the development, construction and improvement of a Springs of Suntree residential property which requires review and approval by the Architectural Review Committee. It sets forth the architectural and landscaping standards within the Springs of Suntree. It is advisable that all members familiarize themselves with all governing documents of their chosen community. The ARC shall have the authority to exercise architectural control over all property improvement and to assist in maintaining a community of high standards and aesthetic beauty and curb appeal. The ARC 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 Architectural Review Committee.

ARC as defined by the Springs of Suntree Declaration of Covenants Article I
1.1 Architectural Review Committee (ARC): shall mean and be defined as the committee created and established by and pursuant to the Declaration which is responsible for the review and approval of all plans, specifications, and other materials described or depicting Improvements proposed to be construed on any Lot, and also responsible for the administration of those provisions of Article XII of the Declaration of Covenants involving Architectural and Landscape Control.

CFN 2019031346, OR BK 8368 PAGE 2238,
Recorded 02/14/2019 at 03:02 PM, Scott Ellis, Clerk of
Courts, Brevard County
Pgs. 14

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1. Property Improvement:

Prior to making improvements to any residential property in the Springs of Suntime homeowners must have approval from the Architectural Review Committee. ALL proposed property improvements must be specifically described on an ARC Request form which can be obtained at the community office or on the community website. Plans to show dimensions, indicating size, shape, height, color, material and location on site plan or survey must 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, pergola etc...

Storage sheds

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)

Any External Extensions, Enclosures and /or any Structure modifications

1A: NOTE: Owners of any residential property within the Springs of Suntime must adhere and abide by both government and associations requirements, restrictions and regulations. Owners are responsible to make sure they know and meet all requirements.

Springs of Suntime Declaration of Covenants Article VII 7.3 All Improvements placed, located, erected, constructed and installed upon Residential Property shall conform to and comply with all applicable Governmental Regulations, including, without limitation, all applicable building and zoning regulation.

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/Appeal Process

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 second page of the ARC request form.

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.

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 legal 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.

Springs of Suntree Declaration of Covenants Article 7.28: (b3b) Waivers, exceptions and variances: ...The right and privilege to grant waivers, exceptions, and variances ...as aforesaid shall be delegated and assigned to and thereafter vested in the Architectural Review Committee.

To the extent that any such waiver, exception, and variance is granted in a particular instance or with respect to any particular Lot or improvement pursuant to the provisions of this Section as aforesaid, the same shall not be deemed to be precedent for the granting of such or any similar waiver, exception, or variance in any other similar or identically instance of any other particular LOT or IMPROVEMENT.

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. The ARC has the right to inspect the improvement and notify the owner in writing if 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.

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 injunctive 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. If an improvement is done without prior ARC approval the ARC has the right to enforce the provisions in the Declarations to require the improvement be removed /undone.

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 (18) inches will be allowed on the inside of the driveway as long as said eighteen (18) 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 extension will be allowed to be in decorative pavers, poured concrete or asphalt to match existing driveway.

Exceptions to this can be considered for homes with challenging parking issues (i.e. single car garage homes) on a case by case bases. 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 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.

C. The extension must match as close as possible to existing driveway.

NOTE: Obtaining county permits is the responsibility of each homeowner.(section 1A)

13. Roofs and RoofingMaterials:

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.

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 basis.

NOTE: Obtaining county permits is the responsibility of each homeowner. (See section 1A)

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 screening.

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. Exterior Building Materials:

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. Playground Equipment:

When submitting for approval the application must include a diagram of where the playground equipment is to be placed on the owner's property.

All playground equipment must be maintained in good order and rust free. Natural wood must be maintained by sealing or painting same as wood fencing with approved color if not clear sealant. Equipment must be maintained in good working order as originally designed. No permanent playground equipment shall be allowed. Permanent to mean installed on a slab or in a manner that is over the manufacture's requirement for stability and use.

17. Outdoor Storage /Shed

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.
- F. Exterior of the Bin must be maintained in condition and appearance.

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.

G. Exterior of the Bin must be maintained in condition and appearance.

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. Unless approved in

writing by the ARC and Board of Directors no owner will remove, plant or maintain any landscaping within an area owned by the Association and or considered common property. Residential Property Landscaping maintenance includes but is not limited to:

Mowing Watering
Trimming / edging
Fertilizing
Weeds
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-landscaping may be approved on a case by case basis. Detailed plans must be submitted to the ARC.

For safety reasons, No hedge or shrub planting which obstructs any road site lines at elevations between two (2) feet and six (6) feet above the roadways shall be placed or permitted to remain on any coner 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 or corners unless the foliage line is maintained at or above six (6) feet above roadway intersection elevation to prevent obstruction of site lines. Standards and requirements must comply with county code if county code is more restrictive than the above listed standards.

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 unless approved by the ARC prior to installation.

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

21. HousePainting:

All exterior painted areas shall be painted, as necessary, with colors which are approved by the ARC. For your convenience, an approved paint color sample books are available in the office.

If you wish to suggest the committee add a color to the approved sample book, please provide two swatches of the color with your application and paint a sample size swatch on the front of your home. Size of swatch needs to be two-foot (2') by two-foot (2') for base color and one-foot (1') length of trim or accent color. Only light to medium tone colors will be considered for the body and trim. Deeper tones may be considered for accent only.

Requests to add colors to the approved paint sample book requires a committee vote at the next scheduled committee meeting.

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 its original color. The homeowner must submit an ARC request and provide evidence that the color was original when the house was built. Please keep in mind the current paint color may no longer allowed or meet the current standards. ARC approval must be gained before painting if more than 50% of the home is being painted.

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) complimentary accent color (area where accent color will be applied must be indicated on your applications and include photo of home. (removed garage and front door reference.)

22. Driveway Painting and Pavers:

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

Pavers are authorized as replacements for paved driveways and walkways. Pavers Driveway must be installed by a licensed professional.

23. Air Conditioning Units:

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. Clotheslines and Outside Clothes Drying:

No clothing or other household fabrics shall be hung in the open on any property unless from an umbrella or retractable clothesline. An outdoor clothes drying line 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.

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

Fences are not allowed on waterfront property. Waterfront Property for the use of the Springs of Suntree Architectural Standards shall mean property that borders a waterway governed and maintained by the Springs of Suntree Property Owners Associations.

No fenced areas shall be installed or used specifically for 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 shall have a gate that opens onto another homeowner's lot. Only single gates are allowed. No double gates are permitted. Gates are not to exceed 6 ft in height or width.

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.

All types of 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.

Wood 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 and require ARC approval. Replacement requirements are as follows. 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. (See section 1A)

28. Mailboxes and other Delivery Boxes:

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:

Permanently installed/mounted storm shutter systems or brackets must be approved by the ARC Committee. They may only be used when there is a reasonable threat of storm. Required removal /opening of shutters after a storm shall be determined based on the storm impact, fourteen (14) days after the storm passes shall be the used general standard.

Plywood, metal covering or any other material that can be used to protect your home during a reasonable threat of storm may be used when necessary but must be removed and stored out of sight once storm has passed and it is safe to do so. Standard time is within fourteen (14) days of a named storm passing.

Due to the ever-changing county regulations the ARC may alter the standards in regard 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.

Any use of hurricane /storm shutter outside of a reasonable threat of storm must be pre-approved by the ARC in writing per occurrence. Only material specifically designed and manufactured for hurricane/storm use that has been previously approved by the Arc for installation (accordion shutter or roller shutter or the like) will be considered for use during times when there is no reasonable threat of storm.

30. Antennas and RadioTransmission 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 owner's expense and does not require prior approval.

31. House Numbers:

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 and no larger than 4 (four) inches in height.

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 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. Pergolas must be maintained to the same standards set for any and all approved structures and improvements.

35. Pools and Pool Enclosures:

ARC approval is required for all pool installations. Drawing of pool with pool enclosure must be submitted with survey of lot showing location and setbacks. A list of materials including description and colors must be included with your application.

Pool enclosure plans or diagram of existing fence that meets current building code requirement for a pool security fence must be included with your pool application. must be included with your pool application.

Enclosures are limited to screen enclosures structure in white or bronze color or open rail system installed to pool deck in compliance with county code requirements for height and security. (Samples of enclosure design including color, shape and material must be included with application.)

NO ABOVE GROUND POOLS WITH FILTRATION SYSTEMS ARE PERMITTED. – Seasonal “padding”, “play” or “wading” pools that can be drained and removed after each use are allowed if used as described.

Approved by the Springs of Suntree POA, Inc
Architectural Review Committee

ARC Chair Person *Carl Roskamp* Date 14 Feb 19
Printed Name: CARL ROSSKAMP

Signed and Recorded by the Springs of Suntree Board of Directors

President: *Peter Sacco* Date 2-14-19

Printed: PETER SACCO

Secretary: *Evelyn B. Brown* Date 2/14/19

Printed: EVELYN B. BROWN

In the County of Brevard, State of Florida On this 14 day
of 2019 before me the undersigned Notary Public personally appeared
Peter Sacco, Evelyn Brown,

Personally, known to me, proved to be through documentary evidence
To be the person named in the foregoing and executed the same.

Angie L Hernandez
Notary Signature
Angie L Hernandez
Notary Printed Name
220514
Commission Number

My Commission expires on May 21 2019

