

Sand Lake Cove Architectural Regulations

*Compiled by the Sand Lake Cove Architectural Control
Committee*

Version 1

Approved by HOA Board of Directors: August 9, 2010

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Introduction

The Sand Lake Cove Architectural Control Committee (hereafter referred to as the ACC) is a committee of not less than 3 Sand Lake Cove resident homeowners who are appointed by the Sand Lake Cove homeowners association Board of Directors (hereafter referred to as BOD). At least one member of this committee is a member of the BOD.

The responsibility of the ACC is as follows:

- To maintain this document on architectural regulations subject to the approval of the BOD.
- To review any requests for home or property upgrades or improvements coming into the BOD or current management company of the association.

The ACC is under the guidance of the BOD and may not operate outside of the BOD's defined authority. The regulations in this document must be in alignment with the Covenants, Restrictions, by-laws, and articles of incorporation of the BOD and the statutes of the State of Florida.

The BOD must be in compliance with the laws of the State of Florida governing HOA's.

Revision History

August 9, 2010

Initial Version Approved

Why do we have an ACC and this document?

The overarching purpose of the ACC and this document is to protect the property values of our homes. This document is compiled to provide an objective standard so that all homeowners receive fair and equal treatment in their property decisions. This document is also agreed to by both the ACC and the HOA in order to ensure that it has been discussed and agreed on by multiple parties.

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What do I need approval for, and what do I not need approval for?

The homeowner should read the specific regulations outlined in this document for the area of interest.

In general, here is a quick reference:

Review Regulations – may or may not be allowed	May Need Approval – Review Regulations	Always Need Approval – Review Regulations
Shrubbery – Regulation 4	Trees – Regulation 4	Roofing – Regulation 1
Fencing – minor repairs – Regulation 3	Driveway or walkway re-paving – Regulation 5	External painting/siding/stonework – Regulation 2
Lawn Maintenance – Regulation 7	Signs – Regulation 11	Fences new, removal, replacement, other – Regulation 3
Temporary Sports Equipment – Regulation 13	Landscape Highlight areas – Regulation 19	Driveway or walkway modification – Regulation 5
Outdoor and Landscape Lighting – Regulation 15		Garage Door replacement – Regulation 6
Mailboxes – Regulation 16		Antennas, aerials, dishes, flagpoles – Regulation 8
Interior Home Remodeling – Regulation 17		Docks – Regulation 10
Resurfacing or re-screening of existing pools - Regulation 23		Porches – Regulation 12
Storage sheds not permitted - Regulation 24		Lawn Art, Fountains – Regulation 14
Window Air Conditioners not permitted - Regulation 25		Solar Equipment – Regulation 18
Security Bars not permitted - Regulation 26		Outdoor recreation enclosures – Regulation 20
Garbage Containers – Regulation 27 (see details)		Doors and Windows (conditionally) – Regulation 21
Attic Power Ventilation Fans – Regulation 25		Pools and Pool Enclosures – new or renovations - Regulation 23

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What do I do if I have questions about the regulations?

Questions can be directed to our management company. The current contact information is listed below:

Cheryl Altemose, Association Manager
Community Management Professionals, Inc.
4700 Millennia Blvd, Suite 515
Orlando, FL 32839
caltmose@community-mgmt.com
Phone - 407-455-5980
Fax - 407-903-9234
www.community-mgmt.com

If I want to have work done on my house or property, do I have to go through the ACC?

If you have any work done to the outside of your home, or any work done on your property or landscaping which materially alters the look of your home, or you have any work done on your property whether inside or outside which could alter the value of other properties around you, you must have this work approved through the ACC. If you proceed with work without this approval step, you run the risk of being required to remove or redo the modifications at your expense. The table above is a quick reference on areas that need approval vs. those that do not.

What is the process for having work approved?

1. An ACC approval form is to be submitted through the current property management company (see above). (a copy of this form is available at the back of this document)
2. The management company will submit the form to the ACC for review.
3. The ACC will return the form to the property owner/occupant within 30 days.

Guidelines

- Whether on-going preventative maintenance, upgrades, repairs, or modifications, the condition of your home should not detrimentally alter the values of other homes in the neighborhood.
- Allow 30 days for approval of any plans by the ACC prior to work commencing.
- Always practice prompt cleanup of debris from work after the work is completed.
- In general, all aspects of a property must be kept in good repair.

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Is there a standard color palette for painting?

- Yes, you may request a color palette by contacting the management company or e-mailing the HOA at SLCHomeowners@gmail.com.

Regulations of Sand Lake Cove Community

Regulation 1 – Roofing

- House re-roofing projects must be submitted to the ACC for approval along with a picture of the shingle which will be used for the re-roofing. Several pictures may be submitted for approval.
- The entire roof must utilize the same matching selected shingle. More than one type of shingle may not be used.
- Tin shingles which look architecturally like tarpaper shingles may be submitted to the ACC for consideration.
- Slate roofing is prohibited.
- Tile roofing is prohibited.
- Built-up roofing is prohibited.
- Cleanup and removal of all waste materials including dumpsters, trucks, etc, must occur within 48 hours of the completion of the re-roofing.
- The duration of the project may not take longer than 10 days from start to finish.
- In the event of a major hurricane, storm, etc, temporary roof coverings such as tarps may be utilized for no longer than 60 days. Repairs must be made in a timely manner. Extensions can be requested through the ACC.
- Roofing repairs must use materials (shingles, trim, etc.) which match the current roof.

Regulation 2 – External Painting/Siding/Stonework

- External house painting, stonework, or the application of any other exterior wall coverings must be submitted to the ACC for approval, along with a sample or color palette of the material/paint being used. The sample must exactly match what will be used. Several samples may be submitted for approval. Colors must be selected from the approved color palette.
- The same base house color from the palette cannot be the same as adjacent houses or the house across the street.
- Murals, illustrations, and writing are not permitted on the outside of the house.
- Cleanup and removal of all waste materials including dumpsters, trucks, etc, must occur within 48 hours of the completion of the project.
- The duration of the project may not be longer than 14 days from start to finish.
- If exterior paint is peeling, fading, chipping, cracking, or chalking, the paint must be replaced.

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- If exterior paint shows dirt, mildew, or mold, it must be pressure washed to remove these items or properly prepped and repainted under the stipulations in Regulation 2.

Regulation 3 – Fences

- This regulation is in alignment with the Sand Lake Cove bylaws – 2nd amendment (article XIV)
- Re-fencing or initial fencing projects must be submitted to the ACC for approval with a top-view drawing showing the path of the fence along with pictures of the fence to be used.
- Fences must be standing up-right in good repair, without holes or missing, loose, or broken boards.
- Fences cannot extend beyond the rear wall of the home on the property. If fences or panels of fences are replaced and are previously in violation of this regulation, they must be moved in order to comply.
- If fencing is replaced or partially replaced, new materials must be used. Re-fencing must follow the original path of the fence unless it is not in compliance with current BOD/ACC standards. (see above)
- New fencing must be wooden, black aluminum, black wrought iron or white PVC. If wooden or PVC is used, the design must be board on board or shadow-box design. Stockade style fence is prohibited. Wooden fencing must be exclusively pressure treated wood. All other fencing materials, such as cement block are prohibited.
- If fence panels are replaced and the position of the old fence is previously in violation of any part of this regulation, it must be moved in order to comply.
- Fencing may not be taller than 6 feet.
- A clear wood preservative or natural stain is the permitted covering material for wooden fences if the homeowner elects to apply a covering. Painting of fences is at the discretion of and must be approved by the ACC.
- For lakefront properties, fences may not be constructed in a manner which will obstruct vision of the lake by other lakefront properties.
- For lakefront properties, fences which directly face the lake in back of the property must not be higher than 3 feet.
- Fence boards must always stand vertically, and not at an angle.
- Fences must be free of mildew or discoloration. Fences must be periodically pressure washed to remove mildew and dirt.

Regulation 4 – Trees and Shrubbery

- The following statements are in alignment with Section 17 of the bylaws of Sand Lake Cove.
- Trees and shrubbery must be kept well trimmed and not be unkempt in appearance, detracting from the value of the home or surrounding neighborhood.
- Dead branches and fronds or seed pods (in the case of palm trees) must be removed within a reasonable time period of their appearance (6 months).
- Dead trees and shrubs must be promptly removed.

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- Trees which are partially uprooted or have sustained damage which would endanger a neighboring property must be removed or the damaged or dead branches must be removed. If trees are removed, they must be replaced with a young tree of the same variety unless permission for a change is sought from the ACC.
- Trees and shrubbery which encroach on another property may be trimmed to the boundary of the property by the encroached upon owner.
- Shrubby (excluding trees) cannot be at an excessive height (over 12 feet) where it would excessively shade or obscure a neighboring property.
- The homeowner may not remove trees which are next to the street between the sidewalk and the street. Removal of trees next to the street is the responsibility of Orange County and must be requested through the county. If any of these trees are removed, they must be replaced by a young tree of the same variety.
- When trees are removed, the stump must also be removed and the area must be re-sodded or restored. The tree must be replaced with a young tree of the same variety unless permission for a change is sought from the ACC.
- No change can be made to a property which will result in an alternation in the flow and drainage of the property which would be detrimental to the community or surrounding properties. This includes walls, additional trees and shrubs. Permission for changes can be requested through the ACC. It is at the judgment of the ACC whether these changes will be allowed based on this stipulation.

Regulation 5 – Driveways and Walkways

- Re-paving of driveways and walkways must match the original boundary of the driveway or walkway.
- Alterations to the boundaries of driveways and walkways or addition of new driveways and walkways must be submitted to the ACC for approval.
- Painting of driveways and walkways is prohibited.
- Use of pavers in driveways and walkways must be submitted to the ACC with samples for approval.
- Excessively cracked or buckled driveways or walkways must be repaired or replaced with matching materials. Changes of materials must be submitted to the ACC with samples for approval.
- If a driveway shows rust, mildew, or oil stains, it must be pressure washed to remove these items.

Regulation 6 – Garage Doors

- Replacement of a garage door must be submitted to the ACC with a picture of the design of the new door.
- All garages must have properly working overhead garage doors that are closed when the garage is not in use by the inhabitant of the home.

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- In general, the replacement garage door design must match the design of existing doors in the neighborhood.
- Garage doors which have been replaced must be removed from the property upon replacement.
- Painting of the garage door must be submitted to the ACC for approval with a color palette unless the color will exactly match the color of the house on which the garage door is replaced.
- Garage doors must not be dented or show damage. If this is the case, the door must be replaced utilizing a design which has been approved by the ACC.

Regulation 7 – Lawn Maintenance

- Grass areas in the lawn must be kept in good maintenance. Grass must be of the St. Augustine variety. The grass must not be allowed to grow beyond 6 inches in height and must be regularly mowed. Grass clippings must be promptly removed or blown from sidewalks.
- Sidewalks and driveways must be kept properly edged. This includes the side of the sidewalk near the street, as well as the edge of the lawn next to the street.
- Landscape highlight areas must be kept properly edged. (see regulation 19)
- Dead grass or bald spots from chinch bugs, dryness, disease, non-working sprinklers or other reasons must be promptly re-sodded or plugged.
- Sprinklers not properly working must be promptly repaired.
- For lawn grass areas, sprinklers of the pop-up variety must be used. When pop-up lawn sprinklers are not running, they must be resting at or below ground level.
- Grass around trees and structures must be trimmed to the height of the lawn (weed-eating for example).

Regulation 8 – Antennas, Aerials, Dish Antennas, and Flagpoles

- The installation and location of dish antennas must be approved by the ACC. The homeowner or occupant will be expected to provide a diagram showing the location of the antenna. Dish antennas may not be installed on the front of the house.
- The installation of any antenna or antenna tower of any kind is at the discretion of the ACC. A location diagram and description of the antenna must be submitted for approval. Antenna towers may not be used for displaying flags.
- Flagpoles for the purpose of displaying the American Flag, a National flag, or non-offensive holiday or sports flags are acceptable with the following restrictions:
 - The pole must be attached to the house securely and in good condition or may be installed as a free standing pole on the property in a secure manner. Florida statutes allow for the erection of one free-standing flag pole on a property.
 - The flag must be in good condition, not faded, ripped, or shredded.
 - The flag cannot be religious, racial, or political in nature (unless stipulated below).

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- For holidays and election times, the rules concerning religious, racial, or political content are suspended. Flags with this content can be displayed 30 days prior to and 10 days after the event.
- The flag cannot be over 3x5 feet if displayed on a pole affixed to the house or 5x7 feet if displayed from a free-standing pole.
- The flagpole cannot be longer than 7 feet if affixed to a house and 15 feet if free-standing.
- Flags which raise strong negative emotional responses, contain obscenities, racial slurs, etc, are strictly prohibited.

Regulation 10 – Docks

- Construction of a dock must be approved by the ACC. The homeowner must submit a plan including rendering or illustration of the dock.
- No more than one dock may be constructed per property.
- Docks must be constructed perpendicular to the shore line.
- Docks must be constructed at least 10 feet from the side lot line of the property.
- No dock may extend more than 40 feet into the lake from the normal high water line of the lake.
- The total area of the dock cannot exceed 225 square feet. This limitation is subject to the discretion of the ACC who may grant an exception for a wooden walkway no more than 4 feet wide if necessary to accommodate shallow water.
- No dock can exceed two feet over the normal high water elevation.
- All docks must be wood construction and must be properly treated for weather proofing and water sealant.
- The dock must be kept in good repair with no loose, missing, rotted, or cracked boards.
- Any lighting on the dock must be limited to standard low voltage lighting systems. No high voltage or floodlights are permitted.
- Docks should be installed with a swimmer's safety bar and reflectors for visibility in low light conditions.

Regulation 11 – Signs

- No signs, freestanding or otherwise installed shall be erected or displayed to the public view of any lot or within any residence without the prior express written permission of the ACC with the exception of the following:
 - A "for sale" or "for rent" sign of not greater than 5 square feet in size, hung from a wooden cantilever post or heavy duty wire frame and being of the standard preprinted type commonly used by realtors. This may only be located in the front yard of the lot, and must be removed within 48 hours after the closing of the sale or occupancy of the renter.

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- Pre-printed standard political signs supporting candidates of an election, which can be displayed 30 days before the election and must be removed within 48 hours after the election is concluded.

Regulation 12 – Porches

- Installation of porches must be approved by the ACC. Plans and renderings or illustrations must be submitted along with the ACC form for approval.

Regulation 13 –Sports Equipment

- The use of permanent sports equipment, such as basketball backboards, goals, trampolines, skate board ramps, etc. is prohibited. Only temporary portable equipment is allowed.
- Temporary/portable basketball backboards (not permanently anchored) are allowed. There must be no rust on the structure or rim. The structure in general must be in good repair, properly leveled, and not unsightly. A net must be on the rim. The net must be in good working order fully affixed to the rim, with no rips.
- In the event of a hurricane warning, the basketball backboard should be laid on it's side until the storm threat is over.
- Other temporary sports goals, skateboard ramps, trampolines, etc, must be removed from view at end of day. This can be accomplished for example by placing in the garage.

Regulation 14 – Lawn Art, Fountains

- Installation of fountains must be approved by the ACC. Plans with renderings or illustrations must be submitted with the request for approval.
- The noise of the fountain may not be excessive, creating an annoyance to neighbors.
- The architecture of the fountain may not be offensive, containing for example, nude carvings.
- Lawn art is subject to the approval of the ACC and must be in accordance with the following guidelines:
 - The size must not be more than 18 inches in height and must fit in a box not more than 24 inches square at the base.
 - The color must be earth tones that are consistent with the scheme of the neighborhood.
 - The number of objects must be limited to not more than 3 per lot.
 - Objects cannot indicate racial, political, or religious messages.
 - These guidelines do not apply to temporary holiday decorations. Any holiday decorations must be removed within 10 days after the end of the holiday.

Regulation 15 – Outdoor and Landscape Lighting

- Only clear lights are permitted in outdoor fixtures.
- Holiday lights are an exception and must be removed within 10 days after the holiday and may be displayed 30 days prior to the holiday.

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- Lights cannot be excessively bright, creating a distraction or annoyance for neighbors.
- Lights cannot be pointed at or shine into a neighbor's property.

Regulation 16 – Mailboxes

- Mailboxes must be in good repair and well affixed to the base pole.
- Mailboxes must match the design of other mailboxes in the neighborhood and must be black metal with gold numbers.
- The mailbox pole must be black and be well anchored and not loose.
- The mailbox must be vertical upright.

Regulation 17 – Interior Home Remodeling

- Interior home remodeling projects do not require approval by the ACC.
- The must not detract from the value of a neighbor's property or cause alterations to the exterior of the structure. (In this case, approval is needed by the ACC)
- All exterior dumpsters, waste materials and trucks must be removed within 48 hours of the completion of the work.

Regulation 18 – Solar Equipment

- A description of the work including pictures of the equipment must be submitted to the ACC for approval prior to the work.
- Solar equipment must be roof-mounted only.
- The installation must be neat in appearance with piping at 90 degree angles.
- Once pipes leave the roof area and run to the side of the house, the pipes must be painted the same color as the house.
- If the equipment falls into dis-repair, it must be repaired or removed.

Regulation 19 –Landscape Highlight Areas

- Landscape areas next to the home must be properly maintained which includes edging, weeding, and mulching.
- Landscape areas which are not next to the home must be properly maintained (edged, weeded and mulched) or may be eliminated by the homeowner on approval from the ACC. In this case, the homeowner must re-sod the area to match the lawn.
- Approved Landscape mulch is the standard cypress chip, pine wood chip, red wood chip, red rubber chips, or red lava rock variety. White stones or gravel mulches are not permitted.
- No artificial flowers or arrangements may be used in landscaping at any time.

Regulation 20 – Outdoor Recreation Enclosures/Equipment

- The erection of the following structures anywhere on the property requires a top-view plan of the layout and a picture or rendering of the structure. Any structure approved must be appropriately anchored so as not to create a hazard during storm conditions.
 - Swing-sets/Hammocks

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- Jungle gyms
- Gazebos
- Recreational Shelters

Regulation 21 –Doors and Windows

- If windows and/or doors being replaced are an exact match to what is already there, no approval is needed.
- Otherwise, approval is required by the ACC. A picture or sample of the window or door must be submitted to the ACC for approval.
- Cleanup and removal of all waste materials including dumpsters, trucks, etc, must occur within 48 hours of the completion of the work.
- As per article 15, section 19 of the community bylaws, no window tinting may be used without approval. The tinting may not be used on windows which face the street. For windows where tinting is used, it must not show bubbling, cracking, or peeling.

Regulation 23 –Pools and Pool Screen Enclosures

- Pool screens must be kept in good repair with no missing or ripped panels. Panels needing repair must be performed promptly. Repairing of existing screens does not need approval of the ACC.
- Plans for new pools and new pool enclosures must be submitted to the ACC for approval.
- Re-surfacing of existing pools or pool decks does not require ACC approval.

Regulation 24 – Storage Sheds

- The use of storage sheds or other outdoor free-standing storage structures or garages is prohibited.

Regulation 25 – Air Conditioners and Ventilation

- The use of window air conditioners is prohibited.
- If power attic ventilation fans are installed, they cannot be seen from the street. In addition, they must be of the variety that they cannot be heard from the neighboring properties.

Regulation 26 – Security Bars

- The use of external security bars for windows and doors is prohibited.

Regulation 27 – Garbage Containers

- This regulation is in harmony with article 15, section 15 of the community bylaws.
- Garbage containers must be out of sight until the night before pickup. After pickup, the containers must be removed from sight during the day of the pickup.

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Summary Remarks

As stated in article 15, section 27 of the community bylaws, from time to time, written requests may be submitted to the BOD which are not specifically mentioned in these restrictions. These documents cannot specifically itemize every request that a homeowner may wish to make on the exterior of the lot; however, each homeowner must obtain written consent of the ACC for any change or alternation made to the exterior of the lot.

ACC Approval Form (see following page)