

ARCHITECTURAL REVIEW COMMITTEE
SUMMARY OF PROCEDURE AND DESIGN REQUIREMENTS
(DESIGN STANDARDS MANUAL)

FOR

PINE TRACE HOMEOWNERS ASSOCIATION, INC.

THE PINE TRACE HOMEOWNERS ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE HAS ADOPTED AND APPROVED THE FOLLOWING ARCHITECTURAL REVIEW POLICIES, GUIDELINES AND PROCEDURES IN ORDER TO PRESERVE THE HARMONIOUS DESIGN OF THE COMMUNITY.

APPROVED BY THE BOARD OF DIRECTORS
FEBRUARY 11, 1997

INTRODUCTION

All residents benefit from the planning and design that has been an important part of the development of PINE TRACE. The intent of the SUMMARY OF PROCEDURE AND DESIGN REQUIREMENTS is to assure the residents that the standards of design and quality will be maintained. This, in turn, protects the property values and enhances PINE TRACE overall environment.

An essential element of Architectural Review is the recognition by all homeowners of the importance of maintaining the ambiance of the Community. Design Requirements should be viewed as a benefit and not as a burden to the Community.

INTRODUCTION TO THE ARCHITECTURAL REVIEW COMMITTEE

PURPOSE

The Declaration Of Restrictions And Covenants (Declaration) of the PINE TRACE Homeowners Association, Inc. (Association) assures each Owner that the quality of PINE TRACE design will be maintained. The Association is responsible for administering these Covenants and providing administrative support to the Architectural Review Committee (ARC).

The ARC ensures that exterior alterations in PINE TRACE comply with the guidelines as shown in ARTICLE 12 of the Declaration. **ALL** requests for exterior alterations **MUST** be submitted to the ARC and its approval received **BEFORE** they may be undertaken.

The purpose of this Manual is to inform the homeowners of the Design Requirements for PINE TRACE and the procedures to be followed when requesting an exterior modification to their property. Each application received by the ARC will be evaluated on its own merits with reasonable flexibility for architectural function and creativity.

AUTHORITY

The authority for the ARC is set forth in ARTICLE 12 of the Declaration of the Association, which was received by all homeowners when they purchased their homes. The Declaration encumbers all of the homes within PINE TRACE.

The Declaration is a contract between the homeowners and the Association, wherein, per ARTICLE 12, the homeowners agree to refrain from making any modifications to the exterior of the homes and property without first receiving approval from the ARC.

The ARC is responsible to the Board of Directors of the Association. The Board is the ultimate authority for the PINE TRACE Homeowners Association, Inc.

MEMBERS

The Architectural Review Committee shall consist of three (3) members. The Board of Directors has the right, power, authority, and obligation to select members of the ARC.

MEETINGS

The ARC shall meet as necessary to review Applications received and present their findings within thirty (30) days of receipt.

RESPONSIBILITIES

On behalf of the Association, the ARC is empowered to adopt, promulgate, amend, revoke, and enforce Design Requirements for the purpose of:

1. governing the form and content of plans and specifications to be submitted to the ARC for approval or disapproval.
2. governing the procedure for submission of plans and specifications.
3. establishing guidelines with respect to the approval or disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of any structure, landscaping, and all other matters that require approval by the ARC.

LIMITATION OF RESPONSIBILITIES

The ARC approval is based only on the aesthetic features of the approved modification. The ARC assumes no liability with regard to the structural integrity of any requests. The ARC makes no representation as to their expertise regarding either the structural adequacy, capacity or safety features of the proposed improvement or structure as shown on the submitted plans or on the ultimate construction of the approved modification. The ARC does not assume the responsibility for the performance or quality of work of any contractor.

ARCHITECTURAL REVIEW COMMITTEE POLICIES

The ARC does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh concepts in the landscape and architectural themes of PINE TRACE and to foster thoughtful design so that there is harmony between neighboring residences. The ARC intends to be completely fair and objective in the architectural review process and to maintain a sensitivity to the individual aspects of design. The approval of the ARC of plans or specifications submitted for approval, shall not be deemed to be a waiver by the ARC of the right to object to any of the features or elements if and when the same features and elements are included in any subsequent plans and specifications submitted for approval for use on other Units.

APPROVAL NECESSARY

No building, outbuilding, garage, fence, wall, retaining wall, landscaping, pool, spa, porch, or other structure or improvement of any kind shall be erected, constructed, placed or maintained on any properties, nor after construction of a dwelling or other exterior improvements upon a Unit, shall any landscaping, dwelling or other improvements on each Unit or color scheme thereof, be altered, changed, repaired or modified unless the same shall be approved in writing by the Architectural Review Committee. The foregoing prior approval is intended to specifically apply to the painting of the exterior of a dwelling, the installation of a pool or spa, or any other maintenance, repair or modification which changes the exterior appearance of a dwelling or other improvements on a Unit.

TIME LIMITATIONS

After approval by the ARC, all improvements shall be completed within ninety (90) days from commencement of the improvement. Projects which remain uncompleted for long periods of time are visually objectionable and can be a nuisance and a safety hazard for neighbors and the Community. The ARC may establish a more specific time for completion as a condition of its approval.

In the event the ARC fails to approve or disapprove plans and specifications within thirty (30) days after they have been submitted in writing to the ARC in acceptable form, including all information necessary for their consideration and review, approval by the ARC shall be deemed to have been granted. The ARC shall have the right to request additional information if, in its opinion, the information submitted is incomplete or insufficient.

INSPECTIONS

Periodic inspections may be made by the ARC while construction is in progress to determine compliance with the approved plans and specifications and provisions of the Declaration. The ARC or any such agent of the ARC shall not be deemed to have committed a trespass or other wrongful act by reason of such inspection.

JOB SITE CONDITIONS

1. All job sites shall be kept in a neat and orderly condition.
2. Construction hours are subject to rules and regulations as established by the ARC and/or the Association from time to time.
3. All construction operations must be performed in accordance with local governmental ordinances.

APPROVAL

Upon approval by the ARC, a copy of the applicants plans and specifications bearing such written approval, shall be returned to the applicant. Approval of any application shall be final and the approval may not be thereafter reviewed or rescinded provided that there has been compliance to all conditions of approval.

If the request for approval is disapproved by the ARC due to aspects of the request that can be remedied by the applicant, the recommended changes can be made to the request and returned to the ARC for approval.

VIOLATIONS

If any alteration or modification is made without the required prior written consent of the ARC, the alteration has been undertaken in violation of the Declaration. All unapproved alterations or modifications may be required to be removed until ARC approval is granted.

In no event may any alteration or modification be allowed to remain if in violation of any of the Covenants and Restrictions contained in the Declaration, or in violation of any zoning or building ordinance or regulation.

The ARC is empowered to enforce its policies, as set forth in the Declaration and this Manual, by means specified in the Declaration, including an action in a court of law, to insure compliance. The Association also has the right to levy a fine on Owners for modifications made without the written request and approval from the ARC.

KEY ARCHITECTURAL GUIDELINES

The ARC evaluates all submissions based on the individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the individual site and lot size, since what may be an acceptable design of an exterior in one instance may not be for another.

The following criteria is general in nature and applies to all of the dwelling units in PINE TRACE.

Relation To PINE TRACE Open Space

Factors such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also adversely affect PINE TRACE open space common areas.

Conformance With Covenants

All applications are reviewed to conform that the request is in conformance with all applicable Covenants and Restrictions affecting PINE TRACE as recorded in the records of Palm Beach County

Validity Of Concept

The basic idea of the proposed alteration requested must be sound and appropriate to its surroundings.

Design Compatibility

The proposed alteration must be compatible with the architectural characteristics of the applicant's house, adjoining houses and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.

Location and Impact On Neighbors

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight and drainage. For example, fences or landscaping may obstruct views, or access to neighboring properties; decks or larger additions may infringe on a neighbor's privacy.

Scale

The size of the proposed alteration should relate well to the adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.

Color

Color may be used to soften or intensify visual impact. Parts of an addition that are similar to the existing house such as roofs and trim should be matching in color. No permission or approval is required to repaint in accordance with the originally approved color scheme.

Materials

Continuity is established by use of the same or compatible materials as were used in the original house. For instance, an addition with wood siding may not be compatible with a stucco house.

Workmanship

Workmanship is another standard which applies to all exterior alterations. The quality of work should be equal to or better than that of the surrounding area. Poor practices, besides causing the owner problems, can be visually objectionable to others.

SUMMARY OF PROCEDURES

HOW TO MAKE APPLICATION TO THE ARCHITECTURAL REVIEW COMMITTEE

Applications for exterior changes may be obtained from the offices of the PINE TRACE Homeowners Association or from the Property Management Company. Completed applications should be hand delivered or sent to the association office, which will then forward them to the ARC for review at its next scheduled meeting.

A sample application form is attached.

SITE PLAN

A site plan or property survey should be included with the application showing the location of existing structures and the boundaries of the property. Proposed changes or additions should be indicated including dimensions and distances from the home and adjacent properties.

MATERIALS AND COLOR

Samples of the materials and colors to be used and an indication of existing colors and materials should be provided. In most cases, a statement that the proposed wall, for example, is to be painted to match the existing house trim or house color is sufficient. Where materials and/or colors are compatible but different from those of the existing structures, samples or color chips should be submitted for clarity.

DRAWINGS AND PHOTOGRAPHS

A graphic description of the request should be provided. This may be in the form of manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal.

PALM BEACH COUNTY

After receiving approval from the ARC, a permit may be required from Palm Beach County or other governmental authorities. The Applicant must determine whether this requirement applies to the requested modification.

THIRD PARTY COMMENTS

Written comments from neighbors and other residents concerning proposed changes may be furnished to the ARC. These comments will be considered during the review process. The ARC, however, must still make its decisions based on standards set forth in the Declaration and further described in this Manual.

**PINE TRACE HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARC)**

ARCHITECTURAL STANDARDS, CRITERIA AND DESIGN REQUIREMENTS

SUPPLEMENT TO THE DECLARATION OF RESTRICTIONS AND COVENANTS

The following are ARC approved standards that are not specifically outlined in the PINE TRACE Declaration of Restrictions And Covenants.

1. **WINDOWS, DOORS, SCREENED ENCLOSURES AND PATIOS**

- a. Bright-finished or bright plated (other than white) metal exterior doors, windows, window screens, louvers, exterior trim or structural members shall not be permitted. The use of bronze or white anodized aluminum to match the original trim is the preferred material.
- b. All screening and screen enclosures shall be constructed to utilize bronze or white anodized aluminum.
- c. The use of reflective tinting or mirror finishes on windows is prohibited.
- d. Security bars on windows or doors is prohibited.
- e. All screen enclosures must have a hip, gable or mansard roof. No portion of a screen enclosure may be installed higher than the highest point of the roof of the house.

2. **SOLAR PANELS**

Solar water heating panels shall be reviewed on an individual basis, and if approved by the ARC, must be installed so as to present the least obtrusive condition.

3. **EXTERIOR MATERIALS AND COLORS**

- a. Exterior artificial, simulated or imitation materials shall not be permitted without approval of the ARC.
- b. The use of the following items are appropriate:
 1. Stucco - similar in finishing and color as originally constructed.
 2. Metals - factory finished in durable anodized aluminum in bronze, white or electro-static paint (ESP).
- c. Exterior colors that, in the opinion of the ARC, would be inharmonious, discordant and/or incongruous to the PINE TRACE Community shall not be permitted. Bright colors (other than white) as the dominant colors are prohibited.

4. ROOFS

- a. Roof colors shall be an integral part of the exterior color scheme of the building.
- b. No change in color or existing roofing material shall be permitted without the approval of the ARC. Roofing material must be either cement tile or clay tile. Wood shake, asphalt or fiberglass shingles shall not be allowed.
- c. Roof shapes, styles, design and materials shall match the existing roof. All roof pitches shall be a minimum of 5:12 ratio.

5. GARAGES, DRIVEWAYS, WALKWAYS AND EXTERIOR LIGHTING

- a. Any change from the existing garage door must be approved by the ARC. Circular driveways may be permitted where drive enters and exits on the same street.
- b. No curb side parking areas may be created by extending any portion of the street pavement or curbing.
- c. All proposed exterior lighting shall be detailed on the request for architectural modification. No exterior lighting shall be permitted which, in the opinion of the ARC, would create a nuisance to the adjoining property owners.
- d. Driveways and walkways shall be constructed of a hard impervious material such as concrete, brick, pavers or stamped concrete and must be approved by the ARC. No asphalt drives or walkways will be permitted.
- e. Driveway aprons must be concrete and may not be widened without the approval of the ARC.
- f. Any proposed walkway must be approved by the ARC prior to installation. This includes concrete walkways, stepping stones or paver bricks.

6. HURRICANE PANELS, AWNINGS AND SHUTTERS

- a. Bahamas shutters, metal fold-down awnings and canopies do not meet the standards of the Community with respect to conformity and harmony of external design and shall not be permitted or affixed to the exterior of any residence. Canvas or vinyl awnings may be approved after ARC review of colors and design drawings.
- b. Permanent mechanical hurricane shutters (such as roll-up or accordion style) and temporary metal or wood panels may be used or installed only to protect structures during periods of severe weather conditions and must be approved by the ARC prior to fabrication or installation.
- c. Permanent mechanical shutters and temporary panels shall not be stored on the exterior of the residence and are to be used for a period of no longer than two weeks at any one time unless permission is granted by the ARC.

- d. Panels or shutters may not be installed for security purposes.
- e. Permanent mechanical shutters, including top channel and side tracks, must be color coordinated with the house colors. Colors must be approved by the ARC. Top and bottom channels used for installation of temporary panels, must be removed when panels are not in place or painted to match the color of the surface they are permanently affixed to.

7. LANDSCAPING

- a. All substantial proposed landscaping must first be submitted to the ARC survey prior to installation. Proposed landscaping must be shown on a lot survey which includes the house, all concrete surfaces and existing landscaping.
- b. Removal of any existing landscaping must be approved by the ARC. Replacement of like kind and size will be required.
- c. All landscaping installed with approval by the ARC must be maintained to the standards as set forth by the Association.
- d. No landscaping may be planted within any lake maintenance easement or road right-of-way.

8. FENCES

- a. No masonry walls of any type are permitted to be installed in the PINE TRACE Community.
- b. Four foot or five foot high white aluminum fencing is permitted.
- c. Fencing of the front yard is not permitted.
- d. An application for the approved fence type with proposed locations must be approved prior to installation. Proposed installation locations must be shown on the owners property survey and submitted to the ARC for review.

9. BASKETBALL HOOPS

- a. Basketball hoops are to be standard height (10 feet) on a black aluminum pole with a white or clear backboard. Portable basketball systems will also be permitted to be stored in the Garage when not in use.
- b. Pole and backboard must be the type that can be removed prior to hurricane strength winds.
- c. The system must be centered between the sidewalk and house on the outside of the driveway and must be cemented into the ground. No installations attached to the house will be permitted.
- d. Basketball can only be played between the hours of 9:00 A.M. and sunset.

- e. Pole and backboard must be maintained, repaired or replaced, when required, to meet the maintenance standards of the Association.

10. SWIMMING POOLS

- a. Proposed pool, decking, screen enclosure and landscaping plans with survey must be submitted to the ARC for review.
- b. Above ground swimming pools shall not be permitted. Swimming pools shall not be permitted on the street side of the residence without the approval of the ARC.
- c. All pool equipment and heaters must be screened from view with landscaping from adjacent properties and roadways.
- d. Spas or hot tubs will be permitted only when their placement does not interfere with the neighboring homes and will not create a nuisance. It is recommended that with the application for approval to the ARC, comments from neighbors be included. Any spa or hot tub that is permitted must also conform to all local zoning ordinances regarding this type of installation.

11. AIR CONDITIONERS, GARBAGE AND TRASH CONTAINERS

- a. Window and/or wall air conditioning units shall not be permitted.
- b. All garbage and trash containers shall be placed in an enclosed or landscaped area as approved by the ARC so as not to be seen from the street or adjacent properties except on days of garbage pick-up. Open storage of refuse is prohibited.
- c. On the days of scheduled garbage/trash pick-up, such refuse shall be in sturdy trash container or plastic bag and placed near the roadway.

12. ANTENNAS, FLAGPOLES, SIGNS AND MAILBOXES

- a. No exterior television or radio masts, towers, poles, antennas or aerials may be erected. Satellite dishes may be permitted in a diameter not to exceed one (1) meter. Placement and landscape buffering requirements must be determined by the ARC as a condition of approval for satellite dishes
- b. Signs
 - 1) No political or advertising Signs will be permitted. A specific event Sign or Flag will be allowed to remain for a maximum of 72 hours. No signs or flags are to be located or seen from the PINE TRACE side (east side) of Bent Creek Road. No signs are to be placed on Common Areas, road right-of-ways, or anywhere else within the Community Property of PINE TRACE. The Board reserves the right to monitor or disapprove of any sign or flag.

- 2) Only one "For Sale" sign (by Owner or Realtor) is permitted per property. "For Sale" Sign will not exceed 2' x 2' set with no larger than a 4 x 4 post, parallel or perpendicular to the street. "For Sale" Sign will be placed no closer than 5 ft. from sidewalk.
 - 3) Security Signage will be permitted not to exceed 1' x 1' and located within 3 ft. of the house structure, or as a sticker in a window.
 - 4) Hand lettered signs will not be permitted.
 - 5) No sign shall be nailed or attached to a tree.
- c. Modifications to the originally installed mailboxes will be allowed only with written approval from the ARC.

13. ACCESSORY STRUCTURES, PLAY EQUIPMENT AND DECORATIVE OBJECTS

- a. No structure of a temporary character, accessory structures, tool sheds or other outbuilding shall be permitted or used on a Unit Owner's property at any time.
- b. All playground equipment or playhouses shall be placed in the rear of the property and only with approval of the ARC. Location on the Lot and screening requirements may be a condition of ARC approval.
- c. No decorative objects such as sculpture, birdbaths, fountains, and the like shall be placed or installed on the street side of any Lot without the approval of the ARC.
- d. No clotheslines or similar structures shall be permitted on any portion of a Unit Owner's property.

14. ATTIC VENTILATORS, SKYLIGHTS, GUTTERS AND DOWNSPOUTS

- a. Attic ventilators or other apparatus requiring penetration of the roof should be as small in size as functionally possible and should be painted to match the roof color. They should be located generally on the least visible side of the roof and not extend above the ridge line. Approval of any ventilators must be obtained from the ARC prior to installation.
- b. Gutters and downspout's must match the trim on the house and be as inconspicuous as possible. Run-off must not adversely affect the drainage on adjacent properties. All gutters and downspout's must have the approval of the ARC prior to installation.

15. PATIO AND PATIO ENCLOSURES

- a. Patio enclosures are an extension of the home and have a significant impact on its appearance. All enclosures should be designed to conform to the contours of the house. Color and materials should be compatible with the existing home and surrounding homes. All patio enclosures must have ARC approval prior to the commencement of construction.

- b. The roof of the patio enclosure should conform to the roof on the home as closely as possible **without exceeding the highest point of the roof.** Insulated aluminum or fiberglass roofs will not be permitted.
- c. All patios, patio slabs and courtyards must be approved by the ARC prior to installation.

16. PERMANENT BARBECUES

- a. Permanent barbecues may be permitted but should not be a dominant feature on the landscape and should be located so they will blend as much as possible with the surrounding area. Supplemental planting should be provided to soften the visual impact of the barbecue, particularly when little or no natural background or screening is available.
- b. No permanent barbecue shall be installed until approval is received by the ARC.

17. MAJOR EXTERIOR ALTERATIONS

- a. The design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent houses.
- b. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.
- c. Roof pitch should match the type used in the applicant's house.
- d. New window's and doors should match the type used in the applicant's house and should be located in a manner which will relate well with the location of exterior openings in the existing house.
- e. If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated. Generally, approval will be denied if adjoining properties are adversely affected by changes in drainage.
- f. Construction materials should be stored so that impairment of views from neighboring properties is minimized. Excess material and debris should be immediately removed after completion of construction.

**THIS DOCUMENT MAY BE REVISED FROM
TIME TO TIME AS NECESSARY**



November 1999

Dear Homeowner:

The Board of Directors have approved a change to the Community regulations regarding screen enclosures. Attached, please find a new and revised Page 12 of the "Summary of Procedure and Design Requirements." Section 15. PATIO AND PATIO ENCLOSURES, Item b. will now read, "The roof of the patio enclosure should conform to the roof on the home as closely as possible **without exceeding the highest point of the roof.** Insulated aluminum or fiberglass roofs will not be permitted."

The addition to Item b. is in bold letters. You are encouraged to remove the old Page 12 of the "Summary of Procedure and Design Requirements" and insert this new Page 12 in its place.

If you have any questions concerning the contents of this letter, please feel free to contact our office at (561) 433-4197. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Paul Valyo".

Paul Valyo
Managing Agent
PINE TRACE HOMEOWNERS ASSOCIATION, INC.

downspout's must have the approval of the ARC prior to installation.

15. PATIO AND PATIO ENCLOSURES

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- b. The roof of the patio enclosure should conform to the roof on the home as closely as possible **without exceeding the highest point of the roof**. Insulated aluminum or fiberglass roofs will not be permitted.
- c. All patios, patio slabs and courtyards must be approved by the ARC prior to installation.

16. PERMANENT BARBECUES

- a. Permanent barbecues may be permitted but should not be a dominant feature on the landscape and should be located so they will blend as much as possible with the surrounding area. Supplemental planting should be provided to soften the visual impact of the barbecue, particularly when little or no natural background or screening is available.
- b. No permanent barbecue shall be installed until approval is received by the ARC.

17. MAJOR EXTERIOR ALTERATIONS

- a. The design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent houses.
- b. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.
- c. Roof pitch should match the type used in the applicant's house.
- d. New window's and doors should match the type used in the applicant's house and should be located in a manner which will relate well with the location of exterior openings in the existing house.
- e. If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated. Generally, approval will be denied if adjoining properties are adversely affected by changes in drainage.
- f. Construction materials should be stored so that impairment of views from neighboring properties is minimized. Excess material and debris should be immediately removed after completion of construction.



April 21, 2006

Dear Pine Trace Homeowner:

The Board of Directors have approved a change to the community regulations regarding **roof tile replacement**. Attached, please find a new and revised Page 8 of the "Design Standards Manual." Section 4. ROOFS, Item b. will now read, "No change in color or existing roof material shall be permitted without the approval of the ARC. Roofing material must be either cement tile, clay tile or **a stone coated galvanized steel panel system**. Wood shake, asphalt or fiberglass shingles shall not be allowed."

The addition to Item b. is in bold letters allowing stone coated galvanized steel panel systems as a new exterior roofing material. You are encouraged to remove the old Page 8 of the "Design Standards Manual" and insert this new Page 8 in its place.

If you have any questions concerning the contents of this letter, please feel free to contact our office at (561) 362-7444. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Paul Valyo".

Paul Valyo
Managing Agent

PINE TRACE HOMEOWNERS ASSOCIATION, INC.

4. ROOFS

- a. Roof colors shall be an integral part of the exterior color scheme of the building.
- b. No change in color or existing roofing material shall be permitted without the approval of the ARC. Roofing material must be either cement tile, clay tile **or a stone coated galvanized steel panel system**. Wood shake, asphalt or fiberglass shingles shall not be allowed.
- c. Roof shapes, styles, design and materials shall match the existing roof. All roof pitches shall be a minimum of 5:12 ratio.

5. GARAGES, DRIVEWAYS, WALKWAYS AND EXTERIOR LIGHTING

- a. Any change from the existing garage door must be approved by the ARC. Circular driveways may be permitted where drive enters and exits on the same street.
- b. No curb side parking areas may be created by extending any portion of the street pavement or curbing.
- c. All proposed exterior lighting shall be detailed on the request for architectural modification. No exterior lighting shall be permitted which, in the opinion of the ARC, would create a nuisance to the adjoining property owners.
- d. Driveways and walkways shall be constructed of a hard impervious material such as concrete, brick, pavers or stamped concrete and must be approved by the ARC. No asphalt drives or walkways will be permitted.
- e. Driveway aprons must be concrete and may not be widened without the approval of the ARC.
- f. Any proposed walkway must be approved by the ARC prior to installation. This includes concrete walkways, stepping stones or paver bricks.

6. HURRICANE PANELS, AWNINGS AND SHUTTERS

- a. Bahamas shutters, metal fold-down awnings and canopies do not meet the standards of the Community with respect to conformity and harmony of external design and shall not be permitted or affixed to the exterior of any residence. Canvas or vinyl awnings may be approved after ARC review of colors and design drawings.
- b. Permanent mechanical hurricane shutters (such as roll-up or accordion style) and temporary metal or wood panels may be used or installed only to protect structures during periods of severe weather conditions and must be approved by the ARC prior to fabrication or installation.
- c. Permanent mechanical shutters and temporary panels shall not be stored on the exterior of the residence and are to be used for a period of no longer than two weeks at any one time unless permission is granted by the ARC.



November 2007

Dear Homeowner:

The Board of Directors have approved a change to the Community regulations regarding **Basketball Goals**. Attached, please find revised Pages 9 and 10 of the "Summary of Procedure and Design Requirements."

The changes and additions to section 9. Basketball Goals is in bold letters. You are encouraged to remove the old pages 9 and 10 of the "Summary of Procedure and Design Requirements" and insert the new pages 9 and 10 in its place.

If you have any questions concerning the contents of this letter, please feel free to contact our office at (561) 433-4197. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Paul Valyo".

Paul Valyo
Managing Agent
PINE TRACE HOMEOWNERS ASSOCIATION, INC.

- d. Panels or shutters may not be installed for security purposes.
- e. Permanent mechanical shutters, including top channel and sidetracks, must be color coordinated with the house colors. Colors must be approved by the ARC. Top and bottom channels used for installation of temporary panels, must be removed when panels are not in place or painted to match the color of the surface they are permanently affixed to.

7. LANDSCAPING

- a. All substantial proposed landscaping must first be submitted to the ARC survey prior to installation. Proposed landscaping must be shown on a lot survey, which includes the house, all concrete surfaces and existing landscaping.
- b. Removal of any existing landscaping must be approved by the ARC. Replacement of like kind and size may be required.
- c. All landscaping installed with approval by the ARC must be maintained to the standards as set forth by the Association.
- d. No landscaping may be planted on Common Property or within any Preserve or road right-of-way.

8. FENCES

- a. No masonry walls of any type are permitted to be installed in the PINE TRACE Community.
- b. Four foot or five foot high white aluminum, white vinyl (PVC) or white wrought iron fencing is permitted.
- c. Chain link fences are approved with the following conditions:
 - (1) Maximum height of five feet.
 - (2) Must be an all black (vinyl coated wire with black posts and rails) installation.
 - (3) In the locations as specified by the ARC, shrubbery with sufficient height and fullness shall be placed on the outside of the fence (not gate) to completely conceal it from view.
- d. Fencing of the front yard is not permitted.
- e. An application for an approved fence type with proposed locations must be approved prior to installation. Proposed installation locations must be shown on the owner's property survey and submitted to the ARC for review.

9. BASKETBALL GOALS

Permanent, in-ground installations and portable basketball goals will be permitted with the following conditions:

- a. Basketball goals are to be standard height (10 feet) on a black aluminum pole with a white or clear backboard.
- b. Permanent, in-ground installations - pole and backboard must be the type that can be removed prior to hurricane strength winds. **Portable systems must be stored in the garage prior to hurricane strength winds.**
- c. The permanent, in-ground installation must be centered between the sidewalk and house on the outside of the driveway and must be cemented into the ground. **Portable systems must be placed adjacent to the driveway edge centered between the sidewalk and house. Portable systems may not be placed on the sidewalk or in the street at any time and they must always be in the upright position, not lying on the ground.** No basketball goals attached to the house will be permitted.
- d. Basketball can only be played between the hours of 9:00 A.M. and sunset.
- e. Pole, net, goal and backboard must be maintained, repaired or replaced, when required, to meet the maintenance standards of the Association.

10. SWIMMING POOLS

- a. Proposed pool, decking, screen enclosure and landscaping plans with survey must be submitted to the ARC for review.
- b. Above ground swimming pools shall not be permitted. Swimming pools shall not be permitted on the street side of the residence without the approval of the ARC.
- c. All pool equipment and heaters must be screened from view with landscaping from adjacent properties and roadways.
- d. Spas or hot tubs will be permitted only when their placement does not interfere with the neighboring homes and will not create a nuisance. It is recommended that with the application for approval to the ARC, comments from neighbors be included. Any spa or hot tub that is permitted must also conform to all local zoning ordinances regarding this type of installation.

11. AIR CONDITIONERS, GARBAGE AND TRASH CONTAINERS

- a. Window and/or wall air conditioning units shall not be permitted.
- b. All garbage and trash containers shall be placed in an enclosed or landscaped area as approved by the ARC so as not to be seen from the street or adjacent properties except on days of garbage pick-up. Open storage of refuse is prohibited.
- c. On the days of scheduled garbage/trash pick-up, such refuse shall be in sturdy trash container or plastic bag and placed near the roadway.