

Hérons Glen Homeowners Association, Inc.
Design and Development Guidelines

Architectural Review Committee

Design and Development Guidelines

The Architectural Review Committee (ARC) is responsible for preparing "Design and Development Guidelines" which are in accordance with Article XIII, as authorized by Article XII, Section 1 of the "Revised Covenants, Conditions and Restrictions of Herons Glen", as recorded in the County Clerk's Office. The following are the "Guidelines" that have been developed in coordination with Article XIII of the "Covenants." The "Covenants" and these "Guidelines" work together to form the architectural rules for our community. The ARC is also charged with monitoring compliance with these rules.

ARC members shall have access to the property to review ARC Applications for work to be done, completion of work and for compliance of the governing documents in accordance with the Herons Glen Declaration of Covenants and Restrictions, ARTICLE XVI GENERAL PROVISIONS Section 10. Right of Entry and the Herons Glen Bylaws, ARTICLE IX COMMITTEES, Section 2(c).

MAINTENANCE

Power Washing: roofs, houses, walkways and driveways shall be done as needed to maintain appearance.

Lighting: See Community Wide Standards for Lighting, Light Fixtures and Light Posts for maintenance and replacements.

Mailboxes: See Community Wide Standards for Mailboxes and Mailbox Posts for maintenance and replacements.

CONSTRUCTION

Before exterior modifications or improvements are made Homeowners must first submit a completed ARC Application Form with all required documentation to the ARC for review and approval. Application Forms and documentation must be submitted by 4:00 p.m. the Thursday prior to the scheduled Tuesday meeting of the ARC Committee. The committee meets the 2nd and 4th Tuesday of each month. No work may be started prior to receiving approval from the ARC Committee. No approvals will be granted before the application goes to an ARC Committee Meeting.

Homeowners in the Fairways, Meadows and Solana must get their proposed exterior work approved by their sub association before submitting the ARC Application to the ARC Committee for review.

All Preserve Villa home exterior walls and garage doors must be painted SW6099, trim and front doors SW6081.

Exterior Painting: All exterior painting, and repainting requires approval from the ARC Committee. No work shall commence prior to receiving approval from the ARC Committee.

The paint colors selection for exterior walls, garage doors, trim, decorative trim, gutters, downspouts, roof, entry walkways, and driveways, must be matched to the appropriate approved ARC Color Chip Book. Color chips or samples of paint are required to be attached to the ARC Application when submitted to the ARC Committee for review. You may use any brand of paint but the color selection must match the approved ARC colors. Paint may be matte, satin or semi-gloss at the homeowners' discretion.

Herons Glen Homeowners Association, Inc. ***Design and Development Guidelines***

- **Repainting existing color:** ARC approval is required for repainting existing colors including refreshing the paint. If the existing color is not in the approved ARC Color Chip Book then the existing color cannot be used.
- **Front door** colors do not have to be matched to the approved ARC Color Chip Book but color selected is subject to ARC approval.
- **The garage door** must match the exterior walls or a trim color matched from the approved ARC Color Chip Book and subject to ARC approval.
- **Roof** paint colors must be matched to existing roof color or paint color must be selected from the approved ARC Color Chip Book and be subject to ARC approval.
- **Lanais visible from the road, common property or golf course:** Painting is subject to ARC approval.
- **Driveway and entry walkway** colors must be matched to the approved ARC Color Chip Book color selections for driveways and entry walkway surfaces. Samples of paint or stain color are required to be attached to the ARC Application when submitted to the ARC Committee for review.
- **Unique professionally patterned** color applications to driveways and other surfaces are subject to approval of the ARC Committee.
- **No paint or finish shall be applied to the community front sidewalk.**

It is recommended that paint specifically designed for roofs and paint specifically designed for driveways be used.

Homeowners in the Fairways and Meadows must get an authorized signature from their sub association on the application before submitting to the ARC Committee for review.

Homeowners in Solana must contact the Solana board and follow their sub association's procedures for application submission to the ARC Committee.

The approved ARC Color Chip Book is located in the HOA Office.

The ARC reserves the right to deny approval of all exterior colors based on:

- Compatibility with exterior colors on the home and surfaces
- Density of the color
- Compatibility with the neighborhood
- Compatibility of house and trim colors

Storm Shutters, Panels and/or Wind Abatement Screens: If you wish to leave storm shutters or panels in place for extended periods of time when the house is not occupied, they must be approved by the ARC before installation. The ARC will only approve shutters, panels and/or wind abatement screens that are white, beige or the same color as your house, or clear or white translucent corrugated plastic. No Bahama shutters or other type of hinged shutter will be approved. Hurricane shutters in compliance with state building codes may be used if painted white or same color of house. Galvanized unpainted metal shutters may only be used when a tropical storm or hurricane warning has been issued and must be removed within 72 hours of a tropical storm or hurricane watch ending.

Herons Glen Homeowners Association, Inc.

Design and Development Guidelines

New or Replacement Construction (Reconstruction) or any exterior modification including but not limited to: installing swimming pools, spas, waterfalls, screen doors, front entry enclosures, front doors, garage screens, garage doors or patios need prior approval of the ARC.

All exterior modifications including but not limited to: extending, changing or enclosing lanais, or constructing exterior additions or modifications to a house or screened areas also require prior approval of the ARC according to the following:

Hip roofs must be added to all lanais and exterior additions.

- 1) All roof and side panels must be of rigid or sandwiched panel construction. (no single or layered panels allowed)
 - a. All three sides of enclosure or addition (excluding Lanais) must have windows or doors.
 - b. Kick panels (from slab to top of kick panel, rail shall not exceed 26" in height)
 - c. Frame & sash parts to be white & using glass, acrylic or hurricane glass except the Sanctuary & Majestic Isles shall have bronze window framing and sash part.
- 2) All Screens shall be charcoal in color
- 3) Laminated, sloped roof (not flat) shall have a Hip roof over all areas of the enclosure, lanai or patio.
- 4) Must meet Grounds Committee Standards for Landscaping.

Driveways: Subject to ARC approval a driveway may be extended. The driveway extension may not exceed width of garage and must be the same level of the existing driveway.

Gutters and Downspouts: Gutters are to be a minimum of 6" wide and Downspouts minimum 3" x 4 1/2". Downspouts must be the corresponding size of the Gutters. The Gutters and downspouts must be aluminum and white or bronze or same color as house. A drainage plan for disbursement of water from the downspout is to be included with the application. Homeowner is responsible to provide appropriate drainage to prevent damage to adjacent home or lake erosion.

Pools: No above ground pools shall be erected. In-ground Spas and pools are subject to prior written approval from the ARC and must be screened in.

Screens, Garage Screens and Screen Doors:

- **Lanai screen enclosures** must have a Hip roof and screens must be charcoal with white framing and doors, except in the Sanctuary & Majestic Isles where enclosure framing and doors frames must be bronze.
- **Screen doors** affixed to the main entry doorframe must have charcoal screening and a white frame, except in the Sanctuary & Majestic Isles where enclosure framing and door frames must be bronze.
- Screen enclosures of entry and screen door must have charcoal screening and a white frame, except in the Sanctuary & Majestic Isles where enclosure framing and door frames must be bronze.
- Decorative ornaments on any screen door must be factory installed and integral with the framing of the door. Screen door details with a picture showing the decorative ornament and the colors of the ornament and door must be submitted with an ARC Application for approval.
- **Garage screens** must be roll-up. Slider panels or panels with access doors are not permitted. Screen material must be mesh. Framing and mesh screen colors must be white, off-white or beige.

Herons Glen Homeowners Association, Inc.

Design and Development Guidelines

Contractors: All work must be done by a licensed contractor (per Florida law), with current insurance certificates for general liability and workmen's compensation and current license on file with the ARC or done by the homeowner. First class materials and workmanship must be used. A county building permit, if needed for your job, must be obtained before work starts, and a copy of it must be filed with the ARC and the original posted on the job. *We suggest that all contracts contain the clause "subject to approval by Herons Glen Architectural Review Committee before work starts". We also suggest you don't give a contractor any money other than a nominal \$100.00 to bind the contract until the job has been approved.* While neither the ARC nor HOA endorse any particular contractor, a list of contractors which have previously submitted proof of licensure and/or insurance is maintained on the HOA web site, www.heronsglenhoa.org. **Notwithstanding the information maintained on file by the Association, the Owner acknowledges that it is the Owner's responsibility to verify with any contractor it hires that they are properly licensed and insured. Whenever an Owner contracts for maintenance, repair, replacement, alteration, addition or improvement of any portion of the Parcel or Unit, whether with or without obtaining the required approval from the ARC, such Owner shall be deemed to have warranted to the Association and its Members that its contractor is properly licensed and fully insured and that the Owner will be financially responsible for any resulting damage to persons or property not paid by the contractor's insurance."**

ARC Application Forms: can be picked up at the HOA office or downloaded from the HOA web site. Please attach copies of contracts, building permits, drawings, site plans, brochures, photos, color swatches, or anything else that will help the ARC understand your application and speed its decision. Surveys or accurate and detailed drawings and site plans must accompany any applications for extensions or additions.

NO WORK IS TO BE DONE UNTIL AN APPROVAL LETTER FROM THE ARCHITECTURAL REVIEW COMMITTEE AUTHORIZING THE REQUEST HAS BEEN RECEIVED. FOR ANY JOB THAT REQUIRES A BUILDING PERMIT, A COPY OF THE BUILDING PERMIT AND PERMIT DRAWINGS, IF ANY, MUST BE ON FILE WITH THE ARCHITECTURAL REVIEW COMMITTEE AND THE ORIGINAL POSTED ON THE JOB BEFORE WORK BEGINS.

House Exterior Decorations and other attachments: No exterior decoration or attachment of any kind is permitted on any part of the exterior of the house, enclosures, doors, garage doors, mailbox or lamppost. This includes but not limited to cartoon characters, driftwood, fish, dogs, cats, birds, wreaths, artificial vegetation, names or nameplates, patriotic items, addresses other than on the lighted plaque installed by Builder, etc. **EXCEPTIONS:**

- Decorations are permitted inside the front screened or unscreened portico entrance ways, loggias and lanais.
- Wreaths are permitted on the main front door or screen door attached to the main front door.
- Clear plastic rain gauges mounted on the backside of the mailbox post protruding by no more than one inch above the post.
- Trellises must be attached according to the guidelines for trellises.
- Any item specifically permitted in accordance with the governing documents.
- See Community-Wide Landscape Standards for permissible decorations not attached to home

Holiday and Special Event Decorations: Special event (e.g. sports game, birthday and anniversary) decorations are permitted for that day only. Christmas or other Holiday decorations are permitted starting the Monday before Thanksgiving and must be removed by January 10. During all other times of the year Holiday decorations are permitted, but only for a period not to exceed 7 days during the time of the holiday

Herons Glen Homeowners Association, Inc.

Design and Development Guidelines

Homeowners are responsible for the removal of all exterior decorations when leaving their homes for an extended period of time and/or when threatening weather conditions exist.

Large Antennas, (in excess of FCC standards), Window Air Conditioning, Fences and Awnings: Fences, Window Air Conditioners and Awnings are not allowed. Permitted antennas are defined in detail in the Declaration of Covenants. Wall air conditioners (for lanai enclosures) are permitted as long as they are flush with the exterior of the wall with only a flush louver in the outside wall and the noise level is no higher than a typical air conditioning compressor/condenser.

Flags and Banners: See Grounds Flag and Banner Guidelines.

Interior Window Coverings: All window coverings shall have a white or off-white backing or blend with exterior color of house.

Grounds Committee: Please refer to the Grounds Committee for guidance on lawns, trees, shrubs, plants, irrigation, freestanding flagpoles, curbing, lawn ornaments (including fountains or statues) or other items placed in the grounds of the property.

History- Formerly Doc. 2006-01; revision adopted at the 05/10/2006, HOA Board Meeting as Doc. 2006-18; revision adopted at the 1/10/07 HOA Board Meeting as Doc. 2007-01; amended at the 3/14/07 HOA Board Meeting; amended at the 5/9/07 HOA Board Meeting; amended at the 1/9/08 HOA Board Meeting; amended at the 07/15/09 HOA Board Meeting; amended at the 09/12/12 HOA Board Meeting; amended at the 04/10/13 HOA Board Meeting; amended at the 9/10/14 HOA Board Meeting; amended at the 2/11/15 HOA Board Meeting; amended at the 1/11/17 HOA Board Meeting; amended at the 4-12-17 HOA Board Meeting, amended at the 10-11-17 HOA Board Meeting; amended at the 1-10-18 HOA Board Meeting, 1-13-2021.