

HAMMOCK SHORES PROPERTY OWNERS ASSOCIATION
ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION

Showcase Property Management 321-576-9677

101 S Courtenay Parkway Merritt Island, FL 32952

Name _____ Email _____

Property Address _____

Mailing Address _____ City _____ State _____ Zip _____

Phone(s) Home _____ Work _____ Fax _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request your consent to make the following changes, alterations, renovations and/ or additions to my property.

Fence Swimming Pool Lawn Ornament Patio Screen Enclosure
 Exterior Color Landscaping Lawn Replacement Other _____

Description: _____

Attach two (2) copies of the application and property survey that shows the locations of the proposed change, alteration, renovation or addition. Attach two (2) drawings of proposed plan(s). Uploaded forms do not require two copies of documents. **PLEASE SUBMIT ARB FORM AND REQUIRED DOCUMENTS VIA APPFOLIO.** If you do not access to appfolio, please call and request a link. We must have an email on file.

NOTE: APPLICATIONS SUBMITTED WITHOUT COPIES OF THE SURVEY, DRAWINGS OR COLOR SAMPLE WILL BE CONSIDERED INCOMPLETE. IF AN APPLICATION IS INCOMPLETE, IT WILL NOT BE PROCESSED AND WILL BE RETURNED TO YOU.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS.

1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If not, then you must reapply for ARB approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and / or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt we will forward the ARB Application to the Association. A decision by the Association may take up to **30 days**. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

Do Not Write Below This Line

This Application is hereby: Approved Disapproved

Date _____ Signature _____

Comments: Homeowner / their vendor will be responsible to pull appropriate permits.

Hammock Shores

ARCHITECTURAL GUIDELINES AND COMMUNITY-WIDE STANDARDS

Adopted by the BOD _____

Version 2

A. Fences (Article 7.12, Exhibit C, Section 15)

No fence of any type, including invisible fencing, is permitted to be erected on a Lot without the prior written approval of the ARB.

1. Water view lots if any:
 - a) Fences shall be 4' (four) feet in height, composed of tan vinyl picket shall be permitted.
2. Interior Preserve lots:
 - a) Lots 25, 26, 29, and 30 will be 6 ft tan vinyl fencing. Lots 17 and 42 will be 6 ft fence and may be 4 ft or 6 ft tan vinyl on side where they connect to water.
 - b) Fences shall be 6' (six) feet in height, composed of vinyl, color shall be buff/tan, no decorative features shall be permitted.
3. Corner lots:
 - c) Fences shall conform to the City of West Melbourne code; "For any corner lot of which the rear lot line abuts the side lot line of another lot, that portion of such fence, wall or hedge located between the side right-of-way and the side building line adjacent to the side right-of-way shall be not more than four feet in height."
 - d) Fences shall be 4' (four) feet in height on the lot lines adjacent to right-of-ways, and shall be 6' in height on non-right-of-way lot lines, fencing shall be tapered **by degrees** from 4' to 6' on non-right-of-way lot lines at connection to the right-of-way lot line.

B. Decorations

An ARB Application shall be submitted for all decorations (other than Holiday/Seasonal) and potted plants. The application shall be descriptive as to size, color and material of the desired items. The decoration(s) shall not be obscene or vulgar in nature; shall be designed to blend in aesthetically as practicable; and shall be reasonably sized to fit the home site. The ARB may make reasonable requests of the Owner or resident to modify the decoration and/or its placement to achieve architectural consistency with surrounding structures.

1. Front Planting Beds:
 - a) A maximum of six (6) decorations or potted plants are allowed in plant beds or walkways. Walkway pots or decorations must not block access to emergency personnel. Decorations or potted plants must not interfere with the landscape contractor. The owner will take precautions not to cause damage by installing any such approved decoration, the owner assumes the risk and agrees to hold harmless the Association.
 - b) No decoration(s) shall exceed a height of thirty-six (36") inches; with the exception of a Shepherds hook, which shall be no more than (72) inches high; or a Trellis, which shall be no more than (72) inches high and (48) inches wide and all appurtenances thereto shall be maintained by the homeowner.
 - c) Decoration(s) must be firmly attached to the ground and be able to withstand winds up to 55 miles per hour or be removable as necessary. If the decoration(s) is/are attached to the ground it must be within an approved plant bed.
2. Front Entry Wall Decorations:
 - a) Decoration area shall be no higher than (60) inches tall nor (60) inches wide and extend no more than 1 foot from house wall.
 - b) Decoration(s) must be firmly attached and be able to withstand winds up to 55 miles per

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hour or be removable as necessary. If the decoration(s) is/are attached to the ground, it must be within an approved plant bed.

- c) Decoration(s) shall not interfere with landscape contractor. The owner will take precautions not to cause damage by installing any such approved decoration the owner assumes the risk and agrees to hold harmless the Association.
- d) Decoration(s) must be removed by the homeowner when necessary to accommodate the paint contractor.
- e) Maximum of one decoration on any front entry door, no larger than 18 inches tall or wide.
- f) Basketball Backboards. No garage, roof mounted, portable or in-ground mounted basketball backboards are permitted. Portable basketball submit and ARC application.
- g) Trampolines- Trampolines need arc approval, if permitted need to be hidden by landscape so neighbors on all sides cannot see it. Landscape plan needs to be approved by ARC application to committee with photo of trampoline and landscape plan.
- h) Play items need to be approved by the ARC committee. Any playground or exterior play items requirement is a fenced yard and needs to have a landscape plan and submit to ARC for approval.

3. Rear Yard Decorations:

- a) Decoration(s) in the rear yard shall be no higher than thirty-six (36) inches, with the Exception of a shepherd's hook, which shall be no more than (72) inches high; or a Trellis, which shall be no more than (72) inches high and (48) inches wide and all appurtenances thereto shall be maintained by the homeowner.
- b) Decoration(s) must be firmly attached to the ground, rear wall or tree and be able to withstand winds up to 55 miles per hour or be removable as necessary. If the decoration(s) is/are attached to the ground it must be within an approved plant bed.
- c) Decoration(s) shall not interfere with landscape contractor. The owner will take precautions not to cause damage by installing any such approved declaration the owner assumes the risk and agrees to hold harmless the Association.

C. Rear Porch Enclosure, Screen Enclosures, Pool Additions, Patio, Lanai

- 1. Screening is to be charcoal in color. Framing shall be bronze in color. Color is to be noted on the application.
- 2. No flat roofs are allowed, enclosure must have Mansard, Sloped, Dome or Hip style roof.
- 3. Proper permits from the County/City are required and must be obtained by the applicant.
- 4. Vinyl window tinting must not have mirror finishes, tinting must be removed if cracking or bubbling occurs. Color must be noted on the application.
- 5. No window unit type air conditioner units are allowed on home.
- 6. Access to construct any enclosure or pool should be limited to the particular home site upon which the enclosure or pool is to be built only. Any location where any new or altered patio abuts the foundation of the home must be termite treated to keep the termite bond in full force and effect.

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7. The grade of the home site may need to be adjusted to accommodate the installation and to ensure the drainage pattern of the home site is maintained. Applicant is responsible for resodding and relocation and reinstallation of any and all landscape material. Sod/landscape material installation should be complete within one week of approved patio installation.
8. The pool equipment (pump, filter) should be screened with a 4' tan fence viburnum type hedge dense enough to block the view of the equipment upon installation.
9. Any approved propane tanks used for heating the pool must be buried completely. No above-ground installation. Service port must be in permanent mulch bed, so as not to cause damage to lawn area.
10. Solar panels must meet local, state and federal laws. When used on roofs, solar energy equipment such as solar panels, solar modules or piping should be well integrated into the roof design in terms of placement and color. See also Florida Statute 163.04
11. All patios, including door pads, not inside an enclosure must be constructed of natural concrete or pavers that match the existing driveway pavers. Patios and door pads that abut an enclosure may be constructed using the same type pavers or acrylic coating as the patio inside said enclosure. Color sample and/or picture of interior patio must be provided with application.
12. Owner shall be responsible for any and all damages to other lots and / or common area, which may result from performance work.

D. Screen/Storm doors, Glass Doors/Inserts, Garage Doors

1. Screen/Storm doors may be permitted; the frame color shall coordinate with the color of the residence stucco or be bronze. Color sample of the door and a picture of the residence must be supplied with the application and approved by ARB prior to installation.
2. No decorative grills or designs will be permitted on screen/storm doors.
3. A color sample showing full design of Glass Doors/Glass Door Inserts must be provided with application.
4. Door and door frame color changes must be approved; color sample and a color picture of the Owner's residence and neighboring residence on each side must be supplied with the application.
5. Sliding and Roll-up style garage screens will be allowed on garage openings. Equipment mount must be within the garage frame. Garage screen color shall be charcoal or may be white if it coordinates with the house trim or garage door. Frame shall be white or match the color of the residence stucco or trim. Color samples and a color picture of the residence must be supplied with the application.
6. A garage door shall not be closed at the same time an attached garage screen has been drawn into use.

E. Hurricane Shutters

1. Shutter need to be submitted for ARC review.
 1. Only Accordion, Roll Down, or Clear Lucite/Lexan/Acrylic style shutters are permitted.
 2. If permitted Bahama Shutters shall match the color of residence front entry door or trim of house.

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3. "Hurricane Shutter Time Period": Approved hurricane shutters shall not be installed or closed, as applicable, before the issuance of a hurricane watch by the National Hurricane Center encompassing Community location, and shall be removed no later than ten (10) days after the cessation of a hurricane watch or warning for same ("Hurricane Shutter Time Period"), however, if the hurricane shutters are clear in color they shall be allowed to remain installed or closed, as applicable, if the Owners are absent during hurricane season.
4. Permanently attached, clear Lucite/Lexan/Acrylic coverings may be installed on windows above the front entry door or on upper windows or dormers (e.g., those above 6'8" in height above the ground). This covering shall be removed or replaced by the homeowner if signs of discoloration, "crazing" or cracking are noted.

F. Roofs/Gutters; driveways

1. Roof vents, solar collectors, solar tubes and sky lights are permitted with prior approval. Vents and tubes are not to exceed (twelve 12") inches in height above the roof. Fire place chimneys must meet current federal, state and local codes.
2. Any roof that is repaired or replaced will incorporate materials that are the same in color and makeup as that of the original.
3. Gutter color shall match the color of the residence stucco or trim.
4. Driveways shall remain free of grease, oil or other stains at all times.
5. Paver driveways, walkways and driveways may be coated with a clear, flat (non-glossy) sealer. Specifically and only with Sherwin Williams stock# CL 2871W Fantail. No other sealants or coatings may be used.

G. Satellite Dish/Antennas

1. No exterior antenna/radio masts, etc. allowed except as expressly permitted by law.
2. Satellite Dish antennas may be mounted on the exterior wall or roof of the residence in the rear 1/2 portion of the residence. When attached to the exterior wall of the home, the dish shall be mounted no lower than 7 feet from the ground. When mounted on the roof of the home, the dish shall be mounted no further than 5 feet from the perimeter edge of the roof.
3. No ground or pole mounting will be allowed except as may be necessary to receive an acceptable signal, in accordance with law.
4. All Satellite Dish antennas must receive approval prior to installation. Any variances to these standards must be requested in writing with your application along with evidence furnished by your satellite service provider specifying the basis for such request.

H. Flags *(Must conform to the FL Statute 720 and all local, state and federal laws)*

1. In-ground flagpoles may be no taller than 20 feet.
2. Any FL Statute 720 approved flags shall have a maximum size of 4 1/2 feet by 6 feet.
3. Flagpoles may not be located any closer than 5 feet to the sidewalk.
4. The flagpole will not interfere with any utility easement, drainage area, or the ability to mow the lawn of the residence. It must be located within a mulch/plant bed in order to prevent damage from the Association landscape contractors.

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5. The flagpole shall be a minimum of two (2") inches in diameter and shall be sufficiently anchored to the ground to remain perpendicular to the ground in order to protect all homes in light of wind and weather events.

I. Signs / Banners

1. "For Sale" and "For Rent" signs are not permitted in community without ARC written approval.
2. No more than one event, seasonal or holiday banner, which is no larger than 24" x 36," shall be displayed or permitted.

J. Window Treatments

1. No tinting with mirror finishes on windows is permitted without arc approval, a color sample should be attached with the application.
2. Tinting must be removed if cracking or bubbling occurs over time.

K. Mail Box

1. Only mailboxes of the type supplied with the original purchase of the home are authorized.

L. Landscaping:

1. Standard for Planting at Curb or Common Area
 - a. Trees and shrubs: Trees and shrubs that have been removed by the Owner or that have died may be replaced with approved ARB application and comparable in size to rest of the community, within three months of tree dying.
 - b. Flowers: Flowers may be planted in landscape beds.
 - c. Landscaping: Additional landscaping needs ARB approval.

M. Irrigation Hoses

1. Homeowners' irrigation hoses must be stored (rolled) on an appropriate hose reel attached to the side of the home or out of view within a mulch bed.
2. Hoses are to be one single color.
3. The contractor will take precautions not to cause damage; however, the owner assumes the risk and by placing any such hoses outside of a home, agrees to hold harmless the Association.

N. Paint and Roofing:

1. The resident needs to complete an ARB application and submit with paint sample, picture of homes on both sides of their home, old color, new color to ARB committee for review. Needs to be from color chart for the community and cannot be the same color as the neighbor next door.

O. Permanently Installed Emergency Generators

1. The resident will obtain any required permits.

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2. The generator must be installed by factory authorized personnel.
3. The generator will be installed on a level cement slab foundation.
4. Routine generator “test runs” are to be performed during a time period, which will not create a nuisance to neighboring properties.
5. A planter area will be established around the generator. The plantings are to be close enough to one another that they will form a visual barrier to the street and to neighboring properties. The plantings are to be maintained at a height of no greater than six (6) inches above and no lower than the top of the installation.

P. Retractable Awnings / Sunshades:

1. Only awnings/shades that are retractable are permitted.
2. Awnings / Sunshades may be installed only on the rear of the home.
3. Awning / Sunshades color must be solid and be compatible with the color of the home. All colors need to have prior approval.
4. A sample or picture of the awning / sunshade material and color must be submitted with the ARB application.
5. Awning / Sunshade must be sufficiently securable to withstand winds up to 55 miles per hour, or be removable as necessary.
6. Home owner must maintain the awning / sunshade in good repair so as not to detract from the appearance of the home or the Community.
7. Awnings / Sunshades must be retracted when not in use.

Q. Handicap ramps: (State Statute 720.304)

A homeowner may construct an access ramp if a resident or occupant of the home has a medical necessity or disability that requires a ramp for egress and ingress under the following conditions:

1. The homeowner must submit to the ARB an affidavit from a physician attesting to the medical necessity or disability of the resident or occupant of the parcel requiring the ADA compliant ramp. Certification used for State Statute 320.0848 shall be sufficient to meet the affidavit requirement.
2. The ramp must be as unobtrusive as possible, be designed to blend in aesthetically as practicable, be reasonably sized to fit the intended use, and be firmly attached to the ground or sidewalk. The handicap ramp must be removed when the medical necessity or disability no longer exists.
3. Plans for the ramp must be submitted in advance to the ARB. The ARB may make reasonable requests to modify the design to achieve architectural consistency with surrounding structures and surfaces.

R. Energy devices based on renewable resources: (State Statute 163.04).

1. A homeowner may install energy devices based on renewable resources.
2. Plans for the energy device(s) must be submitted in advance to the ARB. The ARB may make reasonable requests to modify the design to achieve architectural consistency with surrounding

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structures and surfaces

3. Solar collectors shall be installed on the roof within an orientation to the south or within 45 degrees east or west of due south if such determination does not impair the effective operation of the solar collectors. Such devices must be as far to the rear of the residence as possible.
4. Roof vents, solar collectors, solar tubes and sky lights are permitted. Vents and tubes are not to exceed (twelve 12") inches in height above the roof." Fire place chimneys must meet current Federal, State and local codes.

S. Garbage and Recycle Containers

1. Trash collection and disposal procedures established by contractor and the Association shall be observed. No outside burning of trash or garbage is permitted. No containers, supplies or other similar article shall be maintained on any home so as to be visible from outside the home or parcel. Each owner shall be responsible for properly depositing his or her garbage and trash in containers sufficient for pick-up by the appropriate collection agency - rubber or plastic containers only.
2. No garbage shall be left at the curb in plastic bags.
3. Containers shall not be placed outside the home for pick-up earlier than **6:00 p.m.** on the day preceding the pick-up. Empty containers should be removed no later than **8:00 p.m.** on the day of pick-up.

T. Holiday and Decorative Lighting

1. Holiday lighting and decorations shall be permitted commencing on Thanksgiving and shall be removed by January 15th of the following year.
2. An owner shall be permitted to place holiday lighting and decorations on and within the shrubs located in the front yard of the lot. The ARB may require the removal of any lighting that creates a nuisance (e.g., unacceptable spillover to adjacent Home).
3. Except for seasonal holiday lights, all exterior lighting shall require the approval of the ARB as set forth in this Standard.
4. Specialty Holidays (ex: Easter, July 4th, Halloween, etc.) Lights will be allowed for no more than 10 days during the holiday.

U. Garage Sales

No yard sales or neighborhood sales shall be permitted on any Lot or any other area unless approved by the Board.