

GLENEAGLES
HOMEOWNERS ASSOCIATION.....
OF OSCEOLA COUNTY

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ARCHITECTURAL REVIEW BOARD
STANDARDS AND GUIDELINES

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OSCEOLA COUNTY
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HANDBOOK FOR HOMEOWNERS

APPROVED BY THE BOARD OF DIRECTORS
JUNE 24, 2010

PURPOSE OF THE HANDBOOK

The purpose of this handbook is to list the design standards and guidelines ("Guidelines") adopted by the Board of Directors (the "Board") to be used by the Architectural Review Board ("ARB") for Gleneagles Homeowners' Association of Osceola County, Inc. (the "Association") in the ARB's review of any and all proposed alterations to the exterior of a home and/or lot within the community. These Guidelines shall supplement and enhance the Declaration of Covenants and Restrictions for Gleneagles, as amended from time to time (the "Declaration").

Additionally, this handbook shall serve to familiarize homeowners with the objectives, scope and application of these Guidelines, which will be used to maintain the aesthetic appearance and environmental quality of the community.

This handbook also explains the application and review process that must be adhered to by homeowners seeking approval for any exterior modifications or changes to their homes or lots that are subject to approval by the Association via its ARB. Homeowners are reminded that approval by the ARB for a proposed change does not remove the need for the appropriate building permits or other documentation.

BASIS FOR AND OBJECTIVES OF PROTECTIVE COVENANTS

The Association's – and the ARB's – authority to review and/or restrict exterior alterations to the lots and/or homes within the community is founded on the Declaration. Specifically, the Declaration imposes use restrictions and establishes the process for requiring and obtaining ARB approval for changes, improvements or alterations to an owner's lot. Legally, these covenants are a part of the deed for each home and are binding upon all initial homeowners and their successors in ownership, irrespective of whether or not these owners are familiar with such covenants.

The promulgation and enforcement of these Guidelines is intended to achieve the following objectives:

- Maintaining consistency in the overall design concept for the community.
- Promoting harmonious architectural and environmental design qualities and features.
- Promoting and enhancing the visual and aesthetic appearance of the community.
- Maintaining a clean, neat, orderly appearance.

The enforcement of these Guidelines not only enhances the physical appearance of a community but also protects and preserves property values. Homeowners who reside in association communities that enforce design covenants are protected from actions of neighbors that can detract from the physical appearance of the community and, in some cases, diminish property values. In fact, surveys of homeowners living in association communities consistently reveal that this was an important consideration in their decision to purchase a home.

ROLE OF THE ARCHITECTURAL REVIEW BOARD

All homeowners are automatically members of the Association, a not-for-profit corporation that owns and is responsible for the upkeep and maintenance of all common properties within the community as well as the administration and enforcement of all covenants and restrictions, including those related to exterior alterations.

The Declaration provides the scope and authority of the ARB, and provides that the members of the ARB are appointed by the Board. The ARB is responsible for enforcing these Guidelines for new home construction, exterior modifications to homes and improvements to lots as proposed by lot owners. The ARB will review and approve (or disapprove) applications submitted by lot owners for new home construction and exterior additions, alterations or modifications to a home or lot using these Guidelines.

As part of its responsibilities, the ARB will make recommendations to the Board with respect to the modification of these Guidelines initially approved by the Board. The Board will also be responsible for reviewing possible violations of these Guidelines and enforcing the Association's remedies related thereto.

ALTERATIONS REQUIRING REVIEW AND APPROVAL BY THE ARB

Any changes, permanent or temporary, to the exterior appearance of a building or lot are subject to review and require prior written approval by the ARB. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio; it includes such minor items as changes in color and materials. Approval is also required when an existing item is to be removed.

All changes/modifications/additions/removals require prior written authorization unless otherwise specifically and expressly noted herein.

If there is any doubt as to whether or not a proposed exterior change is exempt from design review, and approval, homeowners should first seek written clarification from the ARB before proceeding with the improvement.

APPLICATION AND REVIEW PROCEDURES

Application and review procedures that will be used by the ARB are detailed below. No ARB permission will be given under any circumstances for any alterations to and/or changes on any Lot / residence to any individual renter or Management Company unless they hold legal power of attorney to act on behalf of the Owner.

1. **Applications.** All applications for proposed improvements must be submitted in writing using the application forms authorized by the ARB. A copy of these forms is included as an exhibit to this handbook. Applications must be complete in order to commence the review process. Incomplete applications will be returned to the applicant with a statement of deficiencies that must be remedied in order to be considered for review and the timeline within which the ARB must respond to such incomplete application shall be tolled accordingly.
2. **Supporting Documentation.** The application must include a complete and accurate description of the proposed improvement(s). To permit evaluation by the ARB, supporting exhibits will frequently be required. Examples include: a site plan showing the location and dimensions of the proposed improvement; architectural drawings or plans, as applicable; landscape plan; material and/or color samples, etc. The Guidelines and application forms provide guidance with respect to the supporting documentation required for various types of improvements.
3. **Time Frame for Completion of the Review.** The ARB is required to approve or disapprove any proposed improvement within thirty (30) calendar days after the receipt of a properly completed application. However, the thirty (30) calendar day review period will only commence upon the ARB's receipt of a complete application form, including any required exhibits. It is therefore advisable for homeowners contemplating substantial improvements to first ensure that they are aware of all required supporting documentation prior to submitting a design review application.
4. **Notice of Approval/Disapproval.** Homeowners who have submitted design review applications will be given written notice of the decision of the ARB.

DESIGN GUIDELINES

The specific Guidelines detailed below supplement those stated in the Declaration and have been adopted by the Board of Directors.

Please note: These Guidelines will not cover every situation. If you wish to make a permanent or significant visual modification to your property that is NOT explicitly covered in these Guidelines, you still must submit an application to the ARB. Please follow the application procedures and note on your application that your request is a special circumstance.

(a) Detached structures:

No tool shed, storage room, dog kennel or any other detached structure may be constructed, erected, placed or maintained on a lot.

(b) Building Quality and Materials:

The ARB shall have final approval of exterior building materials for all existing residences.

- The only approved finish is painted stucco and siding in accordance with the as-built original construction of the residence.
- Exposed concrete block shall not be permitted on the exterior of any residence.
- Use of imitation stone, imitation brick, plywood, Masonite or vinyl clad siding for the exterior of residences is prohibited.

(c) Exterior Trim and Color Plan.

- All exterior painting and/or repainting must be approved by the ARB prior to such painting and/or repainting, whether the paint color to be used will be the as-built color / color combination or a change to a new color / color combination
- All exterior painting must use the standard paint palate; no other paint color(s) or color combination(s) outside of the standard paint palate are permitted.
- The current approved standard paint palate can be obtained from the ARB or Sutherland Management.
- Adjacent houses (those whose lots touch or would touch except for the presence of a street or roadway) cannot be the same color / color combination
- Paint used on the base and/or trim shall be flat or satin finish; glossy paint is not allowed.
- Each Owner shall submit to the ARB an Owner's Application showing a proposed color scheme for the color of the exterior walls, shutters and trim of such residence.
- The ARB shall have final approval of exterior color plans for all residences
- No Owner shall install any additional shutters, awnings, exterior trim or exterior ornamentation or decorations without prior ARB approval.

(d) Roofs:

Flat roofs shall not be permitted on the main body of any residence. The composition of all pitched roofs shall be architectural grade fiberglass shingles (standard 3 tab shingles are prohibited). No change in color from the original as-built color shall be permitted.

(e) Garages, Driveways and Paths:

All garage doors must be maintained in a usable condition and remain in the closed position except when entering, exiting or otherwise actively using the garage. Garages shall not be converted to finished space for use as an apartment, an integral part of the home's living area, or for purposes other than parking vehicles and ancillary storage without prior ARB approval.

Criteria for an alternative garage use that the ARB will consider in reviewing an application therefor includes, but is not limited to, the following:

- The primary use of the garage shall be to store vehicles. Before approving any alternative use, the Owner must demonstrate to the ARB that the property has adequate approved space to store all vehicles owned/used by the Owner's household without parking all or part of any vehicle on the grass, street or on common areas now or in the future. Approved space is the garage and/or paved driveway only.
- All alternative garage uses must be in accordance with the requirements of Osceola County and the design must meet all building codes applicable to residence construction.
- Alternative garage use shall not interfere with storage of the Owner's vehicle(s).
- Approval of Osceola County and/or compliance with applicable building codes does not equate to ARB approval, and an ARB application must be submitted.
- Parking vehicles on the street or on common areas shall be cause for the ARB to rescind approval of alternative use for a garage.

Driveway and Path treatments must have ARB approval before any change to original as-built construction concrete. Only stone, brick, concrete or similar durable construction material should be used. Driveways shall not be painted. Driveways, paths and sidewalks must be regularly maintained to be free of mould, mildew and stains.

(e) Swimming Pools:

- All pools must be maintained in a usable condition.
- Pool screening must be regularly maintained in a usable condition. Pool screening shall not be visible from the street in front of the residence. Pool screens existing as of the date of this document are considered to be ARB approved until such time as at least 2/3 of such pool screen requires replacement within a 12-month period

- Any pool alterations and repairs shall be of material thoroughly tested and accepted by the industry for such construction.
- No above ground pools shall be permitted.
- Free standing Hot tubs and spas must be approved by the ARB before installation on a pool deck.

(f) Fencing, Walls and Hedges:

No wall, fence or hedge shall be erected, placed, altered, maintained or permitted to remain on any Lot unless and until the height, type of materials and location thereof have been approved in writing by the ARB. The sole acceptable fence materials are PVC and Cedar only (unless such fence is erected on a lot adjacent to the Country Club property and the additional restrictions set forth in Article VI(4)(h) of the Declaration apply). All fencing must allow for the passage of wind through it and no solid fence will be permitted. No chain link fencing will be permitted on any Lot. The ARB shall not approve any hedge or fence which does not meet the provisions of the already approved Covenants. No hedge shall be approved that is poisonous, toxic, an irritant, or of hallucinogenic nature.

(g) Air Conditioning Units:

No window air conditioning units shall be permitted in any residence. Any and all air conditioning and heating units shall be central type equipment and, where physically possible, shall be screened so that it is not visible from any street or adjacent lot.

(h) Jalousie Windows:

Jalousie or similar windows shall not be permitted in any residence.

(i) Mailboxes:

No mailboxes, paper boxes or other receptacles of any kind for use in the delivery of mail, newspapers, magazines or similar materials shall be installed on a Lot.

(j) Landscaping:

No changes shall be made to the landscape of any Lot, including but not limited to the addition of lawn ornaments, walls, curbs, fences and plant beds, until such changes have received the prior written approval of the ARB. The use of standard plant material (such as that available at local home improvement centers) and/or the use of native Florida plant material intended for landscape use may be added to any bed or replace the material in any bed established by the original builder or previously approved by the ARB. The use of any other plant material requires prior ARB approval. Placement of shrubs and trees outside approved plant beds on each lot shall be in accordance with written approval from the ARB. All yard areas are to be sodded with mats or palates using St. Augustine grass. No seeding will be permitted. Sprigging (plugs) can be used to fill in small dead areas in already established and otherwise well maintained grassed areas.

(k) Lawn Ornaments and other decorations:

A lawn ornament shall be defined as an item (statue, fountain, water feature, sculpture, any free-standing decoration etc.) that is at least twelve inches (12") in height and/or which occupies an area in excess of one (1) square foot. A garden ornament shall be defined as any decorative item less than 12 inches in height and which occupies an area less than 1 sq. ft.

- No lawn ornament shall exceed 4 feet in height from the ground nor occupy an area of more than 16 sq. ft.
- The number of lawn ornaments visible on any lot shall not exceed 5.
- Lawn ornaments shall be intended for that purpose and of 'standard design' like those available at home improvement center or department store.
- Lawn ornaments using water must have ARB approval.
- Garden ornaments do not require ARB approval, must be used in flower beds or similar planted areas and must be integrated with the décor of the bed.
- A maximum of 10 garden ornaments shall be permitted on any lot.
- Decorative flags may be flown consistent with Florida law. They shall not exceed 10 sq. ft. in area. They shall be of the type found in home improvement centers and/or department stores.
- No wall murals shall be permitted on any home.
- Wall decorations shall not be permitted on any home except under covered porch areas at the front of the property and on the rear of the property.
- Basketball nets, children's play area sets (such as swings and slides) and trampolines are not permitted.

- Permanently affixed washing lines, or temporary rotary clothes dryers and similar drying devices are not permitted.
- Children's toys should be stored out of the view of the street or adjoining lots

(l) Exterior Lighting:

All exterior lighting that is attached to a power supply and run from the main electric supply must be approved by the ARB prior to installation. Mini solar lights, such as the type found in home improvement centers and/or department stores do not need ARB permission. They must, however, be installed in flower beds or similar planted areas and must be integrated with the décor of the bed. The ARB shall review all exterior lighting plans in order to assure that said lighting does not unreasonably interfere with the use or enjoyment of other Lots. The ARB may require spotlights and/or other high-intensity illumination to be controlled by timers and/or motion detectors and restrict the hours of illumination.

Although ARB approval is not generally needed for placement of holiday decorations and lighting, the ARB may require an Owner to modify or eliminate such decorations or lighting if they become a nuisance, interfere with a neighbor's enjoyment of his/her property, are displayed more than three weeks prior to the date of the holiday, remain for more than two weeks after the end of the holiday season being celebrated, or if such decorations or lighting give the property a cluttered or unkempt appearance.

(m) Maintenance of Lots:

It is the obligation of all Owners to maintain their Lots, and all improvements thereon, in good and clean condition and repair.

- No trash or junk shall be allowed to remain on any Lot.
- All grass and other landscaping shall be properly maintained
- The exterior of all buildings shall be properly painted and maintained.
- No lot shall be permitted to become a nuisance or an eyesore.
- All bicycles, children's toys, etc. should be stored out of the view of the street or adjoining lots.
- No regular maintenance or cleaning of vehicles on driveways is permitted other than in an extreme emergency situation.
- All applicable provisions of these Guidelines shall be adhered to by the Owner.

(n) Hurricane Shutters:

- Temporary hurricane protection, (hardboard over windows, metal shuttering, duct tape, etc.) must be removed as soon as a hurricane has passed over and the threat of any further hurricanes or extreme weather conditions have been discounted.
- The installation of permanent hurricane protection shutters must be in accordance with the requirements of Osceola County and the design must meet all building codes. In addition the Owner shall seek and obtain ARB approval prior to installation of any permanent hurricane protection shutters.
- For residences that are not permanently occupied, approved permanent hurricane protection shutters may remain closed at the rear of the property, out of sight of the street all year round. Approved permanent hurricane protection shutters may only be closed at the front of the residence during hurricane season, deemed to be from the beginning of June to the end of November. Non-resident Owners must make arrangements to have the permanent hurricane shutters at the front of the residence open during the months of December through the end of May. In exceptional weather circumstances this rule can be relaxed.
- Hurricane shutters are not deemed to be a permanent security measure under any circumstances and Owners must use the normal methods of security such as burglar alarms to protect their residences. Security bars are not permitted on any window or door.

(o) Irrigation:

- The Owner must comply with all watering restrictions of Remington and Osceola County.
- All connections and piping of the irrigation system shall be underground and maintained in good order at all times.

(p) Consideration of abutting lots:

In addition to any provision of these Guidelines, if the ARB considers that a requested modification could prejudice the rights of the owner(s) of any abutting lot(s) or prevent such owner(s) from enjoying his/her property, the ARB shall notify the owner(s) of such abutting lot(s) of the proposed ARB application and solicit comments therefrom.

Lack of a favorable response and/or acceptance from any owner of any abutting lot(s) may be considered by the ARB in deciding whether an application is approved or denied.

(q) Consideration of neighbors:

- Owners must show consideration towards their neighbors at all times.
- Owners wishing to hold an occasional party or gathering must ensure that all music is switched off outside the property by 10.00 p.m. on weeknights and 12.00 a.m. (midnight) at weekends.
- Music and outside noise must be within the limits as stated by Florida Law and must not be of such volume as to disturb the neighbors.

(r) Owner's Responsibility:

The Owner shall be responsible for all infractions of these Guidelines whether the infraction is committed by the Owner, a guest, a renter, a relative, a contractor, or any other person making any exterior modifications to a Lot without ARB approval.

Any Owner that has a tenant residing in such owner's residence shall provide each such tenant with a copy of the Declaration, these Guidelines and any other rules promulgated by the Association from time to time. Further, such Owner shall obtain from each tenant a signed, written acknowledgement of receipt of the Declaration, these Guidelines and/or any other rules the Association has promulgated and an agreement to abide thereby. Such acknowledgement shall be provided to the Association prior to the tenant occupying the residence. The agreement of a tenant to comply with the Declaration, these Guidelines and/or any other rules promulgated by the Association shall not release an owner of such owner's obligation to comply with, and ensure his/her tenant's compliance with, such documents

(s) Remedies:

- The following remedies may be exercised by the ARB at the direction of the Board for violations of or non-conformity to these Guidelines.
- If any Lot is not maintained in good and clean condition and repair (including but not limited to exterior painting and repair, landscaping, and conformity to ARB approval / guidelines), the ARB may give the Owner of said Lot written notice of his/her failure to meet these requirements. If appropriate repair or maintenance is not performed by such Owner within fifteen (15) days after the giving of such notice, (or sooner if the violation affects health or safety), then the ARB shall have the power to enter upon each such Lot, make the necessary repairs and levy a special assessment against the lot to cover the costs incurred.
- If trash is spilled on a Lot, the Owner is responsible for cleanup. If cleanup is not completed within 4 hours after the spill is reported to the ARB and/or the Board, the ARB shall have the power to enter upon each such Lot, perform the necessary cleanup and levy a special assessment against the lot to cover the costs incurred.

Owners shall be personally liable for the payment of such special assessments described above and the amount thereof shall be a lien against such Owner's Lot, and the Association will be entitled to pursue collection of such special assessment in accordance with Article V of the Declaration.

(t) Subsequent Modifications or changes:

These Guidelines may be amended by the Board upon the recommendation of the ARB, so long as said changes do not materially alter the character, nature or general scheme of the Property or prejudice the rights of any existing Owner.

The following item will be available from the ARB or Sutherland Management as approved ARB Guidelines by the Board of Directors at the meeting held on June 24, 2010

1. Current approved paint palate.

CORPORATE RESOLUTION

The undersigned, being all of the members of the Board of Directors of GLEANEAGLES HOMEOWNERS ASSOCIATION OF OSCEOLA COUNTY, INC., a Florida non profit corporation ("Association"), hereby state that, after a duly noticed Special Meeting of the Board of Directors on June 24, 2010, at which a quorum was present, a majority of the Board of Directors for the Association duly and properly adopted the following Resolution, pursuant to all requirements of the Bylaws and Chapters 720 and 617, Florida Statutes:

WHEREAS, pursuant to Article VI of the Declaration of Covenants and Restrictions for Gleneagles, as amended from time to time (the "Declaration"), owners shall obtain the review and approval of the Architectural Review Board ("ARB") for any and all proposed alterations to the exterior of a lot and/or the improvements thereon or any other alteration to a lot that would be visible from the street or another lot within the community; and

WHEREAS, in connection therewith, the Association may adopt certain design guidelines to further define the ARB application and review process, as well as provide additional criteria and specifications of permitted materials, colors, design and the like; and


WHEREAS, as a result, the Board has carefully considered and adopted certain architectural design guidelines.

BE IT RESOLVED, that the Association hereby adopts those certain Architectural Review Board Standards and Guidelines, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A".

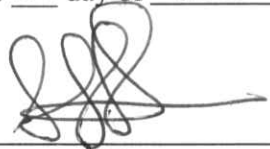
That no further action is required by the Association to effectuate the purposes stated in this Resolution at this time.

That the foregoing Resolution is in conformity with the Association's ByLaws and Chapters 720 and 617, Florida Statutes, and the said Resolution is in full force and effect and has not been rescinded or modified.

IN WITNESS WHEREOF, I have affixed my name this 24 day of JUNE, 2010.



Print Name: E. ASKEW.



By: STUART ASKEW
As Its: Director



Print Name: DIANE BATEY

GLENEAGLES HOMEOWNERS ASSOCIATION OF OSCEOLA COUNTY

PARKING RULES

HANDBOOK FOR HOMEOWNERS

APPROVED BY THE BOARD OF DIRECTORS
JUNE 24, 2010

Pursuant to the Declaration of Covenants and Restrictions for Gleneagles, as amended from time to time, (the "Declaration") and that certain Use Agreement Between Gleneagles Homeowners Association of Osceola County, Inc. and Remington Community Development District (the "Agreement"), parking on the streets and/or any rights-of-way within the community of Gleneagles is prohibited. Attached hereto as Exhibit "A" is a copy of additional restrictions imposed by the Agreement.

In accordance with its authority under the Declaration, the Association has adopted a resolution for the parking restrictions under the Agreement (as set forth in Exhibit "A" hereto) to be applied to all common areas, utility easement areas, and/or any right-of-way not already referenced in the Agreement.

Additional Parking Restrictions.

- Commercial vehicles, trailers or vehicles displaying company signage are not permitted on a lot. If the signage cannot be removed the vehicle MUST be parked in the garage.
- If a vehicle's contents can be seen from the street, the contents must be removed from the vehicle and stored in a manner as to not be visible from the street or any adjacent lot. This restriction applies to all tools and work equipment, (such as ladders, brushes, buckets of paint, swimming pool maintenance equipment and the like).
- RV's (Recreational Vehicles), watercraft and/or other leisure type vehicles are not permitted on a lot.
- No vehicles may be parked on any portion of a Lot other than in the driveway or in the garage

Remedies.

The Association or the Remington Community Development District ("CDD"), as applicable depending on the location of the improperly parked vehicle, shall have the right to cause repeat offenders of these parking rules or the Agreement, as applicable, to be towed for repeat violations.

- A "repeat offender" shall mean and refer to any vehicle owner that breaches the parking rules and/or Agreement after a warning notice has been previously posted on such person's vehicle for a prior breach (whether the same breach or a different breach of these parking rules and/or the Agreement).
- A "repeat violation" shall mean and refer to the parking of any vehicle that breaches these parking rules and/or Agreement after a warning notice has been previously posted on the same vehicle for any prior breach hereof (whether the same breach or a different breach of these parking rules and/or the Agreement).

Additionally, the Association shall have all rights and remedies available to it under the Declaration for any violation of the restrictions set forth therein.

Anyone with overnight guests must call Governmental Management Services (GMS) Phone: 407-841-5524 and give the address where the guest is staying along with the make, model of the car and license number so the CDD's agent can act accordingly.

The CDD is cognizant of the parking limitations within the community and has established policies that it believes are in the best interest of the community at large. Further, the Declaration – with which every owner agreed to comply upon purchasing a home in the community – contains parking restrictions similar to those under the Agreement.

CORPORATE RESOLUTION

The undersigned, being all of the members of the Board of Directors of GLEANEAGLES HOMEOWNERS ASSOCIATION OF OSCEOLA COUNTY, INC., a Florida non profit corporation ("Association"), hereby state that, after a duly noticed Special Meeting of the Board of Directors on June 24, 2010, at which a quorum was present, a majority of the Board of Directors for the Association duly and properly adopted the following Resolution, pursuant to all requirements of the Bylaws and Chapters 720 and 617, Florida Statutes:

WHEREAS, pursuant to Article VII, Section 16 of the Declaration of Covenants and Restrictions for Gleneagles, as amended from time to time (the "Declaration"), the Association has the authority to regulate the parking of motor vehicles within the community of Gleneagles; and

WHEREAS, pursuant to that certain Use Agreement Between Gleneagles Homeowners Association of Osceola County, Inc. and Remington Community Development District (the "Agreement"), the Remington Community Development District ("CDD") has prohibited on street parking throughout the community of Gleneagles, with certain limited exceptions; and

WHEREAS, the Board reasonably believes it to be in the best interests of the Association to expand the application of the parking restrictions established in the Agreement so that they are applied to restrict parking on common areas, utility easements and all other rights-of-way not referenced in the Agreement.

BE IT RESOLVED, that the Association hereby adopts those certain Parking Rules, a true and correct copy of which is attached hereto and incorporated herein by reference as Exhibit "A".

That no further action is required by the Association to effectuate the purposes stated in this Resolution at this time.

That the foregoing Resolution is in conformity with the Association's ByLaws and Chapters 720 and 617, Florida Statutes, and the said Resolution is in full force and effect and has not been rescinded or modified.

IN WITNESS WHEREOF, I have affixed my name this 24 day of JUNE, 2010.


Print Name: ELAINE ASKEW


By: STUART ASKEW
As Its: Director


Print Name: DIANE BATEY