

Windemere Homeowners Association, Inc.

Community Standards and Policies

Passed by Board of Directors at Special Meeting April 18, 2024,
this document replaces all prior community standards and rules documents.

ARCHITECTURAL CONTROL & ENFORCEMENT OF COMMUNITY STANDARDS:

All changes or modifications to the exterior of your dwelling, pool enclosure, mailbox, walkways, driveways, and landscaping require review and approval by the *Architectural Control Committee* prior to commencing work. Architectural Change Forms are available from the Property Management Company or via the neighborhood webpage: <http://www.windemere34685.com>.

Policies / Procedures:

1. The Board shall endeavor to enforce Community Standards in a consistent and equitable manner.
2. The Board's agent shall conduct reviews of properties on a regular basis.
3. The Board's agent shall maintain accurate records of all property reviews.
4. All recommended enforcement actions shall be reviewed and approved by the Board of Directors before the agent takes action.
5. All enforcement action will be in writing in order to create an adequate audit trail.
6. All communication between homeowners and the Board's agent shall be documented by the agent to ensure an adequate audit trail.
7. Violation Process: A series of 3 letters will be sent giving notice of violation with a noted period of time for compliance. The letters will be sent after the monthly community visit by the property management company. After the third notification of a same violation in three consecutive months*, the *Windemere Violation Committee* will consider the severity of the violation and the impact of the violation on other community members, including the potential that the violation would create a safety hazard or create a situation where property values may be negatively impacted. The *Violation Committee* will make a decision regarding the use of the attorney for continued notifications, or whether the agent should continue standard notifications. Decisions to utilize attorney notifications for the violation may begin a process leading to arbitration/court. *Vehicle violations will be recorded and three violations in any rolling twelve-month period will trigger consideration of the *Violation Committee* for attorney letter.
8. Grandfather Clause: Formal notification to a homeowner that a violation is “grandfathered” allows the current homeowner to keep the condition (condition otherwise in violation) until such time he/she chooses to list the home for sale, or the condition becomes such that it needs replacing, at which time the condition must be brought into compliance. Example: the homeowners with fencing along a pond (under current rules, this should not exist) will be allowed to keep the fencing until such a time the home goes up for sale or the condition of the fencing becomes such that it needs replacing. The “violation” must then be brought into compliance. Any property granted the Grandfather Clause for a “violation” will be listed in a document titled “Windemere – Grandfather Decisions”, which will be accessible by the Board and reinforced by the Property Management company at the time the property is facing a sale.

STANDARDS:

Architectural Review:

Required for ALL exterior alterations, front, side and back of house and yard. The form can be found online at <http://www.windemere34685.com>.

Dwelling:

- a. All painted surfaces to be free of mildew.
- b. All painted surfaces, including painted tile roofs, to be free from chipped, cracked, peeling, and/or faded paint.
- c. All roofs to be mildew and stain free.
- d. All wood trim to be free of rot or insect damage.
- e. All windows to be in good repair.
- f. Pool enclosures to be mildew free with screens in good repair.
- g. Front Doors – See approved paint pallet with front door colors on the Sentry Windemere website.
- h. Garage Doors – Manufactured wood-like garage doors and approved colors from the garage door pallet are allowed.
- i. Paint – See approved paint color pallet on the Sentry Windemere website.
- j. Roof – Architectural Request must be submitted for approval.
- k. Flags: The only flags permitted are the American Flag, a US state flag, sports teams, or those of our military branches, or first responders. Yard signs (including Political campaign signs) and garden/seasonal flags are permitted as long as they do not contain any obscenities, or lewd images.

Fences:

- a. All wooden fences to be free of moss, mildew, and water marks. ii. All wooden fences to be stained or sealed at regular intervals.
- b. All wooden fences to be free of rot, insect damage or yard equipment damage.
- c. All wooden fences at the end of their service life have to be removed or replaced following Architectural Control Committee approval.
- d. All PVC fences to be free of mildew and water stains.
- e. All fences to be plumb and level.
- f. All fences must conform to Fence Standards as adopted 02.5.00 (attached)
- g. No fences permitted on Ponds where the placement of the fence will be viewable from rear-side neighbors or impede the ability of wildlife to access water.

Driveways, Walkways and Sidewalks:

- a. All driveways and walkways to be free of mildew.
- b. All sidewalks bordering homeowner property to be reasonably free of mildew. and objects or obstacles, allowing pedestrian traffic.
- c. All driveways, walkways, and sidewalks to be reasonably free of grass clippings and leaves.
- d. All driveway, walkway, and sidewalk cracks to be free of weeds or grass.
- e. All driveways to be free of automotive oil or other stains.
- f. All concrete or masonry on driveways and walkways needs to be in good repair.

- g. All painted or stained concrete on driveways and walkways to be free from chipped, cracked, peeling and/or faded paint or stain.
- h. At the time of replacement, any standard 2 car driveway, approximately 16 feet wide, may add up to 24 inches to each side, resulting in a driveway of no more than 20 feet wide. The driveway must be concrete or pavers. A permit issued by Pinellas County must be obtained and submitted with the Architectural request. Upon completion, sidewalks, aprons, and curbs must be in new condition, and the homeowner accepts the liability for the project.
- i. No overnight parking in the streets is allowed. No parking on the lawn or overnight parking in the streets is allowed. RVs, boats, trailers are permitted to park in the property driveway for purposes of maintenance, preparation, packing, or unpacking for no more than 2 consecutive overnights or 3 consecutive days. Any need to extend this period of time should be submitted via Architectural Request at least one week in advance.

Landscaping:

- a. All grass to be St. Augustine or Floratam varieties.
- b. All grass to be in healthy, weed-free condition.
- c. All grass around walkways, driveways, and landscape beds to be edged on the same schedule that the grass is mowed.
- d. All diseased grass to be removed and area plugged or re-sodded, plugs to be installed at not more than 12" spacing.
- e. Trees, shrubs and hedges to be trimmed and disease free.
- f. Branches and palm fronds to be trimmed to 7' above sidewalks and walkways.
- g. Branches and palm fronds to be trimmed to 12' above roadway as mandated by East Lake Fire Department.
- h. Dead plant materials are to be removed and replaced.
- i. All stumps to be removed and remaining depressions leveled and appropriately covered with grass or mulch (if it resided in garden bed.) All installed edging to be level and in good repair. No landscaping is permitted in the Common Area between the sidewalk and street, with the exception of ornamental plants near mailboxes.
- j. Decorative pottery or plant pots are not permitted on easements between sidewalks and roads.
- k. Outdoor Furnishings - No lounge furniture that is used for seating (chair, lounge chair, bench, etc.) or tables or tents/canopies are permitted to be placed in any front yard or patio as a permanent state, unless said yard or patio area is behind the roof line of the home. The use of chairs, tables, or canopies (no larger than 20x20) are permitted in the front yard or driveway of a property for use for a single day in cases of events like private parties, garage sales, home repair, etc.). Said furniture is required to be broken down and stored by midnight on such days.

Mailboxes:

- a. All mailboxes and posts to be free of moss, mildew, and water marks.
- b. All wooden mailbox posts to be free of rot, insect damage, or yard equipment damage.
- c. All mailboxes to be replaced or repaired if dented, rusted or otherwise damaged.

Other:

- a. No exterior storage is permitted. This includes, but is not limited to, storage sheds, cupboards or other storage receptacles, ladders, wheelbarrows, yard maintenance equipment, bicycles, hockey nets, children's toys, etc.

- b. Garbage should be in garage or behind approved fence, or some other place where they cannot be seen. Garbage may be put out for pick up the night prior to garbage pick-up day and should be restored before nightfall the day of pickup.
- c. Yard debris to be bundled or bagged according to contractor standards and reasonably obscured from view until day of scheduled pick-up (i.e., placed to side of dwelling).
- d. All seasonal decorations are to be removed not more than 4 weeks after the commonly regarded end of the season. This includes, but is not limited to, the removal of Christmas lights by February 6th.
- e. All house numbers are to be placed prominently visible from street on home or mailbox.
- f. Pet droppings are to be picked up after dogs/pets immediately.
- g. Toys/Sporting Equipment: Only basketball hoops are permitted to be stored in view when not in use. All other toys, and/or equipment must be stored inside.
- h. Wildlife – It is unlawful to feed the wildlife.

The Board of Directors of the Windemere Homeowners Association, Inc. reserves
the right to amend these standards.

WINDEMERE HOMEOWNERS ASSOCIATION, INC.

FENCES

Article VII; section 4 of the Windemere Homeowner Declarations states:

"No fences other than those initially installed by the Declarant and no walls or hedges shall be permitted anywhere within the Properties except as approved in writing by the board, which approval may be arbitrarily withheld".

FENCE STANDARDS

Fence Installation, reconstruction or repairs must meet these standards. Any nonconforming fences shall meet these standards.

Permitted fencing	White / off-white / tan vinyl, PVC, aluminum, wood.
Style	PVC fencing Northern with Eastern Top by U.S. Fence or equal. Wood fencing must be of high quality, and 'shadowbox' or 'board-on-board' style.
Height	Maximum height 6ft. Any view facing the street must be 6ft. Along the rear and sides of the home 4ft or 6ft height is allowed. Height transitions must be of a uniform sweep through one section of fence.
Location	Setback at least 10 feet from front of house and behind F.P.C. meter. The setback must be the same as the adjacent home. Fences cannot be placed on side yard drainage easements. Fences cannot be constructed inside platted conservation easements (even if on your property). Fences cannot be constructed inside drainage easements on your lot adjacent to any lake. Fences cannot be constructed across the "rear aspect" of any "pond" lot. On these lots the fencing must end at the rear edge of the home.
Connections	Applicant must get written approval of owner of an existing fence prior to making a connection to their fence.
Preserve fence	County approval must be obtained by the homeowner if disturbing or removing county installed fencing.
Maintenance	Fencing is to be maintained by the homeowner to maximize service life and keep it in a safe condition. Fencing must be maintained in a visually appealing condition as determined by the Board of Directors or their authorized representative and in accordance with adopted Community Standards and Policies.
Staining	The color of the staining of wood fencing must have Architectural Control Committee and Board approval.