

Prepared By and Return To:

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MARYANNE MORSE, CLERK OF CIRCUIT COURT
SEMINOLE COUNTY
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**REVISION TO THE ARB PLANNING CRITERIA
ARCHITECTURAL STANDARDS & GUIDELINES
FOR BRANTLEY PLACE**

WITNESSETH:

WHEREAS, the DEVELOPER executed and recorded that certain Declaration of Protective Covenants and Restrictions of Brantley Place, dated August 15, 1996, and recorded in Official Records Book 3167, Pages 0006-0044, Public Records of Seminole County, Florida on December 5, 1996 (the "Declaration"); and

WHEREAS, the ASSOCIATION is desirous of amending the Architectural Review Board Planning Criteria – Architectural Standards & Guidelines under the provisions of the Declaration pursuant to the Article VI, Section 2 of the Declaration.

EXHIBIT "A"
AMENDED JANUARY 17, 2011
BRANTLEY PLACE ARB PLANNING CRITERIA
ARCHITECTURAL STANDARDS & GUIDELINES
Pages 1-25

IN WITNESS WHEREOF, BRANTLEY PLACE HOMEOWNERS ASSOCIATION has caused this instrument to be executed as of the day and year first above written.

Signed, sealed and delivered
in the presence of:

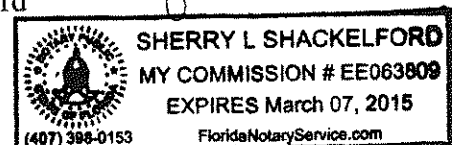
**BRANTLEY PLACE
HOMEOWNERS ASSOCIATION, INC.**
a Florida corporation

JoAnne Scheckel
JoAnne Scheckel
**STATE OF FLORIDA
COUNTY OF SEMINOLE**

By: Lisa Kamer
Lisa Kamer, Secretary

The foregoing instrument was acknowledged before me this 21st day of March, 2011, by Lisa Kamer, Secretary of **BRANTLEY PLACE HOMEOWNERS ASSOCIATION, INC.**, a Florida corporation. She is personally known to me and who did take an oath.

Sherry L. Shackelford
Sherry L. Shackelford
Notary Public



AMENDED – JANUARY, 2011 – EXHIBIT “A”

BRANTLEY PLACE ARB PLANNING CRITERIA ARCHITECTURAL STANDARDS & GUIDELINES

Architectural Standards & Guidelines Index:

General Information:

Standards & Guidelines:

I. GENERAL INFORMATION

A. POLICY

The recorded “Declaration of Protective Covenants and Restrictions” (“Governing Documents”) of the Brantley Place Homeowners Association established the basic authority for maintaining the quality of design in Brantley Place. In addition, the Governing Documents also established guidelines and administrative procedures for architectural standards and review for Association members. Since the recorded Declaration is part of each owner’s chain of title and since the law implies each owner’s agreement to abide by these “Governing Documents” by the acceptance and recording of the deed to the owner’s property within Brantley Place, all residents and property owners are therefore subject to the provisions of the Architectural Standards and Guidelines stated in this document as set forth in Article VI, sections 2 and 3 in the “Declaration of Protective Covenants and Restrictions”. The Governing Documents also permit the Architectural Review Board to adopt and record additional architectural standards that are not inconsistent with the Declaration and other Governing Documents, subject to the confirmation of the Board of Directors.

B. OBJECTIVES

The intent of the Governing Documents is to assure residents that consistency and harmony in the standards of design appearance and quality within the community will be maintained. This, in turn, protects property values and enhances the community’s overall living environment. This document, the Brantley Place ARB Planning Criteria, Architectural Standards and Guidelines (hereafter “the guidelines”), serves as a guide to aid members of the Architectural Review Board (ARB) and residents in maintaining and enhancing Brantley Place’s designed living environment in accordance with the Governing Documents. The guidelines described in this document address improvements for which homeowners most commonly submit applications to the ARB. They are not intended to be as all-inclusive as is possible with the exercise of reasonable foresight, and to the extent that a type of improvement is addressed herein, these guidelines serve as a guide to what may be done. The specific objectives of this document are to:

1. Increase residents' awareness and understanding of the Covenants.
2. Describe the procedures involved with obtaining architectural approval established by the Covenants and the ARB.
3. Illustrate design principles, which will aid residents in developing exterior improvements that are in harmony with the immediate neighborhood and the community as a whole.
4. Assist residents in preparing an acceptable application to the ARB along with the required supporting documents.
5. Relate proposed exterior improvements to the common plan of development of the community.
6. Provide uniform guidelines to be used by the ARB in reviewing applications in accordance with the goals set forth in the Governing Documents and these guidelines as from time to time established by the Brantley Place Board of Directors.
7. Enhance the preservation and continuation of qualities; which contribute to the overall benefit of the Brantley Place community.

C. FUNCTIONS

1. Brantley Place Homeowners Association.
The role of the Association, of which every lot owner is a member, is not only to own and maintain Open Space, but to enhance the community. The Association accomplishes these functions in a variety of ways, one of which is by ensuring, through the ARB, the retention of harmonious and consistent design (without limiting individuality) and consistent quality of material and workmanship for the community. Surveys of planned communities show that maintenance of a high quality living environment is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.
2. Architectural Review Board (ARB).
The ARB, a permanent Committee of the Association, is established in the Governing Documents, and its authority is contained in therein. The ARB performs its task of ensuring and maintaining a consistent and high aesthetic quality to the exterior appearance of homes and their environs by establishing and monitoring compliance with the architectural review process. The ARB ensures that proposed exterior alterations comply with the objectives set forth in the Covenants and these consistent but more specific guidelines. This involves requiring prior submission and approval of all exterior changes to the lots and improvements thereon and toward this end the ARB engages in the regular, systematic and uniform review of all applications for exterior alterations submitted by residents. It is the responsibility of the ARB to promote congruence of

alterations to individual properties with surrounding improvements and topography and with the guiding principles and restrictions set forth in the Governing Documents.

D. ITEMS REQUIRING ARB APPROVAL

1. Article VI of the Declaration states: "No building, fences, wall or other structure shall be commenced, erected or maintained upon the Property, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Architectural Review Board as hereinafter defined." This includes changes to/replacement of exterior paint finishes, roofing materials, wall surfaces and window units of the primary dwelling, attachments, other buildings, and driveways on the Property.
2. The above article requires that any changes, permanent or temporary, to the exterior appearance of one's Lot and the structures and Improvements thereon require prior written approval of the ARB as well as full compliance with any published guidelines as they may exist from time to time. Please note that the ARB approval requirement is not limited to major alterations, but includes such items as colors or materials, or removal of existing items. Each application is reviewed and approved on an individual but uniform basis.
3. A complete and detailed written scope of work for all exterior alterations and improvements must be submitted and must include all other work being performed in conjunction with such exterior alteration or improvement. For example, when adding a deck, if the air conditioning unit or landscaping is to be removed or relocated, this must be specified.

E. APPLICATION FORM

1. General.
Unless otherwise stated in these guidelines, an application must be submitted for every exterior alteration or improvement desired, using the Brantley Place Association Exterior Alteration Approval application which is available at the management company office. The information provided in the application is required for the ARB to make a decision and must be complete in all circumstances. Incomplete applications will be returned and will be considered denied without prejudice. No project may be commenced prior to issuance of a written approval signed by at least two thirds of the ARB. The approval may state conditions. The owner's agreement to strictly comply with such conditions is a conditions precedent to the approval. This applies to contractors, residents and homeowners alike. The member owning the property affected by the application is responsible for the compliance of his/her contractors and by persons occupying the property. If you have begun a project, which subsequently is disapproved, you will be

responsible for dismantling, and/or taking all actions necessary to restore the property to its original condition at your own expense.

2. Signatures.

The application form must be signed and dated by the applicant. If the applicant is not the Lot Owner, the application must be countersigned by the Lot Owner.

3. Site Plan.

A site plan is a professionally prepared scale drawing of the lot (site), which shows exact dimensions of the property, relative distances of prominent features, adjacent properties if applicable, and the exact location of all proposed improvements on the site described in the application. A site plan is required as part of all applications that involve the addition, relocation or removal of improvements on a Lot to ensure the improvement does not violate association setback guidelines relative to the front, side or rear property lines, and to show that the location won't otherwise disturb or interfere with the use of adjoining lots. Site plans must also include contour lines because the impact of improvements on drainage is a consideration. The site plan must be developed from a plot plan prepared by a licensed Florida surveyor. If you have a mortgage, one was required by your lender when you purchased your home. However, be certain that the survey shows all improvements as they currently exist. It is not acceptable to hand-draw existing or proposed improvements onto an older plot plan. Any site details noted on a property owner's site plan but not completed with the transfer of ownership through purchase of the property, shall not constitute or be interpreted as having ARB approval without full compliance with the outlined provisions.

F. APPLICATION REVIEW PROCEDURES

1. Filing.

Application forms, along with all required supporting documents, can be mailed or hand delivered to the management company or delivered to any member of the ARB or Board of Directors. When received, the application will be date and time-stamped and reviewed for completeness and accuracy. Your application is not accepted until complete. Incomplete applications will be returned to the applicant for further information and shall operate as a denial without prejudice.

2. Review Process

The ARB must act on an application within 30 calendar days after the Association has accepted it. However, in most cases, an application is seen by the ARB within 15 business days. The ARB will review the application and determine whether it meets all standards and guidelines contained in this document and the associated Governing Documents. At least two ARB members' signatures are required for approval or disapproval of an application. Notice of any approval (with or without conditions) or disapprovals of applications shall be sent by the ARB to the applicant by both regular first class and by certified mail. The notice shall be deemed delivered when sent in this fashion to the address for the applicant provided by the applicant or if none, to the address of the member shown in the official records of the Association, or to the property address for applicants who are not members of the association. If two ARB members cannot agree about whether to approve or disapprove the application, it will be held for review by the entire ARB at the next regularly scheduled meeting. Work on the requested improvement cannot commence before written approval is given.

G. APPEALS

The Board of Directors will hear resident appeals to decisions of the ARB. Decisions of the ARB can be appealed if the applicant feels that: proper procedures were not followed during the administrative and review process; the ARB decision was inconsistent with the requirements of the Governing Documents, including these guidelines, was arbitrary or did not have a rational basis; or, that all applicable information was submitted timely but was not considered.

H. APPEAL PROCEDURES

A written request for an appeal which states the individual's position, addressed to the Board of Directors, must be received by The management company no later than five working days (i.e., Monday through Friday, excluding weekends and holidays) from the date the decision made by the ARB and was properly sent to the applicant. A special Board meeting will be noticed and held within twenty calendar days of actual receipt of the notice to appeal by management, at which time all affected residents will be heard. Abutting property owners shall be deemed to be affected by the decision. The Board has the obligation to either sustain or overrule the ARB's decision. The homeowner and any other affected residents may be represented by legal counsel. Residents may provide written testimony or comment or appear in person. Likewise, members of the ARB may provide clarifying comments to the Board at the hearing.

I. ENFORCEMENT PROCEDURES

The Governing Documents require the ARB to ensure that all lots are in compliance with the Association's Architectural Guidelines. In instances where non-compliance is observed or reported, the following enforcement procedures will occur:

1. The violation will be confirmed by a site visit by Management or an ARB member.
2. If the violation is not resolved within fifteen (15) calendar days of the date of the initial violation notice, a second notice will be sent by certified mail requesting compliance.
3. If the violation cannot be resolved by the ARB, the violation will be passed to the Board of Directors with a recommendation that legal action be initiated.

J. ARB REVIEW CRITERIA

1. The ARB evaluates all submissions consistently but on the individual merits of the application for conformity with the guidelines and Governing Documents of Brantley Place and consistency with surrounding improvements and topography. Besides evaluation of the particular design proposal and materials, this includes consideration of the characteristics of the housing type and the individual site, since what may be an acceptable design of an exterior in one instance may not be for another.
2. Design decisions made by the ARB in reviewing applications are not based on any individual's personal opinion or taste. Section II of these guidelines set forth specific requirements for various types of common improvements and are based on the following policy considerations:

- a. Relation to the Brantley Place Open Space Concept. This concept is that the significant amounts of open space within Brantley Place are intended to enhance the appearance and general character of the individual neighborhoods and homes, as well as providing recreational benefits. In turn, the architectural themes, materials, structures, and design of additions to individual homes and use of private property should enhance and not interfere with the aesthetic usefulness of the Open Space to all residents. For example: fencing, in particular, can have damaging effects on Open Space. Other factors such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off also adversely affects Brantley Place's Open Space.
- b. Validity of Proposed Change. The application must be sound and appropriate to surrounding improvements and topography. Design concepts should also reflect continuity in the preservation of the Architectural types and style in use in the Brantley Place community.
- c. Design Compatibility. The proposed improvement must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as, but not limited to, similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
- d. Location and Impact on Neighbors. The proposed alteration should relate favorably to the landscape, the existing structure, the neighborhood, the surrounding neighborhood boundaries, and follow the overall architectural guidelines of the community. The primary concerns include access, view, sunlight, ventilation, drainage, etc.
- e. Scale. The size (in three dimensions) of the proposed alteration should relate well to adjacent structures and its surroundings. For example, a large addition to a small house is generally inappropriate.
- f. Color. Color may be used to soften or intensify visual impact. Parts of the addition that are adjacent to, part of or similar to the existing house, such as roofs and trim, must be matching in color(s). Selections must harmonize and blend with the housing type/style with other residential structures in the community.
- g. Materials. Continuity is established, in part, by use of the same or compatible materials as were used in the original house; retention of the architectural style; and continuation of color/trim combinations, etc. The options available to an applicant for additions and alterations may be limited by the design and materials of the original house. For instance, horizontal siding on the original house should be reflected in an addition. On the other hand, an addition with siding may be compatible with a brick house.

- h. Workmanship. 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. Poor workmanship can also create safety hazards. (Brantley Place Homeowners' Association, Inc. assumes no responsibility for the safety of new construction by virtue of its approval of design, materials and workmanship.) You or your licensed Florida contractor must secure a building permit before ARB approval can be given.
- i. Time Restrictions. All work must be performed in a timely fashion by a licensed Florida contractor or other appropriately licensed person (roofer, electrician), where applicable law or code requires such a license. The alteration authority granted by the application may be revoked at the option of the ARB if the approved improvements are not substantially commenced within 90 days of the date of approval of application. Once commenced, all work must be performed daily by a full crew of workers during the normal work week until completed. If an extension in time is required to complete the exterior improvement previously approved by the ARB a written request to the ARB may be submitted to revise the completion period. Written ARB approval of any extension is required. In no event may any project take more than 18 months to complete from the date of ARB approval.

K. AMENDMENTS TO THE ARCHITECTURAL STANDARDS AND GUIDELINES

These Guidelines may be amended to provide clarification, or to reflect changing conditions or technology. The ARB will conduct a periodic review of the guidelines to evaluate if amendments are required. Members of the Association may submit requests and suggestions for additions or changes to the guidelines in writing to the Brantley Place Homeowners' Association, Inc. in care of management. The ARB shall provide a final set of recommended changes to the Board of Directors for action and/or adoption. The Board of Directors will act on the recommended changes at a duly noticed Board meeting noticed in accordance with legal requirements for consideration of rule changes relating to use of the Lots. Suggestions for amendments to the Guidelines may be submitted anytime.

II. STANDARDS AND GUIDELINES FOR IMPROVEMENTS AND MAINTENANCE

This section outlines specific requirements for various improvements which the ARB adopts as being compatible with the Governing Documents and consistent with surrounding improvements and topography in the community. The section is organized into two parts.

Part A provides guidelines for new construction, changes, additions and removal of improvements to the Lots.

Part B provides guidelines for maintaining existing improvements to Lots

PART A – NEW CONSTRUCTION AND CHANGES TO IMPROVEMENTS

AIR CONDITIONERS/HEAT PUMPS/POOL EQUIPMENT/FUEL TANKS AND GENERATORS

1. No window Air Conditioning units shall be permitted at any time in any window.
2. Wall air/heat units/generators may be installed with prior ARB approval in side and rear walls of the dwelling only if the top of the unit does not exceed a height greater than 3 feet above the exterior grade surface. No such units may be installed on any street facing wall of a dwelling. Non-deciduous shrubbery for shielding of all units is required.
3. Other exterior units may be added or relocated only when they are not visually or physically intrusive to neighbors. Non-deciduous shrubbery for screening of all units is required.
4. An application is required for any addition, relocation or removal of air conditioners/heat pumps/generators whether or not associated with other exterior improvements. Replacements of such units with units of comparable size and in the same location do not require an application.
5. All oil tanks, generators, bottled gas tanks, swimming pool equipment and housing must be underground or placed in fenced-in or walled-in areas or landscaped areas so that they are not visible from any adjoining Lot or any Street. The applicant must submit a site plan and specifications showing landscaping, walls or fencing which prevents the improvements from being seen from any adjoining Lot or any Street. In the case of landscaping, the screening shall consist of non-deciduous shrubbery which shall immediately be of a density and shall be or become of a height adequate to completely shield the improvements no later than 90 days after installation, and which shall be installed and maintained by the OWNER.

BARBECUES (PERMANENT)

1. Permanent grills should be placed in the rear of the house and must not be placed beyond a line extended and aligned with the side walls of the main residential dwelling structure, nor located within ten (10') feet of the side and rear property lines. On corner Lots the barbecue shall be situated on the inside portion of the Lot within the set back lines. The inside portion of the Lot means that side of the dwelling that is not adjacent to a street or roadway.
2. An application is necessary for any permanent barbecue grill.

BUILDING SIZES AND SETBACK LINES

1. No building shall be erected, altered, placed or permitted to remain on any Lot other than one detached single family residence of not less than 1,800 square feet of heatable living area. The building may not exceed 35 feet in height and must have a private and closed garage for not less than two or more than four cars.
2. Unless approved by the ARB as to use, location and architectural design, no garage, tool, dog house or storage room, may be constructed separate and apart from the residence.
3. Garages have been architected into the overall design of the homes for the purpose of fulfilling the requirements to keep cars off the streets and eliminate the need for portable sheds and other storage units. No home may have a garage with fewer than two nor more than four parking bays. No homeowner may convert a garage to air conditioned space nor may a garage or other utility structure be used for residential purposes. This means that such structures shall be used only for storage of personal, family and household materials, including motor vehicles and all vessels. It may not be used for the conduct of any business, nor may it be used as living space. Living space refers to space which is used for normal living activities, including but not limited to sleeping, cooking, eating and bathing. Toward that end, no garage shall be permitted to have windows, with the exception of the side entry Bordeaux models (as originally architected), and no skylights, plumbing, heating, air conditioning, telephone, or other communications reception or transmission service connections and permitted, nor may business or commercial inventory be stored in the garage or utility building.
4. Front yards shall not be less than 25 feet in depth measured from the front property line to the front of the improvement.
5. Rear yards shall be not less than 30 feet in depth measured from the rear property line to the rear of the principal residential dwelling structure, exclusive of screen enclosures and patios but inclusive of all areas under roof, whether open or not.
6. Side yards shall be a minimum of 10 feet in width as measured from the side property line to the first side wall of the principle residential dwelling structure, except on a corner Lot, where setbacks from all streets and roads shall be a minimum of 25 feet on the side.
7. No screening of pool areas may stand beyond a line extended and aligned with the side walls of the principle residential dwelling structure.

DECKS AND PATIOS

1. Decks and patios should be located in rear yards behind a line extended and aligned with the side walls of the main residential dwelling structure. Front or side yard locations are not permitted.
2. When patio or deck schemes include other exterior changes such as fencing, lattice, lights, planting, sheds, air conditioners, grade changes, such items must be fully described within the application.
3. All decks are to be, in the case of pressure treated wood, sealed with clear sealer, transparent or semi-transparent stain in natural wood tones. The entire deck structure must be stained one color and re-stained as required for first class maintenance and appearance. Color changes require an application, including color chip.
4. Deck designs, which include painted trim on non-pressure treated wood must be compatible with the house architecture; colors shall be consistent with the color scheme of the house. Applications must clearly state which portions of the design are to be painted and include a color sample. Applicants are reminded that painted trim is maintenance intensive and maintenance requirements must be adhered to in order to keep a first class appearance.
5. All residents are responsible for obtaining required Seminole County building permits associated with the construction and submitting proof of same with the ARB application.
6. An application is required for all decks and patios.

PET ACCESS DOORS

1. Some residents may desire pet access doors. These doors shall be builder's quality (the same or better than the original builder's door) and shall be restricted to the rear walls of the dwelling or screen enclosures. A picture and dimensions must be included with the application. Color must match or blend with other colors on the house.
2. A completed application is required and must include the following information:
 - a. Picture and/or detailed drawing of pet access door, to include dimensions.
 - b. Estimated start date and completion date.

- c. Method of securing the property from unauthorized access via a pet access door.

DRIVEWAY SURFACES

1. All driveway surfaces, with the exception of original concrete pads associated with side-entry Bordeaux plans, must be maintained as pavers.
2. All driveway surfaces and walkways forward of the front line of the home must be of matching paver material to the street exclusive of the sidewalk.
3. Driveway pavers should be maintained with a sealant to prevent deterioration of the surface. The sealant may be lightly tinted to enhance the natural and original color of the pavers with ARB approval. No driveway may be painted Application of clear sealants do not require an ARB Application

DWELLING EXTERIOR WALL FINISHES

Dwellings and other construction on the property shall be maintained with exterior finishes of brick, stone, wood and stucco or a combination of the foregoing. Imitation brick will not be permitted on Property.

EXTERIOR LIGHTING

1. Exterior lighting, in addition to that initially provided on the house, may be desired to enhance a deck or patio or to improve visibility on a driveway, path, or walkway. Lights added to the front of a house, porch, or garage must match or complement existing lamp styles or existing lamps must be replaced with the new lamp fixture representing a matching style. Ground-level lights bordering long driveways, paths, or walkways must be unobtrusive in nature with a black or dark green brass or copper finish. Lighting, decorative or otherwise, in the front or rear yard must be placed so that light does not shine outside the property in a manner, or in a way which could disturb neighbors. In particular, care must be taken in arranging the angle of any light and the hours of operation.
2. Winter holiday lights do not require an application; however, they must be removed after the holiday season before the end of January. Holiday decorating may not begin prior to November 1 and must be removed by January 31.
3. A completed application is required and must include the following information:
 - a. Purpose of lighting addition/revision.
 - b. Site plan showing the relation of the lighting to house, property line, and adjacent neighbors.

- c. Picture and/or detailed drawing of the lighting to include all dimensions, number, location and height of fixture above ground and pictures of the proposed fixtures.
- d. Wattage of bulb to be used.
- e. Estimated start and completion dates.

EXTERIOR PAINTING/COLOR CHANGE

1. Color changes apply not only to the house siding, but also the doors, concrete, driveway pavers, shutters, trim, roofing, and other appurtenant structures. Change of exterior colors should be selected from one of the colors contained in the approved color palette. The current approved color palette has been designed to support a neutral color family. Jewel tones and colors not reflecting conventional exterior tones are not included in the current color palette. This palette can be obtained for review from any member of the ARB. Repainting or staining a specific object to match its currently approved color and sheen does not require an approval, but submission of samples to show that the color is the same as the existing color and sheen are required. Flat satin paint finishes allowed on exterior walls and semi gloss and satin finishes allowed on trim. Painting of vents to match house color does not require an application. Any change in current color scheme or repainting of the entire structure to the same color requires an application to ensure the colors are in harmony with the then current approved color palette.
2. Permanent outdoor carpeting is not permitted.
3. A completed application is required and must include the following information:
 - a. Complete description of color change, including the existing house color.
 - b. A color chip/sample of proposed color change. All color chips and samples must be of sufficient size as to allow a reasonably certain determination of compatibility.
 - c. The exterior colors of the houses on all sides of the house to be painted.
 - d. Estimated dates of commencement and completion.

FENCES

1. Homeowners shall erect no fences that do not meet the following specification:

- a. No portion of any fence shall extend more streetward than 20 feet forward of the rear wall of any home, nor shall any fence cross any property line.
- b. Fences shall be constructed of wood. No plastic, wire, mesh or chain link fence (coated or plain) shall be permitted. Wood fences may be constructed using board-on-board or shadow-box fashion.
- c. Aluminum or iron fences are permitted on the rear portion of the properties adjacent to the retention pond and fences for all said properties must be consistent.
- d. All fences must be constructed with a height of six (6) feet above the ground level of an adjoining Lot with the exception of the aluminum or iron fences at the rear portion of the properties adjacent to the retention pond. These fences must be of a consistent height for all properties.
- e. No fence of piecemeal construction shall be permitted. Piecemeal means that the fence is constructed from multiple materials, or have components of differing appearance, manufacture, height or size, or which have differing maintenance characteristics or requirements. The homeowner shall conform to the existing fences on adjoining properties such that the front lines of the fencing on the sides of the house align with respect to distance from the front property line.
- f. Fences shall be built with the finished side of the fence facing out from the property such that all vertical fence posts face inward to the dwelling.
- g. Any homeowner desiring to erect a fence shall submit a drawing thereof to the ARB for review prior to beginning construction. Construction of any fence shall not commence until the ARB has approved the drawings submitted.
- h. All wooden fences shall be stained using the same approved color – Porter Paint base PP1978 (B-24, C-1Y, L-5Y30). Paint samples should be submitted with the application to ensure consistency with the defined standard.
- i. Fences on the four inside corner lots must be setback from the sidewalk by 20 feet. The alignment of fences on the side of these lots must be in agreement with that constructed on the lot to the rear, if a fence has already been constructed on that lot. A plant screening consistent with the balance of the yard, softening the side street view of the fence must be maintained at all times for these four lots. Need to add the lot #s for these four.

- j. Because newly constructed wood fences should not be stained or painted until the wood has seasoned for at least six weeks, all newly constructed fences must be stained on both sides within 3 months of the completion of construction.
2. Each homeowner having a fence on his property shall be responsible for keeping such fence in good repair at all times. Broken/missing boards, staining and vertical and horizontal alignment of all portions of the fence must be kept in a first class condition at all times.
 3. Applications are required and must include the following information:
 - a. Site plan, which shows the relationship of the fence to adjacent houses, Open Spaces, and property lines. Most fencing involves boundary line considerations. Therefore, applications must show exact relationship with property lines, etc. The precise location of all portions of the fence shall be shown on a professionally prepared site survey and may not be hand drawn onto such a plan.
 - b. Specific fence style and materials to be used. A picture or professional drawing of fence style is required with the application.
 - c. Dimensions of fence materials, including height.
 - d. All associated requirements/improvements/modifications occurring as a result of, or with a relationship to, the installation of a fence; for example grade changes, drainage revisions, tree relocations/removal (over one (1") inch in diameter), etc.), must be noted in application.
 - e. Stain and/or paint samples.
 - f. Estimated start date and estimated completion date in terms of days after start.
 - g. The name, address and professional license of the proposed installer.
 - h. A building permit.

FIREWOOD

Firewood shall be kept neatly stacked and located within set back lines of the residence, within owner's property line.

FLAGPOLES

1. Portable flagpoles for display of the American flag or other seasonal flags shall be permitted when mounted to the residence. No unsightly flags or flags of a demeaning or controversial nature will be permitted.
2. No flagpoles shall be used as an antenna.
3. Flags must be well maintained.

GARAGES AND CARPORTS

1. CARPORTS - Carports are not permitted in Brantley Place.
2. GARAGES
 - a) All garages must have either a single overhead door with a minimum door width of sixteen (16) feet for a two-car garage, or two (2) overhead doors each a minimum of eight (8) feet in width.
 - b) Replacing a garage door with one different in appearance requires an application.
 - c) Garage doors should be painted to match to stucco body of the home rather than the accent or trim color.

GARAGE AND YARD SALES

No garage or yard sales of any kind shall be held without written approval from the Association

GUTTERS AND DOWNSPOUTS

1. All house gutters and downspouts must be painted either the trim or the primary house color and must not adversely affect drainage on adjacent property and must be maintained in a first class condition.
2. The addition of gutters and downspouts requires an ARB Application.

LANDSCAPING AND GARDENS

1. LANDSCAPING

2. Care should be exercised in the planting and maintaining of trees and shrubs to prevent obstruction of sight lines required for vehicular traffic. All landscaping must be neatly maintained – this includes removal of all dead growth.
3. Consideration must be given to the visual impact which planting will have on views from neighboring houses and property. Also, the views from neighboring Lots and shade patterns of larger trees must always be considered.
4. An application is required for any landscaping alteration. A landscape alteration involves the removal of existing landscaping or the placement of new landscaping on the Lot.
5. Applications, when required, should include (a) description of the types, number and sizes of shrubs to be planted and (b) scaled site plan showing the relationship of plantings to the house and adjacent dwellings. Replacement of existing beds does not require a professionally prepared drawing, but does require a scaled drawing and enumeration.

6. GARDENS

- a. No garden for the growing of food products, such as but not limited to corn, tomato, strawberries, etc, will be allowed.

MAIL BOXES

1. No mail box or paper box or other receptacle of any kind for use in the delivery of mail, newspapers, magazines or similar materials shall be erected until the size, location, design and type of materials have been approved by the ARB.
2. All Lots were furnished with original mailboxes in matching design, quality and color. No mailbox may be changed to a design other than what was originally installed for the Lot.
3. All mailboxes must be painted in gloss black with red “pick-up requested” flags.
4. Mailboxes must be maintained as to paint coverage, vertical alignment and working order of doors and flags at all times.

RECREATION AND PLAY EQUIPMENT

The desire for recreation and play equipment to include swing sets, playhouses, tot lots, basketball backboards, trampolines on detached lots is frequently expressed. Most equipment of this sort is commercially available, but is often less than pleasing in appearance. The guidelines listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact.

1. Play equipment constructed of wood is encouraged, but not required.
2. All play equipment must be maintained in good state of repair.
3. The Association is not liable for any safety aspects in regard to any play equipment.
4. Consideration must be given to neighbors with respect to location, sight, sound and color. The ARB may restrict the hours and manner of use of such equipment as a condition of approval.
5. All fixed games and play structures, including basketball backboards, shall be located at the side or rear of lot, or on the inside portion of the corner lots within the set back lines. Consideration must be given to lot size, equipment size and design, amount of visual screening, etc.
6. If not maintained for safe use, play equipment must be removed.
7. All portable basketball goals and other temporary recreational equipment must be stored in the garage or in the rear of the lot when not in active use. Items of this nature must be stored out of view from the streets and adjoining Lots when not in active use.

ROOFING CONSTRUCTION

1. All roofs must have a pitch of 6/12, except two story roofs shall be 5/12. Flat roofs shall not be permitted.
2. The finish of all pitched roofs shall be 20 year dimensional architectural composition shingles. Slate, tile or other materials may not be used for roofing materials.
3. All roofs must be of brown or grey composition shingle.

STATUES, WINDMILLS, & FOUNTAINS

No statues, windmills, fountains, or similar items will be allowed which are visible from any Street or neighboring Improvement.

SATELLITE DISHES, WIRELESS CABLE AND TELEVISION BROADCAST ANTENNAS

No outside antennas, antenna poles, antenna masts not used to receive over the air television signals, electronic devices, antenna towers or citizen band (CB) or amateur

band (ham) antennas shall be permitted except as approved in writing by the ASSOCIATION.

SIGNS

1. No signs, with the exception of approved and appropriately installed “for sale” signs, freestanding or otherwise installed, shall be erected or displayed to the public view on any lot.
2. No signage of a commercial nature, whether permanently applied or removable, may be displayed on vehicles parked overnight in the neighborhood.

SOLAR COLLECTORS

1. Panels shall be mounted in an aesthetically appealing manner while maintaining the highest level of energy efficiency.
2. A completed application requires the following:
 - a. Site plan indicating location and size of panels and location of roof peaks. Photographs of similarly installed units may be included, but are not to replace a site plan.
 - b. Estimated start and completion dates.

STORAGE OF BOATS, TRAILERS, CAMPERS, MOBILE HOMES, RECREATIONAL VEHICLES, OR INOPERABLE VEHICLES AND REPAIRS TO VEHICLES

1. No recreational vehicle may be parked or stored in open view on residential property, public or private streets, or on unimproved lots for more than 48 consecutive hours or more than 72 total hours within 7 consecutive days.
2. A recreational vehicle is defined as follows:
 - a. Any boat, watercraft, or boat trailer.
 - b. Any motor home or other self-contained camper.
 - c. Any camper slip-ons where the camper backs are higher than twelve (12") inches above the roofline of the cab of the truck.
 - d. Any mobile home, trailer or fifth wheel trailer.
 - e. Any pop-up camper/tent trailer or other similar recreation oriented portable or transportable facility or conveyance.

3. Any other vehicle not defined above, other than private vehicles designed and used primarily for the daily personal transport of live, non-paying human passengers shall not be permitted to be parked or to be stored at any place on any portion of the Property unless they are parked within a garage. This category includes, but is not limited to, dune buggies, mopeds, non-operative automobile collections or other automobile equipment not licensed for use on the highways.
4. Inoperable vehicles are not permitted on property in Brantley Place. The association describes inoperable vehicles as any motor vehicle that legally cannot be operated in its existing condition on public streets, is not currently licensed for use by the Department of Motor Vehicles, or cannot normally or regularly be used for daily personal transportation.
5. No maintenance or repairs shall be performed on any vehicles upon any portion of the Property in the community except in emergency situations, consisting of unforeseen minor events that temporarily prevent an otherwise operable vehicle from being used. Notwithstanding the forgoing, all repairs to disabled vehicles within the Property must be completed within two (2) hours from its immobilization or the vehicle must be removed.

STORAGE OF COMMERCIAL VEHICLES

1. No commercial vehicle may be parked or stored in open view on residential property, public or private streets, or on Open lots. A commercial vehicle is described as follows:
 - a. Any vehicle that displays advertising lettered thereon or therein or which is licensed as a "for hire" vehicle, or which is outfitted or equipped to carry commercial equipment, supplies or tools of trade.
 - b. Any vehicle that advertises for rent, lease or contract services, or for which its primary purpose is to be used as a commercial vehicle.
 - c. Any private or public school or church bus or vehicle.
 - d. Any limousine, taxi or hearse.

SWIMMING POOLS, HOT TUBS, AND JACUZZIS

1. Hot tubs should be built into existing or planned decks. Freestanding hot tubs are generally discouraged; although, they will be allowed when proper fencing and/or rear yard landscaping is provided to screen the hot tub from view from any other lot or street.
2. Only in-ground pools will be considered. Pools for swimming must be located in rear of the house behind a line extended and aligned with the side walls of the main residential dwelling structure and may approach the property line no closer than fifteen (15') feet away.
3. All swimming pool equipment and housing must be underground or placed in fenced-in or walled-in areas or landscaped areas so that they are not visible from any adjoining Lot or any Street. Adequate landscaping and fencing shall be installed and maintained by the OWNER as required to meet this need.
4. A completed application requires the following information:
 - a. A site plan showing location and dimensions of the pool, other related equipment, fences, etc., in relation to the applicant's house, property lines, and adjacent dwellings.
 - b. Detailed drawings and plans of the pool/hot tub, deck area, lighting arrangements, walkways, fences, etc., and pertinent information concerning water supply system, drainage, and water disposal system.
 - c. Estimated start and completion dates.
 - d. If screening landscaping is used, a description of the types, number and sizes of shrubs to be planted and professionally prepared site plan showing the relationship of plantings to the house and adjacent dwellings.

TRASH CANS

1. Containers shall not be placed for pickup at appointed locations prior to 6 p.m. or dusk, whichever comes first, on the evening before pickup. The containers must be removed post collection by 6 PM the day of pickup.
2. Trash is to be placed for pickup in containers manufactured for trash storage purposes only. Paper and plastic bag products are not adequate containers. Trash cans should be secured so as to discourage animals from rummaging.

3. All garbage and trash containers must be maintained underground or in fenced-in or walled-in areas or landscaped areas so they are not visible from any adjoining Lot or any Street.

UTILITY CONNECTIONS

1. All connections for utilities including, but not limited to, water, sewer, electricity, gas, telephone, television, internet and cable shall be run underground from the proper connecting points to the residential dwelling structure in such manner to acceptable to the governing utility authority.
2. Extension of utility services from the primary Improvement to other points of connection on the Lot must be run underground according to local building codes and in a manner acceptable to the governing utility authority.

WINDOWS AND WINDOW TREATMENTS

1. No casement windows may be installed in any improvement on the Property.
2. All interior window dressings must be of neutral colors (e.g. white, off white, beige or tan) on the outward facing side.
3. Window tinting must be consistent with the color of the house and must be maintained in good repair.

PART B – MAINTENANCE STANDARDS OF EXISTING IMPROVEMENTS

1. Property ownership includes the responsibility for continued maintenance of all structures and grounds, which are a part of the property. This includes, but is not limited to, items such as regularly mowing, weeding, feeding and irrigation grass and other landscaping, prompt removal of trash, and timely maintenance of all aspects of the Lot improvements, all in a manner consistent with maintaining a first class appearance. Maintenance affects the visual character and economic values of the property and neighborhood, and in some cases, safety. These issues can often be dealt with best at a Neighborhood level. Violations of maintenance standards are violations of the Association Covenants and are addressed under Article IX, Section 15 of the recorded “Declaration of Protective Covenants and Restrictions for Brantley Place”. If violations of the General Guidelines as outlined herein persist, the Association office, promptly upon discovering the violation or receiving notice thereof will take appropriate action to enforce the maintenance duties of the property owner.
2. Dumping of pet droppings, debris, or lawn clippings on individual lots, common areas or open space is prohibited. Since the association operates under a pet leash law, it is the responsibility of each resident to promptly remove pet droppings when pets are being walked
3. The storage of lawn equipment, including lawn chairs and tables, barbecue grills, etc. is not permitted in the front or side yard. All such items must be stored either in the garage, or in the back yard screened from view of adjacent properties and the streets. Decks or patios may be used for the storage of items such as grills and outdoor lawn furniture, which are normally used on the deck.
4. Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, and playground-type equipment in a condition consistent with a first class residential neighborhood. The following cases represent some general conditions which are a violation of the Association Covenants and these guidelines:
 - a. Peeling or severely faded paint on exterior trim, stucco surfaces and doors
 - b. Dented mailboxes, or mailboxes and/or stands in need of repainting or repair.
 - c. Play equipment which is broken or in need of repainting.
 - d. Fences with peeling/severely faded paint (and stain if made of wood); visible mold and other unsightly staining; fences with broken or missing parts; or fences which no longer maintain vertical and horizontal alignment.
 - e. Decks with missing or broken railings or parts, or parts in need of repainting or staining.

- f. Concrete or masonry block in need of repainting, resurfacing or repair.
- g. Driveway pavers which are not maintained with a sealant to prevent deterioration of the paver and the natural color thereof.
- h. Roofing material with mold or unsightly staining
- i. Pool screening that is severely molded, torn or sagging between the supporting structural braces
- j. Windows which have broken panes, discolored or frosted glazing, broken or incorrectly position mullions.
- k. Broken, inoperable, mis-aligned or dented garage doors.

Most residents undoubtedly do not desire to see any of the above conditions to exist in our community. Most people seek to preserve and protect their investment and limit their personal liability by keeping their homes and lots in good condition. The Association expects that all residents will do necessary maintenance to their own property to prevent any of the foregoing conditions from occurring in Brantley Place. The above list is representative of violations, but is not inclusive.

5. Mowing and Trimming.

Turf areas and lawns need to be mowed and edged at regular intervals, maintaining a maximum height of six (6) inches. Residents are expected to pick up, and properly dispose of, accumulations of grass clippings and leaves.

6. Lawn and Garden Care

- a. Planted beds must be kept in a neat and orderly manner. Landscape shrubbery and plant material must be maintained in a neat and trim manner at all times. Landscape bedding areas must be maintained in a weed-free state with appropriate unstained, bio-degradable mulching materials.
- b. All soil should be tested before fertilizer is added, especially in areas where drainage will flow into ponds. Special care should be taken not to over fertilize or to fertilize lawns and gardens when there is the least chance of run-off. In areas adjacent to ponds and waterways, fertilize in a manner to avoid run-off. Soil test kits are available free from the County Libraries or County Extension Office.
- c. Pesticides and herbicides may be applied according to label instructions for the specified problem. The Association recommends organic/bio-degradable materials in order to ensure the least harm to the natural environment. Care in application is

extremely important along ponds and waterways, near neighborhood play areas, and near adjacent residences. Avoid the use of pesticides and herbicides if at all possible, but when necessary, use with caution and follow instructions or have these treatments professionally applied by a licensed and reputable applier.

- d. Each resident is responsible for seeing that their lot area is protected from erosion and that storm drain structures are not blocked. In both cases, additional erosion problems could result which might silt up ponds and stream valleys.
- e. Each resident is responsible to maintain proper drainage through his property and may not block or hinder natural drainage from adjoining properties.
- f. In compliance with Article VI, Section 9, Paragraph (l), no tree with a diameter greater than 6 inches as measured one foot above the natural grade may be removed from any property without the written approval of the ARB. Such approval may only be given when it is necessary for the construction of an improvement or when the condition of the tree requires. When removal is necessary due to decline in a tree's health, we will require replanting of a new tree of comparable size.
- g. In accordance with Article VI, Section 9, Paragraph (m), all lawns must be maintained with St. Augustine grass. It is the responsibility of the homeowner to maintain appropriate diligence to ensure the St. Augustine is healthy and weed-free. Should a lawn, or any portion thereof, decline in health or become weed-infested to the point that it cannot be revived to a healthy, weed-free condition, it is the homeowner's responsibility to promptly replace the sod.

7. Trash Removal.

Each resident is responsible for picking up litter on their property and preventing windblown debris from originating on their land.