

Greetings Neighbor!

Thank you for choosing to make your home in Wedgewood Groves. We all have chosen to live within harmony in our community and one way we are able to maintain this is through an agreed upon set of guidelines governing the aesthetics of what our community will look like.

As home owners we are held to the standards outlined within the Wedgewood Groves Declaration of Covenants and Restrictions and Bylaws. In this document language in *italics*, is verbiage directly from our Declaration of Covenants and Restrictions Articles VI and VII most directly related to Architectural Control and Restrictions. These full documents are available on our community website at <http://www.wedgewoodgroves.org/>

In this document you will find specifics on the guidelines and expectations for the maintenance of the exterior of your home. In addition, you will find what is permitted and how to submit a request to make a change to the exterior of your home.

We hope you find this guide helpful in maintaining and improving upon your home.

Sincerely,

Wedgewood Groves Architectural Review Guidelines Revision Committee, 2019

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## **Wedgewood Groves Homeowners Association**

### **Architectural Review Committee**

### **Guidelines for Approval of Projects**

The purpose of this document is to provide a uniform set of guidelines for approval of architectural changes/guidelines in the Wedgewood Groves community. These guidelines are established in accordance with the scripture of Covenants and Restrictions of our community. Many people purchase homes in communities with Homeowner Associations for the purpose of protecting their home's value and to avoid many different types of nuisances, even knowing that they will be sacrificing some of their personal choice. Each deeded homeowner realizes that sacrificing some of their personal desires by following the established guidelines provided in the *DECLARATION OF COVENANTS AND RESTRICTIONS FOR WEDGEWOOD GROVES, a/k/a "The Documents."* Requiring approval for architectural changes has been demonstrated to be an effective way of maintaining value, appearance, and peace in a community. By publishing these standards and making them available to all homeowners, we trust there will be less confusion as to what is acceptable.

All exterior changes to property must be approved by the Architectural Review Committee (ARC). All construction is subject to city and county rules and regulations. Homeowners (or their hired contractors) must obtain all necessary permits. However, keep in mind that city or county approval does not negate the need to receive ARC approval. In some situations, the neighborhood may have restrictions or specifications that are greater than those imposed by the city or county (examples: fencing, storage buildings). It is important to understand that failure to secure ARC approval prior to construction (where required) or violation of Use Restrictions may result in corrective action by the Board of Directors. The Board of Directors has the authority to demand restoration of unapproved modifications. Owners making changes or alterations without ARC prior approval subject themselves to possible rejection of the improvement and subsequent restoration and legal costs. Please plan improvements in advance to assure time for review by the ARC prior to beginning work.

Remember, these guidelines were established to benefit all homeowners by maintaining property values in our community.

Any questions or concerns should be presented in writing to our property manager, currently Candace Harrison at Sentry Management (Community Association Management) 407-788-6700 ext. 51208 or email [CHarrison@sentrymgt.com](mailto:CHarrison@sentrymgt.com) (contact updated March 31, 2020).

## Architectural Review Committee Request

### Tips and process.

Old and new homeowners alike have questions about the ARC Request process. Here are some tips to obtaining an approval and getting that project completed.

1. **All exterior improvements or updates require approval.** This includes landscaping, re-roofing, replacing an old fence and painting. Even if the goal is to maintain the same aesthetics, an ARC request is required. Our goal is to maintain an aesthetic continuity and harmony in the community.
2. **Review the documents on our website.** Our current ARC Guidelines, paint schemes, online ARC Form and printable ARC form can all be found at this link. <http://www.wedgewoodgroves.org/arc.html> This is a great place to start.
3. **Completing your request.** Whether you complete your request online or on paper via mail, please provide as much information as possible. This will allow the process to move more smoothly and quickly. Be sure to provide contact information, email is best as additional documentation may be requested.

4. **The Details.** With all requests please provide photo documentation.

This includes:

- a street view photo of the home
- a photo of the area to be improved upon (if different)
- may include:
  - a diagram of fencing or landscaping plans,
  - visual documentation of type and color of roof shingles.

The goal is to provide the committee information to envision your completed project. Be on the lookout for emails requesting additional information to aid the process.

5. **The Process.** Once the committee chair has received all the required information the committee reviews your request at our next scheduled review time and makes a decision. Initial notification typically comes via email and is followed by a formal approval or denial from Sentry via mail. The committee has 30 days to review.

***Remember, the board may ask for work completed without or in advance of approval may be asked to be removed or altered.***

## **Guidelines for Approval of Projects**

### *Article VI Architectural Control*

*No building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to or change or alteration whatsoever thereto be made until the plans and specifications showing the nature, kind, shape, height, materials, color, and location of the same shall have been submitted to and approved in writing as to the harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or any an Architectural Review Committee (the "ARC") composed of (3) or more representative appointed by the Board of Directors. In the event the Board, or the Architectural Review Committee, fails to approve or disapprove such design, location, and plans and specifications within thirty (30) days after they have been submitted to it, approval will not be required, and this Article will be deemed to have been fully complied with. Upon request from the Owner, the Secretary of the Association shall issue a certificate to that effect.*

### **Additions**

- Room additions, enclosures, porches, pools, decks and decking, hot tubs, Arbors, etc. require approval
- All materials, roofing, stucco, siding, colors, facia, trim, doors, windows, must be identical to the existing residence.
- Color should match the home from the Exterior Paint Colors for the community

### **Condition of Building and Grounds**

- *Article VII Section 1 It shall be the responsibility of each owner to prevent the development of any unclean, unsightly or unkept conditions of buildings or grounds on such Lot which would tend to impair the appearance of the community as a whole, or the specific area.*

### **Clotheslines Revised September 2019**

- *(Original: Article VII Section 10 No clotheslines shall be placed on the properties at any time.)*

Florida Statute 163.04 gives homeowners the right to install energy devices based on renewable resources with no responsibility regarding the impact on neighbors or community.

Florida Statute 163.04 gives bounded authority to the HOA (Homeowners Association) to oversee the location, size, and installation of the Outdoor Clothesline Systems

- As herein used, the term Outdoor Clothesline Systems shall include:
  - Pole-to-Pole clotheslines,
  - Fixed head rotary clotheslines,
  - Folding rotary clotheslines,
  - Retractable clotheslines,
  - Wall mounted drying racks,
  - Fold down drying racks,
  - Window mountable clothing drying racks, and
  - Other systems designed for the outdoor drying of clothes
- Outdoor Clothesline Systems require the approval of the ARC
- This requirement is applicable to both initial installation and modification of existing installations where the size, location, type of Outdoor Clothesline System is affected.
- The ARC form should include a sketch or written description of where the Outdoor Clothesline System will be located and a description of the type and dimensions of the system being installed.
- To the extent possible, without materially affecting system operation, Outdoor Clothesline Systems shall be located in back yards behind fencing and not visible from the street.
- No Outdoor Clothesline Systems shall be attached to trees, the community (stucco) walls, fences or anything else not specifically designed for use as part of an Outdoor Clothesline System.
- Ground mounted supports should be installed using a sleeve so that the support may be removed, if necessary. In consideration to neighboring homes, it is recommended supports be removed and stored out of sight when not in use.

### **Decks and Gazebos**

- Are not permitted in front yards.
- Designs and plans for these structures must first be approved.
- The homeowner is responsible for obtaining required permits.

## **Doors**

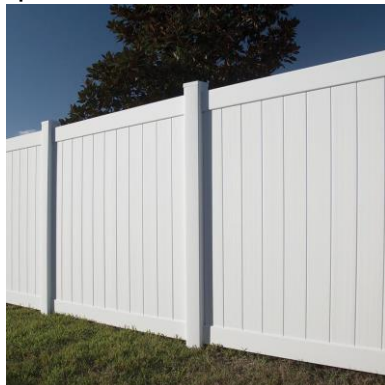
- Front Doors
  - Type and style require approval
  - Color should be chosen to coordinate with Body and Trim color from the established Exterior Paint Colors for the community.
- Screen doors
  - Should match or coordinate with the colors of home.
- Garage Doors
  - Garage Doors should be painted, repaired or replaced when damaged.
  - Should be painted the body color of the home or white. Choice should be indicated in the ARC request.
  - Screens on garage doors are not permitted.

## **Driveways, sidewalks and slabs**

- Paving and refinishing of driveways, sidewalks, and slabs require ARC approval.
- All driveways, sidewalks and slabs must be concrete unless a different material is approved by the ARC.
- Concrete Pavers may be used with ARC color and style approval.
- Staining or painting of driveways/sidewalks is not permitted.
- All driveways and sidewalks should be kept clean from grass, weeds, mold, mildew and stains.

## **Fences:**

- All new installation and replacement of fences must be approved by the ARC.
- Only white vinyl solid privacy fencing is permitted
  - Style depicted below



- Fence caps for the post of the fence must be flat design. There shall be no decorative fence post caps allowed such as balls, arrows, gothic, diamonds, etc.
- New installation of chain link or wood fencing is not permitted.
- Fences must extend to the ground
- Maximum fence height is 6 feet
- Fences shall not be installed so that they are behind the plane of the front door. (i.e. entrance to the home via the front door should not require passing behind the fence line.) Include site plan with ARC Request.
- Cross section or bracing of the fence should face inward toward the owner's home.
- Maintenance:
  - Fences are to be maintained to maximize service life and in a safe, plumb, and visually appealing condition.
  - All fencing should be free of stains or mildew.

### **Flags**

- Flags and Flag poles do not require approval within the following guidelines:
  - Free standing flag poles are not permitted
  - A single wall mounted flag pole should have a maximum pole length of 6 feet.
  - Maximum, flag size permitted is 3 feet by 5 feet.
  - Flags should be in good condition, not torn or faded.

### **Game and Play Structures**

- *Article VII Section 8 No basketball backboards or any other fixed games or play structures shall be located on the properties, other than in the areas designated for such uses by the Association, if any. Tree houses or platforms of the like kind or nature shall not be constructed on any part of the lot.*

### **Garbage Disposal**

- *Article VII Section 4 Each lot shall have receptacles for garbage, so as not to be generally visible from the road, or other garbage receptacles or similar facility in accordance with reasonable standards established by the Association.*
- Garbage and recycling bins must be stored out of sight, preferably in the garage or within a full enclosure by the side of the house.
- On pickup days, garbage, trash and recycle material may be placed by the curb no sooner than the evening before.

- Yard waste, properly bagged or bundled per waste management standards may be on the curb until the next pick up day.
- The homeowner shall pick up any litter left behind by the pickup crew.
- Trash containers shall be removed from the curb on the day of pickup.
- Burning of trash, leaves or garbage is not permitted.

### **Gutters**

- Gutters and downspouts should be white or the approved trim color of the home.
- Gutters and downspouts should be properly maintained and directed to drain only on the homeowner's property.

### **Holiday Lighting and Decorations**

- Holiday decorations, tastefully displayed during a reasonable period surrounding the holiday, do not require ARC approval.
- Outdoor holiday decorations must be removed shortly after the holiday season. This would be January 31 for Christmas decorations and within one week after all other holidays.
- Outdoor Christmas decorations and lighting may be installed up to six (6) weeks prior to the holiday. Outdoor decorations for all other holiday may be installed up to four (4) weeks prior to the holiday.
- No outdoor holiday lights or decorations shall be installed that may be an annoyance or a nuisance to the residents to adjacent property.

### **Household Pets**

- *Article VII Section 15 No lot shall be used for keeping or breeding of livestock animals or poultry of any kind, except that household pets may be kept provided they are not kept for breeding or maintained for any commercial purpose. Provided al household pets shall be kept on a leash at all times when not kept within an enclosed area.*
- Dog houses or pens must be located behind a properly installed 6-foot privacy fence in the backyard.



### **Hurricane Shutters**

- Hurricane shutters and covering, or a combination of shutter types, may be in place 72 hours prior to an impending storm and must be removed within 5 days after the all clear is broadcast.
- The only visible piece of a hurricane shutter allowed to remain in place is anchoring bolts or tracking to the house and those bolts and/or tracking must be painted the same color of the house they are adhered to. Any covering must be stored out of sight by the homeowner.

### **Landscaping**

All landscaped areas and lawns, should be maintained in live, healthy growing condition, properly watered and maintained. Lawns should be edged from driveways and sidewalks, beds maintained from grass, weeds and vegetation trimmed. Bare patches should be replaced.

Plans for landscaping replacements or improvements must be submitted and approved prior to implementation. The plan must include topographical changes, tree removal and/or planting, shrubbery type and placement, irrigation systems and sod.

- Lawns
  - Front yard is defined as from the front street to the rear house line or to the site line of a fence.
    - Front yards must be covered at least by 30% grass.
      - St. Augustine and Zoysia grasses are permitted.
    - An additional 50% of the yard may be covered by other natural living materials (plants, shrubs, etc.)
  - All dead, diseased or weed-filled yards are to be treated in a timely manner and replaced when needed to cover bare or permanently damaged areas.
  - Edging materials
    - Street visible landscaping curbs and edging including brick, concrete, metal, or stone may be used as edging material to create an edge between planting beds and grass or adjacent to paved areas (driveways/walkways) if part of the planting bed. The edging material must be continuous from one end of a planting bed to the other end. They must be maintained in good and neat condition and any broken or otherwise damaged or discolored edging must be removed or replaced.

- Lawn Debris
  - No debris from landscaping or cutting lawns should be left either on the sidewalk or in the street.
  - No lawn debris shall be disposed of by blowing such debris into a storm drain.
  - Lawn cutting with motorized equipment should not begin before 7am.
- It is the responsibility of the homeowner hiring a lawn service company to inform its operators of these rules and ensure they are observed.
- Hedges and bushes
  - Should be no taller than 4 feet
  - All plantings must take sight lines into consideration for safety
  - Bushes or hedges are not allowed to encroach and obstruct the sidewalk.
- Trees
  - *Article VII Section 6 No large trees measuring six (6) inches or more in diameter at ground level may be removed without the written approval of the association.*
  - Stumps of removed trees must be ground to ground level.
  - It is the responsibility of the homeowner to keep the sidewalk in front of their property clear of overhanging tree limbs to a height of at least 7 feet,
  - Installation of species of trees that minimize future encroachment on neighboring properties are encouraged.
- Irrigation systems
  - Iron filters are required if using well water.
- Vegetable gardens are permitted in rear yards only.
- Latticework and trellises
  - As part of the landscaping concept and compatible with the exterior of the structure requires approval, but is generally acceptable.
  - The structure may be made of vinyl or metal and must be maintained in good condition.
  - Any rotting, rusting or otherwise unsightly structure is not allowed.
  - Plants growing on the structure must be trimmed and maintained.
  - Structures should be no larger than 4 feet wide by 6 feet tall.
  - Structures must be level and properly secured to the ground or adjacent wall.
  - Trellises is not acceptable as fencing material.

### **Lawn Decorations/Pots/Outdoor Furniture/Statues**

- As a general rule, small numbers (5 or less) of decorative planting pots, lawn decorations, and outdoor furniture (in well maintained condition) are allowable in the front yard (and visible side yard) of property without approval.
  - These would include such things as reasonably small (less than 2 feet in either height, width or depth) decorative pots, planters, animal figurines, statues, lawn sculptures, rock gardens, topiaries and lawn balls.
  - These may not be offensive in nature to the general population (examples: no nude statues or items with profane writing).
  - These may not be permanent in nature (they must be easily moved to another location.)
  - More than 5 (in total) of these types of items will require approval of the overall “decorating scheme.”
- Fountains and birdbaths in view of the public must not exceed 3 feet in height, 2 feet in width, and must be natural (i.e. grey or beige) in color and will require approval.
- Display of larger items require approval. Generally, such items as old wagons, sea memorabilia, museum pieces, art sculptures, picnic tables and large topiaries will not be approved for display in the front or side yard.

### **Mailboxes**

- *Article VII Section 12 No mailboxes or paper box or other receptacle of any kind for use in the delivery of mail or newspapers or magazines or similar material shall be erected on the properties unless and until the size, location, design and type of material for said boxes or receptacles shall have been approved by the Board of Directors or the ARC. If and when the United States mail service, or the newspaper or newspapers involved, shall indicate a willingness to make delivery to wall receptacles attached to the residences, each owner upon request of the Board of Directors, shall replace the boxes or receptacles previously employed for such purpose or purposes with approved wall receptacles attached to the residence.*

### **Offensive Activity**

- *Article VII Section 2 No noxious or offensive activity shall be carried on upon a lot, nor shall anything be done thereon tending to cause embarrassment, discomfort, annoyance or nuisance to the community. There shall not be maintained any plants or animals, or device or thing of any sort whose normal*

*activities or existence are in any way noxious, dangerous, unsightly, unpleasant or of a nature as may diminish or destroy the enjoyment of other property in the neighborhood by the owners thereof; and further, all domestic animals shall either be kept on a leash or kept within a closed area at all times.*

### **Outbuildings**

- Outbuildings or additions for housing boats, trailers, campers, or motor homes are not permitted.

### **Outside Installations Revised September 2019**

- *(Original Article VII Section 9 No radio or television signals nor any other form of electromagnetic radiation shall be permitted to originate from any lot which interferes with the reception of television or radio signals received upon any other lot. No outside antenna for radio or television shall be constructed, erected or maintained at any time on any lot.)*

Per FCC Rule 47 C.F.R. Section 1.4000 the Over-the-Air Reception Devices Rule the following devices are permitted.

- A "dish" antenna that is one meter (39.37") or less in diameter and is designed to receive direct broadcast satellite service, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite.
- An antenna that is one meter or less in diameter or diagonal measurement and is designed to receive video programming services via broadband radio service (wireless cable) or to receive or transmit fixed wireless signals other than via satellite.
- An antenna that is designed to receive local television broadcast signals.

**Paint Colors for Homes:** Approved colors are contained in the Exterior Paint Color Schemes file on the Wedgewood Groves website

<http://www.wedgewoodgroves.org/arc.html> The current colors were adopted effective March 26, 2018. A physical book of the colors is maintained by the ARC Chairperson.

- Paint schemes each indicate a body color, trim color, and front door color.
- Painting requests should indicate chosen paint scheme.
- Gutters and downspouts should be painted to match the trim color.
- Garage doors should be painted the body color of the home or white. Choice should be indicated in the ARC request.

- If work is performed without prior approval, homeowner may be required to return home to prior color.
- All house re-painting (and new addition painting) requires advance approval, even when painting existing colors. In some instances, that current colors may not be re-approved.
- Paint colors should not be the same as homes to either side or the home across the street.

### **Roofs**

- Replacement roof colors must be approved and should be chosen to compliment overall color scheme of the home.
- Drip Edge of roof should be chosen to match the trim of the home.
- Roofs must be kept clean from excessive mold or debris buildup.
- Roofs of patio additions may be flat.

### **Security Bars**

- The installation of security bars or gates on windows and doors will not be permitted.

### **Screen Rooms/Sun Rooms**

- Are permitted only in the rear of the home.
- Wall height should not be higher than the roof eave to or higher than the roof the house.
- Screens should be mildew free, with screens in good repair.

### **Signs**

- *Article VII Section 3 No commercial signs shall be erected or maintained on any Lot at any time, provided, the Owner thereof shall have the right to erect or place upon his Lot, one (1) "For Rent" or "For Sale" sign; provided further that any such sign shall not exceed four (4) square feet in size, and that the design of any such sign shall be subject to review and approval by the Board of Directors or the Architectural Review Committee as provided in Article VI.*
- Identification signs (numbers) for Lots/Homes are required. Numbers should be visible and legible from the street on which the house fronts. The color must contrast with the immediate background material.

- No permanent business, trade, or commercial signs may be displayed.
- One security sign is permitted in the front yard located either adjacent to the driveway or in close proximity to the front entrance of the main dwelling. Security company signs are also permitted in the windows.
- No signs shall be attached to Association's brick wall, fences, traffic and street signs, lamp posts or trees.
- Political Signs
  - Up to two political signs (four square foot maximum size) may be placed on individual lots during the 30-day period immediately preceding the applicable political election. Such signs should be removed within 2 days of the applicable election.

### **Storage of Construction Materials**

- *Article VII Section 14 No lumber, brick, stone, cinder block, concrete or any other building materials, scaffolding, mechanical devices or any other thing used for building purposes shall be stored on any lot, or on the properties, except for purposes of construction on such lot, and shall not be stored for longer than that length of time reasonably necessary for the construction in which same is to be used.*

### **Swimming Pools/Hot Tubs**

- Only inground, professionally installed pools are permitted.
- Pool enclosures are to be mildew free with screens in good repair.

### **Temporary Structures**

- *Article VII Section 7 No structure of a temporary character shall be placed upon the properties at any time; provided however this prohibition shall not apply to temporary shelters used by a contractor during the construction or repair of the improvements upon the properties. Such temporary structures may not, at any time, be used as residences or permitted to remain on the said property after completion of construction or repairs.*
- Temporary storage containers such as a POD or dumpster utilized for construction purposes may be permitted for a maximum of 2 weeks without ARC approval. Greater lengths of time will require ARC approval.

## **Tool Sheds**

- Tool Sheds are permitted with ARC approval within the following guidelines:
  - One (1) shed defined as a prefabricated Rubbermaid-type storage units, six (6) feet or less in height per lot will be permitted. Example below:



- Metal or wood sheds are not allowed.
- Efforts should be made to screen the tool shed from view from adjoining properties and the street.
- Sheds must be behind a six (6) foot privacy fence and must be located in the rear or side yard.
- Sheds shall not, under any circumstances, be used as a living space.
- Sheds shall be used for the storage of lawn mowers, garden implements, bicycles, and other common household commodities.
- Sheds may be located only within the building setback lines and must be in the backyard.
- Sheds, shall not exceed 120 square feet of roof area. Maximum height shall not exceed six (6) feet.
- Storage containers of less than 16 square feet and placed against the house are permitted with ARC approval, as long as they are behind the property fence line.
- Sheds shall include a solid floor of a suitable building material. No dirt or gravel floors will be permitted.
- A suitable barrier must be in place to prevent burrowing animals from making a habitat under the shed. No exposed space under the shed will be permitted.

- All sheds must have a door that latches. Shed doors should be kept closed and latched when not in use.
- Any utilities servicing the shed must be underground. No above ground utilities of any type will be permitted. Exterior lighting (if installed) shall not exceed one 75-watt light bulb enclosed in a permanent fixture attached to the shed. Efforts must be taken to shield neighbors from light overrun.
- Property owners are responsible for the maintenance of all structures on their property, including the shed and any landscaping included, and approved, in the initial request.
- No items may be stored outside of, or attached to the outside of, the shed.
- The structure must be maintained in original condition. The Association retains the right to determine when the shed must be repaired or removed due to deterioration.
- Main color and accent colors should match the house, if possible. Neutral colors such as off-white and tan are also acceptable. Colors should be non-reflective.

### **Trailers**

- *Article VII Section 5 No house or travel trailer, camper, boat or boat trailer, tent, barn or other similar outbuilding or structure shall be placed on the properties at any time, either temporarily or permanently, without the express written consent of the association.*

### **Vehicle Parking**

- Any vehicle temporarily parked in the street shall be parked pointing in the direction of traffic-flow.
- No vehicles shall be parked in such a manner that they either partially or completely obstruct the sidewalk-portion of a driveway.
- No vehicles shall be parked on any lawn or grassy area.
- All parked vehicles must have a license plate and current registration decal.
- No non-operating or non-functioning vehicle of any kind shall be permitted to be parked in the yard, in the driveway of any lot, or on any street in the property.
- No stripped, unsightly, offensive, wrecked, junked, or dismantled vehicles or portions thereof, shall be parked, stored, or located upon any lot at any time.
- Vehicles leaking oil should be removed from the property immediately.
- Commercial vehicles
  - Shall not be parked in driveways or in the street; except when the operator of the vehicle is performing services at the residence.



- Commercial vehicles of any kind are not allowed to be parked overnight in driveways or on the street.
- Definition of commercial vehicle: Vehicles such as commercial van, pickup truck or other utility vehicle that is utilized for a commercial venture. These vehicles may have commercial signage displayed advertising a business or contain racks for the conveyance of construction materials or ladders.
- EXCEPTION: First responders including utility company.

### **Vehicles and Repair**

- *Article VII Section 13 No inoperative cars, trucks, trailers or other types of vehicles shall be allowed to remain on the properties for a period in excess of forty-eight (48) hours. There shall be no major repair performed on any motor vehicle on the properties. All vehicles shall have current license plates.*
- Repairing of personally owned cars in the driveway is to be held to minimum.
- No car shall be left jacked up in the driveway in excess of forty-eight (48) hours. The repairing of cars not personally owned is not allowed.

### **Window Air Conditioning Units**

- *Article VII Section 11 No window air conditioning units shall be permitted on the properties.*
- This includes through-the-wall air conditioning units.

### **Window Frames and Screening**

- Replacement windows require ARC approval.
- All windows shall be of the same type for the entire house.
- Pool screen enclosures must be maintained free of mildew and debris.