



Lake Sawyer South Community Assn.

Architectural Guidelines



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Any questions regarding these guidelines, procedures or the application process should be directed to:
Leland Management Architectural Department

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This document is designed to complement the Lake Sawyer South Community Association Declaration of Covenants, Conditions, Easements and Restrictions (inclusive of amendments). Where applicable, exact wording of the Covenants is used or paraphrased to avoid conflict and ambiguity. Where applicable, the specific article and section will be referenced.

Purpose and Establishment of the ARB (Art. IX, Sect. 2 and 6)

The Declaration of Covenants directs that the Board of Directors appoint and maintain an Architectural Review Board (ARB) consisting of at least three members. The purpose of the ARB is to exercise the right, privilege and authority to review, approve and control the design, placement, construction, erection and installation of buildings, structures and other improvements upon the Lots, Blocks and Common Property. As such, the ARB has the authority to promulgate procedures, rules and regulations (including but not limited to the Architectural Guidelines) for this purpose. Ultimately, the ARB is purposed to preserve/retain the aesthetics of the community and property values.

ARB Guidelines

These guidelines are to act as a tool for Owners to familiarize themselves with the standards set forth by the ARB for specific improvements to properties. The guidelines are purposefully broad and specific where required, but by no means encompass every possible item that may be submitted for consideration. Also, unless specifically stated otherwise, they do not constitute approval for modifications simply because the modifications adhere to the guidelines. Owners are still required to follow the application procedures in the following sections. These guidelines are subject to modification by the ARB at any time.

Discretion of the ARB

Per the Declaration of Covenants ARB refusal to approve modifications, plans, specifications, etc. based purely on aesthetic grounds is the sole discretion of the ARB and is deemed sufficient. Any change in the exterior appearance of any building, wall, fencing or other structure or improvements, and any substantial change in the appearance of the landscaping shall be deemed an alteration requiring approval. The ARB will endeavor to act on applications within thirty-days (30) after receipt, but its failure to do so does not mean that the application is approved.

Under the provisions of the Articles of Declaration and Covenants the ARB is authorized to deviate from or grant exceptions to these guidelines if it deems it necessary. Examples include but are not limited to health or medical considerations, safety concerns, or orientation of the lot or home etc. In these rare cases, the ARB will note the reason for deviation or exception in the meeting minutes.

Application Process

Application Procedure

(NOTE: Some improvements/modifications are annotated in these guidelines as NOT requiring ARB approval. In these cases, the Application Process is not required, however, the Owner is responsible for following all published guidelines regarding the improvement or modification as described in these guidelines and the restrictive covenants of the Association. Any deviation requires use of the full application process.)

1. Please fill out the application as completely as possible. A copy can be found in the Appendix to this manual. Applications can only be filled out and submitted by the property Owner or duly acknowledged representative, such as a property management company, who is on file with the current Association management company.
2. For improvements on the Lot please include a copy of the Lot survey and clearly mark where the modification is to take place.
3. Include color pictures of the product(s) to be used or website addresses where they can be found. Include paint chips or color specs for any products or paint intended for use on the exterior of the home. Include architectural drawings as applicable.
4. Email the package to the Community Association Manager using the email address on the application. The most current information is published on the community website: lakesawyersouth.com. As of the publishing of these guidelines, the email address is arb@lelandmanagement.com. Complete applications and all supporting information will then be forwarded to the ARB members.
5. The ARB retains the right to deny incomplete applications.

Review

The ARB endeavors to review all applications on a monthly basis. Monthly meetings are posted within the community and also at lakesawyersouth.com. Applications may be delayed for review if they (1) are incomplete or (2) filled less than 5 days before the meeting resulting in members unable to properly review the application and/or visit the property. The ARB encourages applicants to attend the meeting to provide answers or clarifications should questions arise with regards to your application.

Types of Decisions

The ARB will review complete applications and render final decisions during the monthly ARB Meeting. Decisions are final and applicants will receive written notification with one of three determinations:

1. **Approved as submitted** - The project has been approved as submitted.
2. **Approved with conditions** - The project may proceed but must comply with any modifications or requirements stipulated by the ARB. Conditions will be minor alterations to plans to comply with these guidelines or administrative requirements (i.e. attaining permission from the Board of Directors for access to common areas). Conditions are binding and must be followed.
3. **Disapproved** - Project may not proceed. Owner may revise the project and submit a new application.

Note: The ARB reserves the right to table any application until the next meeting if it feels there is not enough information to render a proper decision.

Appeal of an Architectural Review Board Decision

An appeal may be made to the Lake Sawyer South Board of Directors only if an applicant asserts: (a) proper procedures were not followed during the administration and review process, (b) there is an ambiguity within the guidelines, or (c) there is conflict between these guidelines and another governing document, code or statute. **All appeals must be submitted in writing to the Community Association Manager within 30 days of the applicant receiving the ARB decision notice.** Appeals must be specific as to why the ARB decision is being challenged. A formal hearing will occur during the next regularly scheduled Board of Directors meeting, whether or not the Owner is present. **Decisions by the Board of Directors will be final.** No further appeal will be considered.

Changes to Approved Applications

All modifications must be substantially completed in accordance with the approved application. Changes to applications or design documents must receive prior written approval of the ARB, whether such changes are desired by the Applicant or required by the requisite building department, utility companies or governmental authorities with jurisdiction over such improvements.

Architectural Control (Art. IX, Sect. 7-8 and Art. X, Sect. 5)

Inspections

Periodic inspections shall be made by a representative of the ARB, BOD or Management Company during or after completion of the requested modifications to determine compliance with applications and Architectural Guidelines. Owners are required to provide reasonable access and cooperate fully with members of the ARB and its representatives.

Violations

Violations of the Declaration of Covenants or Architectural Guidelines will be enforced per policy set forth by the Board of Directors. Failure to obtain prior written approval of the ARB for any modification, unless specifically excluded in these guidelines, can incur result in a cease work determination, additional costs to modify or completely reverse the modification. These costs are the solely the responsibility of the Owner.

Community Property (Access and Damage)

Access to or through any property owned or maintained by the Association, Orange County or another third party (including but not limited to the bike path, pond easements, green spaces, etc.) to facilitate any Owner improvement requires approval prior to commencement of work from the appropriate authority. Approval of an application by the ARB does not fulfill this requirement and any liability rests solely with the applicant. The Board of Directors may require a security deposit for access through property owned by the Association.

Lot Owners shall be solely responsible for the cost and repair or replacement of any improvements in Common Areas damaged or destroyed by Lot Owner or Lot Owner's agents, employees, contractors, subcontractors or suppliers. Lot Owners are responsible for the cost and expense for any repairs or replacement that may be required to restore improvements to their original condition within ten (10) days of the occurrence of any such damage. Affected improvements include, but are not limited to, damage to utilities, infrastructure, trees and other landscaping, drainage improvements and facilities, erosion control devices, vertical improvements, streetlights, signage, rights-of-way, sidewalks, curbs and roadways. In the event the Lot Owner fails to complete necessary repairs within the ten (10) day period, the Association shall have the right, but not the obligation, to affect such repairs at the Lot Owner's cost and expense.

Easements

Drainage, utility, irrigation, maintenance, conservation or other types of easements may be located on portions of Lots within the community as noted on Plat and survey drawings. Such easements may affect site work, the location of construction, and the installation of landscape material, patio decks, walkways, fences, walls and other improvements. Within these easements, no improvement shall be installed, or alteration made to the drainage system without approval of the ARB and, if applicable, the Association, affected public utility companies, and governmental authorities with jurisdiction over such easements.

Removal and Restoration of Improvements in Easements

If any Lot Owner constructs any improvements or installs landscaping within easement areas, the Lot Owner shall remove at Lot Owner's expense the improvements or landscape items upon written request of the Association or the grantee of the easement. If the Owner fails to promptly remove improvements or landscaping, the Developer, the Association, or the grantee of the easement may enter on the Lot and remove the improvements or landscaping at the expense of the Owner, who shall reimburse the cost of removal within fifteen (15) days of demand. The party removing the improvements or landscaping shall not be liable any damage caused by the removal and shall not be required to restore any portion of the Lot damaged by the removal.

Jurisdictional Wetlands, Upland Buffers, Restricted Habitats and Conservation Areas

Lot Owners shall not alter, fill, dredge, place sod, excavate or perform similar activities on any portion of a Lot or adjacent areas which contain jurisdictional wetlands, upland buffers, restricted habitats or conservation areas without first obtaining approval of the ARB and subsequently securing authorization or exemption from the requirements of requisite governmental authorities.

Lake / Littoral Areas

Lot Owners shall not remove native vegetation (including cattails) that becomes established within the wet retention ponds abutting a Lot. Removal includes dredging, the application of herbicide, cutting and the introduction of grass carp.

Grading and Drainage

The installation of improvements on a Lot shall conform to the Surface Water and Storm Water Management System for the community. No changes are permitted which modify the flow or drainage of surface water, except as approved in writing by the ARB and the requisite governmental authorities. Drainage of individual Lots must be planned to provide positive drainage away from the structure without adversely affecting Conservation Areas, Common Areas or neighboring Lots.

Townhomes (Art. X, Sect. 14)

In order to maintain uniformity and neatness in the townhome area each application received for a townhome will be reviewed based on its compatibility with the architectural characteristics of the townhomes and neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details. With certain exceptions, the Association is responsible for maintaining the exterior portions of the townhomes. As such, most alterations will not be considered. These include but are not limited to landscaping, paint, structural modifications, etc.

House Exterior (Art. X)

Exterior Wall Finishes and Materials

The exterior wall finishes listed below are "permitted" or "not permitted", subject to overall design approval.

Permitted

- Stucco with a knock-down finish
- Stone [natural, manufactured or cast]
- Fiber or cement board siding

Not Permitted

- Aluminum siding
- Shingle siding
- Plywood or wood laminate siding
- Exposed concrete block
- Decorative concrete block
- Brick or brick veneer
- Vinyl siding

Exterior Painting

Owners must select from the approved color(s) and indicate using a diagram or picture of the home where colors will be applied. Our Association currently uses color wheels with many different body, trim, and door/shutter colors. There are no set schemes, but the ARB will approve color combinations based on how they complement each other on the home and within the community. The ARB may have the palate maintained by a third party (i.e. Sherwin-Williams). Go to www.lakesawyersouth.com for details. Paint schemes cannot substantially match those on neighboring homes. This provision applies to all exterior colors including exterior walls, trim and accents. The ARB retains the right to update or completely change how schemes are selected or to publish exact color combinations in the future.

Colors may be added or removed by the ARB at any time. Residents may request to have a color added by submitting a Paint Addition Request to the ARB (See Appendix E). The ARB must officially approve all additions to the color palate at an official meeting before any application is considered for a new color.

Repaints using the exact same colors currently on the home, even if the colors are not part of the most recent list of approved colors, are acceptable but still require an ARB application.

Stone Colors

Stone for exterior walls, window and entry door trim or other use must be submitted for approval by the ARB. Stone colors must complement the overall color scheme of the home and will be evaluated by the ARB.

Windows

White ~~opaque~~ are permitted for aluminum or vinyl window and glass sliding door frames. Glass must be clear and free from frosting and accent designs including but not limited to stained glass or faux stained glass. Opaque materials may be used for bath areas. Glass block is not permitted on front elevations. Exceptions for stained glass, faux stained glass or other opaque materials in glass inserts on front doors or sidelights next to front doors will be considered on a case by case basis and require ARB approval.

Window Coverings

All windows that are visible from the street or dwellings on other Lots shall have window coverings that have a white or off-white backing or blend with the exterior color of the dwelling. Blinds or interior shutters should be white or a color that compliments the exterior colors of the house. No reflective materials or paints are to be used. Paper, tin foil, bed sheets, tape, etc. are prohibited.

NOTE: Any change to the exterior of any property requires approval unless stated otherwise.

Window Film

Film with highly reflective or mirrored properties is not allowed on any Structure. Light grey and light bronze tinting and film are permitted. All tint colors must be approved by the ARB.

Shutters

Exterior Decorative shutters are permitted provided such details are consistent with the architectural theme and exterior colors of the Structure. Shutters must be fixed and mounted to one or both sides of a window. Shutters must be made from polyvinyl, formed synthetics or other comparable standard industry materials. Permanent shutters including but not limited to, accordion, roll down or Bahama shutters are not permitted.

Hurricane Shutters

Temporary hurricane or storm shutters may be used but shall not be stored on the exterior of any home. Installation is permitted upon issuance of a tropical storm or hurricane watch. Type of protective material is at the discretion of the Owner. Panels must be removed within five (5) days after a watch or warning is lifted. ARB approval for temporary installation is NOT required.

Storm/Screen Doors

Storm doors are reviewed on a per case basis. Glass will be clear with no kick plates no striping, frosting, etching or colored designs. Screens are allowed. Frame colors for these types of doors will be approved/considered by the ARB based on how it complements the home.

Allowed Fascia

Fascia shall be a minimum of six (6) inches on all elevations. The approved material is wood, cement board or a comparable industry standard substrate.

Soffits

Soffits will be white aluminum or painted to match the approved trim or body color.

Gutters and Downspouts

All gutters shall be aluminum or factory baked enamel over galvanized steel in the color of the fascia. Downspouts will be aluminum or galvanized steel and painted to match the color of the gutters or the color of the house. Decorative rain chains or similar items are at the discretion of the ARB.

Roofs (Art. X, Sect. 8)

Roofs shall have a pitch of 4/12. Flat roofs may be permitted on Florida rooms, porches, and patios. There shall be no flat roofs on the entire main body of an improvement. No built-up roofs will be permitted except on approved flat surfaces. The elevation, top view and related details shall be shown on plans submitted for approval by the ARB.

Shingles

Shingles shall be dimensional style matching builder installed style and color (Weathered wood). The approval of roof material types does not imply that all manufacturers and colors within a manufacturer's series are permitted. Cedar shakes and non-dimensional asphalt shingles are not permitted.

Skylights

Skylights may be installed on rear slopes only and not visible from the street or side yard of Corner Lots. Reflective glazing is not permitted.

Solar Collectors (Art. X, Sect. 26 and 34)

Florida Statute, Title XI Chapter 163.04 Energy devices based on renewable resources will guide the ARB actions of requests regarding solar panels/collectors.

A deed restriction, covenant, declaration, or similar binding agreement may not prohibit or have the effect of prohibiting solar collectors, clotheslines, or other energy devices based on renewable resources from being installed on buildings erected on the lots or parcels covered by the deed restriction, covenant, declaration, or binding agreement. A property owner may not be denied permission to install solar collectors or other energy devices by any entity granted the power or right in any deed restriction, covenant, declaration, or similar binding agreement to approve, forbid, control, or direct alteration of property with respect to residential dwellings and within the boundaries of a condominium unit. Such entity (ARB) may determine the specific location where solar collectors may be installed on the roof within an orientation to the south or within 45° east or west of due south if such determination does not impair the effective operation of the solar collectors.

The location and design details for solar collectors shall be submitted for Architectural Review. A solar collector shall not be installed on any Lot unless it is an integral and harmonious part of the architectural design of a roof structure. Solar collectors shall be located on a roof exposure shielded from view from the street, adjoining Lots and Common Areas to the maximum extent possible. Solar collectors shall be flush mounted and installed parallel to the plane of the roof. Under no circumstances may solar collectors extend above the ridgeline of a roof.

Townhomes

The location, type, and design of solar equipment must be approved by the ARB. The ARB can determine the specific location where the solar collectors may be installed on the roof within the guidelines above.

Homeowner is responsible for any roof repair/replacement costs incurred due to damage caused during installation as well as costs incurred due to improper or poor installation of any solar equipment. The Association may remove the solar panels to repair or replace the Townhome roofs. The cost of such removal is the responsibility of the current homeowner. Additionally, the Association is not responsible for replacing the solar panels after completing its roof work.

Porches (Art. X, Sect. 40)

This section is intended for porches, under truss, that were part of the original structure design.

Front Porches

Front porches may not be enclosed with screen, glass or any other materials which would serve to enclose the area. Porch railings not taller than 4' are allowed. Porch floors are generally painted. Changes to the surface using tile, pavers or other materials require approval. The style, material, color and type of any railing or any floor material is subject to ARB approval.

Rear Porches

Rear porches/lanais may be screened in with bronze aluminum frame and charcoal or black screen material. Porch surface may be modified with ARB approval. See Screened Enclosures section.

Driveway / Sidewalks (Art. X, Sect. 10)

Driveways and entryway sidewalks may not be modified from their existing design or material without ARB approval. Sidewalks between the property line and easements are the property of Orange County, FL and must remain concrete. Damaged sidewalks should be reported to the county for repair.

Garages

Garage doors may not be screened in using permanent or moving panels. Use of any visible vent or fan system requires ARB approval. Screen systems that are used to temporarily screen the garage space while the door is open are permitted but shall not serve to replace the door or be visible when the door is closed.

Satellite Dishes – Antennas (Art. X, Sect. 23)

No exterior antennas and no citizen band or short-wave antennas in excess of eighteen inches (18") in diameter shall be permitted on any Lot or improvement. The FCC permits satellite dishes to be up to one meter (1m) in diameter. The location of any satellite dish or antenna must be approved by the ARB, which may require screening. Satellite dishes/antennas should be installed in the least obtrusive location where a signal can be received.

House Numbers, Family Names and Related Symbols

The original size, color, design and location of house numbers vary throughout the community and are dependent upon phase of construction. The original style and location should be maintained to the maximum extent possible. Shrubs and trees shall be properly pruned, and house numbers maintained so they can be seen from the street. Changing the original style and location of house numbers requires ARB approval.

Coats of arms, crests, insignias, medallions, nameplates, etc. are permitted only on porches and may not be added as a permanent part of the structure. The size and color of these items should complement the home and not present an obvious or obnoxious distraction. Murals of any size are not permitted. Additional house numbers are authorized provided as long as they do not exceed five (5) inches in height. ARB approval is not required for items addressed in this paragraph.

Mailboxes (Art. X, Sect. 16)

Mailboxes being replaced or needing new numbers should use the information at <https://www.lakesawyersouth.com/architectural-guidelines/> to obtain parts from the approved community vendor. Placement mailboxes must be the same as originally installed on your home. Owners are responsible for maintenance. When re-painting, Owners must use the original gloss black for the box, door and post, and red for the flag. ARB approval is NOT required to maintain the mailbox. No other emblems, symbols, designs etc. may be displayed. No other receptacles, including but not limited to, newspapers or other printed material may be installed.

NOTE: Any change to the exterior of any property requires approval unless stated otherwise.

Lightning Protection

Lightning protection must be approved by the ARB. It is recommended that contractor is UL listed and LPI certified.

Signs (Art. X, Sect. 41, See Amendment)

For sale, for rent or lease signs must be the community approved size, style and color. Owners should contact the **Association Manager** to obtain an approved sign and directions for its placement.

Signs identifying contractors performing construction work or making improvements on Lots may be displayed but only for the duration of actual construction. All contractor signs must display a contact phone number. One election sign per Lot may be displayed for one week prior to and one day after Election Day.

Signs will not be displayed in windows for any purpose. Signs or other visible displays that depict profanity or any other type of offensive or inappropriate pictures or language, as solely determined by the Association, are prohibited. ARB approval is NOT required prior to placing signs. Signs representing special occasions (graduation, birthdays, babies) may be displayed for no more than 14 days.

Pools, Spas, Screen Enclosures and Decks (Art. X, Sect. 36 and 40)

Pools

Only in-ground pools are permitted with the exception of small baby pools less than 5' in diameter. Baby pools must be drained and stored inside a structure when not in use. In ground pools may only be located in the rear yard and must not extend beyond the sides of the house. Material can be either poured cement or decorative paver that compliments the house colors. Material and color must be approved by the ARB. All spa and pool equipment stored on any Lot shall be screened from view from outside the Lot. Pools with associated solar equipment shall also comply with the applicable parts of the Solar Collectors section of these guidelines.

Portable Spas

Spas are permitted if located on the rear porch or deck. Spas must not be visible from any street or common area and location approved by the ARB.

Screen Enclosures for Pools, Spas, and Rear Decks

Subject to easements, setbacks and site drainage requirements, screen enclosures may be used to enclose the sides and overhead of an open patio or pool deck. Screen enclosures must fit behind the house and may not extend any closer to the side Lot line than the exterior wall of the structure. Screen enclosures shall be attached to and integrated with the structure. No flat roofs are permitted on screen enclosures. The roof of screen enclosures may not be covered with corrugated fiberglass panels, canvas, vinyl, fabric, aluminum pan roof panels or similar materials. Only bronze aluminum screen frames are permitted. Screen material shall be black or charcoal.

Screen enclosures may not be higher than the ridgeline of the roof on any 1-story home. For 2-story homes, the height of screen enclosures may not exceed 75 percent of the combined wall plate heights of the first and second story. Homes encompassing a combination of 1- and 2-story elements will be evaluated on a case-by-case basis by the ARB.

Water Softeners and Whole House Filters

Placement must be approved by the ARB if outside the home and they must be screened from view. These units are not allowed in the front yard of single-family dwellings or in the front or side of townhomes.

NOTE: Any change to the exterior of any property requires approval unless stated otherwise.

Air Conditioners, Screening Equipment and Reflective Materials (Art. X, Sect. 22)

No air conditioning units may be mounted through windows or walls. No building shall have any aluminum foil or other reflective material placed in any window or glass door unless specifically approved by the ARB for conservation purposes. All air conditioning units, liquid propane tanks, pool pumps and other equipment must be screened from view with material and in a manner approved by the ARB.

Fencing (Art. X, Sect.12, See Amendment)

No wall or fence shall be constructed on any Lot until its height, location, design, type, color composition and material, including posts and post caps have been approved by the ARB. Wood and chain link fences are prohibited. Fences shall not enclose any existing utility boxes. *If fences are approved within an easement of record, the Owner shall be responsible for the prompt removal and replacement of any such improvements and related landscaping as may be required for access by the Association or easement grantee.*

Standard

No wall or fence shall be constructed with a height of less than four feet (4') or more than six feet (6') above ground level of an adjoining Lot, and no hedge or shrubbery abutting the Lot boundary line shall be permitted with a height of more than six feet (6') without ARB approval. Except for corner Lots, privacy fences shall run along the side and rear property lines. Partial enclosures are not allowed (i.e. fences enclosing only the porch, swimming pool, spa, etc.) Fences of different heights on adjoining Lots shall be transitioned over a in a ramp-like manner. All utility boxes, meters and equipment that may require access by technicians performing routine maintenance, readings or upgrades must be kept outside the fence.

Gates

Fence gates may be no wider than 5 ½ feet. Only one gate is permitted per side of fence. A gate is a single panel that is hinged on one side only. Double gates are not permitted.

Corner Lots

Orange County, FL requires that when the rear of the corner Lot abuts the side of an adjacent Lot, there must be a site triangle measuring 15' x 15'. This is formed by measuring 15' from the sidewalk along the rear property line and placing a stake, then measuring along the inside of the sidewalk 15' from the rear property line and placing a second stake. A string connecting these two stakes creates a line that the fence must follow. Because of safety issues, all corner Lots need to be coordinated closely with the ARB for placement to insure visibility for pedestrians and vehicles.

Setback

Setbacks shall be determined on a case-by-case basis by the ARB but generally be fifteen feet (15') behind the front of the house or garage.

Landscaping for Single Family Dwellings (Art. X, Sect. 13)

Landscape Design and Approval

Except for annuals and perennials, installation and removal of landscaping shall be subject to the prior approval of the ARB. All landscaping must be neat, well kept and complement the house and property as a whole. All Lots must be landscaped to fulfill the original minimum design requirements in Article X, Section 13 of the Covenants.

Landscaping of Easements

Area between sidewalk and curb shall remain sod and may not be replaced with ground cover, mulch, stone, pavers, concrete, etc. No shrubs or hedges may be in this area. Owners of Lots shall be responsible, at the Lot Owner's expense, for the prompt removal and subsequent replacement of any landscape improvements within easements as may be required for access, installation and maintenance of utilities or other purposes. Plantings are not permitted in easements that will prevent maintenance of utilities or impede drainage. For the Pulte side of the development the magnolia or oak tree planted in this area is not be removed from the street side easement unless to replace a dead tree of the same type. For the Enclave side of the development one tree may be installed in the street side easement and must be a crepe myrtle or other approved tree. Corner Lots will be considered on a case-by-case basis. For the trees described above a mulch ring not to exceed 3' in diameter may be installed. Flowers may be planted in the mulch ring but may not exceed 12" in height. No landscape edging or borders may be used in this area.

NOTE: Homeowners are required to maintain all trees and keep landscaping on their property and the easements on the immediate front or side of the home from overgrowing and obstructing the sidewalk or street. Trees and shrubs will be trimmed as to not encroach laterally upon sidewalks or streets. Tree canopies shall be trimmed to a minimum clearance of six (6') feet above sidewalks and ten (10') feet above streets.

Prohibited Landscape Materials (See also Appendix F)

No invasive plants or trees are allowed. Plants not permitted include but are not limited to:

Common Names

Arbor Vitae	Chinese Tallow
Australian Pine	Eucalyptus Species
Brazilian Pepper	French Mulberry
Bamboo	Jacaranda
Chinaberry	Mimosa
Peltophorum	Eucalyptus Species
Punk Trees	Morus Alba

Botanical Names

Thuja Orientalis	Jacaranda Mimosifolia
Casuarina Spp.	Albiza Spp.
Schinus Spp.	Peltophorum Pierocarpum
Meloa Acedarach	Melaleuca Spp.
Sapium Sebiferum	

Removal of Existing Trees

To the extent reasonably practical, the clearing of mature trees on Lots shall be limited to areas required to accommodate the structure and its normal and customary accessories, open yard areas and those limited areas required to permit utility services and driveways.

Planters and Decorative Walls

Planters and decorative walls may be permitted in rear yard on a limited basis for landscape purposes and to define walks or outdoor spaces. They must remain 5'-0" from the side Lot line and be no taller than 30".

Containers and Flowerpots, Decorative Embellishments

Planted pots and containers that are visible from the street should be limited in number, consistent in design and style and used to accentuate or enhance an entrance or a porch. Pots and containers must not be more than 24 inches in height and no more than 24 inches at their widest point and may not be placed on the lawn. If visible from the street, decorative enhancements that are in the yard such as birdfeeders, benches, sculptures, trellises, "garden art", etc., all require prior written permission from the ARB. In general, most items should not exceed 24 inches in height, should be of neutral finishes, and should not dominate the landscape. Items should blend in with the overall texture and theme of the architectural concept. Lattice work or trellises are not allowed in front or side yards. They may be used in rear yards upon approval of size and placement by the ARB. Fountains and water features must not exceed 24 inches in height and require ARB approval.

Borders

Landscape borders or curbing will be no higher than eight inches (8") and shall be made of a material designed for that use and approved by the ARB. Cement, stone or brick are preferred. Color should be of natural or earth tones that complement the colors of the house and should be uniform throughout the property. Curbing should remain at least one foot from sidewalk for safety. The area between the border and sidewalk shall be sodded, not mulched or filled with stone.

Annuals and Perennials

Annuals and perennials do NOT need ARB approval provided that they remain in the original flowerbed footprint. Plantings must not be invasive in nature and must be properly maintained.

Trees and Shrubs

Planting in existing beds, or additions of entire planting beds, as well as new landscaping related to after-the-fact additions such as pools require prior written approval of the ARB.

Vegetable Gardens

Vegetable gardening is prohibited in the front or side yard. Vegetable gardens in the rear yard must be neatly kept and pest controlled. ARB may require screening of gardens.

Mulch

All landscape beds shall be top-dressed with 3 inches of Grade "A" cedar, eucalyptus or pine bark mulch. Cypress mulch is not recommended. Natural river rock may be used in place of bark mulch. Minimum of one foot of sod should remain between mulch bed and sidewalk for safety reasons. Use of rubber mulch or shell-like materials is not permitted.

Landscaping Rocks/Boulders

The use of landscaping rocks as a design element for modifications requires approval of the ARB. Any such materials must be used in moderation. A minimum of one foot of sod should remain between flowerbeds and sidewalk for safety reasons. Use of shells is not permitted.

Sod

Approved sods are St. Augustine or Zoysia for all Lots in the community. No others are allowed. All portions of road rights-of-way and the Lot shall be sodded, except for conservation areas which are required to remain natural. Existing sodded areas may not be removed or replaced with mulch, stone, rock, gravel, crushed brick or similar materials without written approval of the ARB. A minimum of one foot of sod should remain between flowerbeds and the sidewalk for safety reasons.

Utility Equipment

All utility company boxes and transformers are set within road rights-of-way or easements. Grading around these items must ensure positive drainage. Shrubs may be used to screen utility equipment but must not impede access of technicians. Privacy fences shall not enclose any utility boxes or transformers.

Sight Distances at Intersections

No fence, wall, hedge, or plantings shall be placed inside the sight triangle for corner Lots or Lots that abut pedestrian trails. No trees shall be permitted unless the foliage line is maintained at a 6' or higher to prevent obstruction of sight triangles. Sight triangles are defined by measuring 15' X 15' down the two property lines that are adjacent to the two sidewalks on a corner Lot or sidewalk and property line shared with public areas. The third side of the triangle is found by connecting the two 15' X 15' markers described above. In the case that the rear of a corner Lot abuts the side of another Lot the sight triangle will apply to the rear of the corner Lot.

Outdoor Lighting

Owners of Lots adjacent to conservation tracts are responsible for ensuring that any outdoor lighting is directed toward the homes constructed thereon or toward other improvements, and away from designated habitats.

No exterior lighting will be permitted which, in the opinion of the ARB, would create a nuisance to adjoining Lots or excessive glare from the street. In the event lighting produces excessive glare or light spillage after installation, the Owner will be required to correct the situation by reducing the wattage of lamps, installing shields, or taking other measures as directed by the ARB. All architectural lighting must be attached to the structure. The maximum level of illumination shall not exceed a low to medium level of illumination to achieve a soft look or warm glow.

Holiday Decorations

Holiday lights and decorations may be displayed on a Lot for up to 30 days prior to a publicly observed holiday or religious observance and up to 30 days thereafter. ARB approval is NOT required for holiday decorations. The Association may require Homeowners removal of any decorations that it deems to be:

- Excessive in number, size or brightness
- Causing a dangerous condition or nuisance to the neighborhood
- Drawing excess traffic
- Considered inappropriate or offensive

Note: Decorations on townhomes may not extend past the front porch.

Landscape Lighting

Application must include a Lot map showing light locations and desired product applications. No lighting may be within 5' of side Lot lines. Small matte finish fixtures in black, brown or green fixtures may be used, the design of which is to blend in or disappear into the landscape. Ground lights, ground level spotlights and well lights may be used on a limited basis. Path lights, not exceeding 12" in height above grade, may be used on a limited basis to light walkways. Pagoda style lights must have diffusers with extended shields to reduce glare from the street.

Townhomes

The Lot Owner may not alter Townhome landscaping. Landscape lights, pathway lights, edgers, pots, planters, lawn ornaments or other decorative embellishments are not allowed. Containers and flowerpots must be kept on the front porch and may not impede the maintenance of existing landscaping.

Sheds and Detached Structures (Art. X, Sect. 29)

Freestanding structures including but not limited to tool sheds, green houses, detached garages for single family homes, pool houses, gazebos and detached enclosed living spaces are not allowed on any Lot. Pergolas and outdoor kitchens will be evaluated on a case-by-case basis.

Flags and Poles (Art. X, Sect. 33)

American flags are encouraged but must be displayed in a respectful way and shall be subject to the following guidelines as well as Title 36, United States Code, Chapter 10 and any local ordinances. ARB approval is NOT required unless erecting a freestanding pole.

Freestanding Flagpoles

Freestanding flagpoles may be no more than 20' in height and may not be erected within or on any easement. Poles may display one American Flag not larger than 4-1/2' by 6' and one additional flag the same size or smaller of: The State of Florida, United States Army, Navy, Air Force, Marines, Coast Guard or POW/MIA. No other flags may be displayed on freestanding poles. Flag material must be durable and able to withstand the elements or lowered during inclement weather. If flown after dusk it must be illuminated in a manner as to not intrude upon neighboring Lots. Flags must be kept in good condition or be replaced.

Anchored Poles

Flagpoles mounted to houses are limited to two 5' poles per house. No commercial, special interest groups or religious flags may be displayed.

Recreation Equipment (Art. X, Sect 25-28)

General

Prior to placement on any Lot, the location of any play structure, whether temporary or permanent, shall be approved by the ARB and in its sole discretion. This section covers all types of play equipment, including but not limited to swing sets, playhouses, play complexes, basketball goals, soccer goals, skateboard ramps, bike jumps, trampolines and tree houses. All items must be at least 10 feet from side and rear Lot lines. The ARB may require screening of play equipment by either landscaping or privacy fence.

Permanent Equipment

This section applies to equipment that is placed, erected, or built and will remain in place for extended periods of time. This includes but is not limited to tree swings, swing sets, playhouses, play complexes, etc. Colors should be natural earth tones when able and complement the home and surrounding environment. No play structure or equipment will exceed 12 feet in height above grade. Tree houses are not permitted anywhere within the community.

Temporary Equipment

This section applies to equipment that will be placed or erected for use not to exceed the duration of play. This includes but is not limited to soccer goals, skateboard ramps, bike jumps, etc. Temporary equipment may not at any time block the sidewalk, bike path or streets as to completely render any of these areas inaccessible to other residents. Also, equipment in these areas shall not be left unattended at any time. Other than portable trampolines, which are moved from view when not in use, trampolines intended to remain outside will be evaluated on a case-by case basis by the ARB.

Basketball Goals, Soccer Goals and Volleyball Nets (Art. X, Sect 27, See Amendment)

No equipment may be attached to any structure. Poles that are to be placed into the ground require ARB approval. Backboards, poles and nets shall be maintained in good condition, as judged solely by the Association. Nets will be made of nylon or similar material. Metal or chain nets are not permitted. Portable equipment shall not be placed within ten feet (10') of any sidewalk, street, walking/bike path or property line. Use of bricks, sandbags or other objects to secure portable equipment is prohibited. Equipment must be used properly and be able to stand on its own.

Responsibilities of Applicants and Lot Owners

The ARB and Lake Sawyer South Community Association, Inc. assumes no liability for any aspect of the modifications to completed homes, including, without limitation, the following obligations which are the sole responsibility of the Applicant or Lot Owner:

- Selection of licensed and insured builders and subcontractors.
- Quality of workmanship or materials provided by any builder or subcontractor.
- Compliance with ordinances, disability provisions, environmental regulations, building codes, safety requirements and product approvals.
- Suitability of surface and subsurface soil conditions, including radon.
- Water runoff and drainage control during construction or after completion of improvements.
- Accuracy of elevation grades, stakeouts, surveys and Lot grading plans.
- Permits or approvals required by the requisite building department and any government authority with jurisdiction over the Lot or Property.
- Completeness or adequacy of design documents submitted by an Applicant.
- Determination of structural, mechanical, electrical or fire/safety adequacy as well as code compliance or other technical aspects of proposed designs and construction materials/methods.
- Compliance with the Architectural Guidelines, the Declaration of Covenants, Conditions, Easements, and Restrictions or any other documents governing the Association or property.

Limiting Conditions

The following limiting conditions shall apply to activities of the ARB and provisions of the Architectural Guidelines:

- The standards contained in the Architectural Guidelines set forth minimum requirements. If the Architectural Guidelines imposes a greater restriction than is imposed and required by zoning regulations, building codes or the requirements of governmental authorities with jurisdiction over a Lot or the Property, the standards in the Architectural Guidelines shall control. In the event zoning regulations, building codes or the requirements of governmental authorities require greater restrictions than are imposed by the Architectural Guidelines, the more stringent provisions shall control. If a conflict results between the Declaration and the Architectural Guidelines, the provisions of the Declaration shall control anything to the contrary.
- Approval of applications or design documents by the ARB shall not be construed as meeting the requirements of applicable zoning and building codes or the requirements of governmental authorities with jurisdiction over the Property or any Lot located therein.
- Approval of applications or design documents by the ARB shall not impose any responsibility on the ARB for the safety, design, engineering or construction of improvements. The scope of any review and approval by the ARB shall be limited solely to whether the plans meet certain requirements and standards relating to aesthetics, and the harmony and compatibility of the proposed improvements on Applicant's Lot with other improvements to be constructed within the community.
- The Architectural Guidelines are subject to change by the Architectural Review Board without prior notice. Applicants should contact the Community Association Manager to ascertain what changes, if any, may affect proposed plans for the modifications to existing homes prior to undertaking preliminary or final designs.

Policies and procedures

In addition to the above provisions, the following policies and procedures apply to modifications:

- Modifications must be approved by the ARB prior to the commencement of work. Improvements shown on an Application shall comply with the provisions and standards contained in the Architectural Guidelines.
- Modifications must be consistent with the architectural style, materials and finishes of the existing home, and compatible with other homes in the neighborhood. Views from the street, adjoining properties, and Common Areas will be taken into consideration with regard to the approval of modifications.
- At the option of the ARB, comments on proposed modifications may be solicited from other Lot Owners. The ARB may, but is not obligated to, take into consideration the comments of others before rendering a decision on an Application.
- Lot Owners are solely responsible for selecting licensed and insured contractors to perform modifications.
- Appropriate permits (if applicable) must be secured from requisite governmental authorities prior to the commencement of modifications.
- The ARB, via the Association, may issue a **stop work order to the responsible homeowner** in the event modifications are commenced without approval of the ARB or in violation of modifications as approved by the ARB. Building and trade contractors will not be permitted access to the community for the purpose of performing additional work on a Lot for which a stop work order has been issued.
- In the event modifications are performed without approval, the Association may require, at the expense of the Applicant or Lot Owner, the following: (a) immediate submission of an application to request approval and confirm compliance (b) the timely removal of such modifications and the restoration of existing improvements, or (c) the timely completion of remedial work to bring such modifications into compliance with the Architectural Guidelines.
- All modifications must be completed within the time limit agreed to on the Application unless an extension of time is approved by the ARB.
- Upon completion of modifications, the ARB may conduct (but shall not be obligated to conduct) a final inspection to determine if all improvements, including landscaping, have been completed in accordance with the Application and Design Documents. Applicants are obligated to take remedial action as required by the Association to bring violations into compliance.

Appendices

Appendix A – ARB Application

LAKE SAWYER SOUTH HOMEOWNERS ASSOCIATION, INC.

ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION

MAIL APPLICATION TO: 6972 LAKE GLORIA BLVD, ORLANDO, FL 32809-3200

OFFICE: (407) 781-1406 EMAIL: arb@jefandmanagement.com

Applications must be received no later than 5 days prior to the scheduled ARB meeting by e-mail or mail only. Faxed applications will not be processed. This is an authorization request for modifications.

Name _____ Email _____

Property Address _____

Mailing Address _____ City _____ State _____ Zip _____

Phone (s) Home _____ Work _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's ARB guidelines. Please reference the associated pages when requesting changes:

<http://www.lakesawyersouth.com/architectural-guidelines/>

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

() Exterior Paint (see <http://www.lakesawyersouth.com/architectural-guidelines/> for instructions and link to approved colors)

Please include SW # color code and name of paint color:

Body _____ Trim _____ Door _____

Garage Door _____ Accent _____ Other _____

() Swimming Pool (page 12) _____ fence _____ screen enclosure

() Landscaping (pages 14-17; 24-26)

() Patio (page 12) _____ paver _____ concrete _____ color

() Lawn Ornament (pages 17-18)

() Screen Enclosure (page 12) _____ 1 or 2 story home _____ screen color _____ frame color

() Lawn Replacement (page 18)

() Recreational Equipment (page 21) _____ trampoline _____ swing

() Fence (pages 13-14) _____ gate(s) _____ corner lot _____ fence style

() Other _____ (please reference the ARB guidelines as required)

() Solar Panels (page 10) _____ single family _____ townhome

Description of changes to be made:

Required Attachments:

- Photos and/or drawings indicating changes desired with samples of materials and/or colors
- Exterior paint changes must include a picture or drawing of the home's facade with indications where each color choice will go
- Fences, landscaping changes, patios, pools, etc. must include a survey with the desired changes accurately depicted
- Property survey, photo, drawing, etc. that shows the locations of proposed changes, renovation or addition

Appendix A – ARB Application (2)

Examples of Landscaping Survey and Legend: (Page 26 & 27)



I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS.

1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If the work has not commenced, you must reapply for ARB approval, contact Leland Management for more information. If the work is in progress, the ARB must be informed of the completion date.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and / or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Applications must be received at least **five (5) business days prior to the scheduled ARB meeting**, or it will be tabled for the next meeting.
8. Upon receipt Leland Management, Inc. will forward the ARB Application to the Association. I will be notified in writing when a decision is finalized on my application.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THE ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS. APPLICATIONS SUBMITTED WITHOUT SURVEY, COLOR SAMPLES OR MATERIAL INFORMATION WILL BE CONSIDERED INCOMPLETE. IF AN APPLICATION IS INCOMPLETE, IT MAY BE RETURNED WITHOUT ACTION.

Signature of Owner(s): _____ Date: _____

Do Not Write Below This Line

This Application is hereby: () Approved as Submitted () Approved with STIPULATION () Disapproved () Tabled for More Information () Returned Without Action

Date: _____ Signature: _____

Comments:

Date Received from Owner: _____ Mailed to Assn: _____ Mailed to Owner: _____

Appendix B Florida Friendly Landscape

Appendix B - Florida Friendly Landscape Alterations

Whether you are new or an experienced gardener, you will want to enjoy the experience of establishing a Florida Friendly environment in your landscape. So to begin please access these web sites below to see what is waiting for you!

Florida Friendly Landscape will ensure you enjoy the benefits of beautifying your yard, and saving natural resources and money. Florida Friendly landscape is, basic micro-irrigation techniques, environmentally safe pest control and plant disease management, maintenance and control of storm water run-off, water saving (money saving) tips, useful web site references, choices for landscape mulches, Florida native/adaptive plants and groundcovers for use in the home landscape, reference list and identification of Invasive plants (what NOT to put in the landscape) and how to attract the wonderful Florida wildlife into your yard!

Florida homeowners have many reasons to consider converting their existing residential landscape to a Florida-Friendly Landscape. Most importantly, a Florida-Friendly yard is an environmentally sound yard that conserves and protects Florida's waterways, soil, wildlife, and energy. Using the right plants in the right place can filter harmful storm water runoff, improve the landscape's soil, provide wildlife habitat, and create shade for energy efficiency in the home. Landscaping also adds beauty and creates pleasant outdoor living spaces to increase the value of residential property.

Increased use of strict irrigation ordinances in Florida is another reason many homeowners in the Sunshine State are choosing to use plants that are more appropriate for a Florida landscape. Florida-Friendly plants -- which include both native plants and adapted, non-native plants -- survive with little maintenance and thrive in the climate and soils of the state's varied regions. Use of these low-maintenance plants in residential landscapes reduces the need for water, fertilizer, and pesticides and also reduces the energy required for landscape maintenance, and SAVES YOU MONEY \$\$\$\$\$.

Creating a Florida-Friendly yard is not difficult, and such yards do not conform to any particular style. Instead, a Florida-Friendly yard is a type of landscape that is adaptable to many styles, and includes plant choices and design that follow the "right-plant/rightplace" principle, which entails locating plants in those areas of the landscape, that best meet the plants' requirements for growth.

Note: The above information includes excerpts taken from the Adopting a Florida-Friendly Landscape guide referenced in this document.

Reference and Educational Information

<http://floridayards.org/index.php>

Florida-Friendly Landscaping

<http://edis.ifas.ufl.edu/ep396>

For specific planning steps, including sample landscape diagrams to be submitted with your ARB Application, please refer to the Adopting a Florida-Friendly Landscape Guide.

<http://edis.ifas.ufl.edu/EP079>, <http://floridayards.org/> and <http://edis.ifas.ufl.edu/ep396>

Appendix D – Landscape Legend

Appendix D- Example of Landscaping Legend

LANDSCAPE LEGEND

LANDSCAPE DIAGRAM LOCATION N	PLANTS, SHRUBS, VINES, GROUND COVER AND TREES (Common Name and Botanical Name)	Sun requirements			Water Requirements			Tree Height
		Full	Partial	Shade	Wet	Moist	Drought	
A								
B								
C								
D								
E								
F								
G								
H								
I								
J								
K								
L								
M								
N								
O								
LIST VARIETY OF GRASS AND MULCH			GRASS TYPE-SEED, PLUGS OR SOO					
P								
Q								
R								
LIST NON LIVING MATERIALS- STEPPING STONES, PATH ROCK, CURBING, BED EDGING, FOUNTAINS, ETC...								
S								
T								

This application is required if:

You are creating new landscape configurations:

- a) New Beds
- b) Expanding existing beds
- c) Replacing lawn with different kind of grass (turf)
- d) Replacing lawn with new lawn plant material that provides the same function as grass (living plants)
- e) Adding new living materials to your landscape

Please list plants, shrubs, trees, mulch type, stone, etc., to be used in alteration. Submit drawing - include existing landscape beds and/or turf and proposed changes to beds and turf. Also include proposed irrigation changes. (See Sample Plan) Also attach a plot plan or survey.

The Florida Friendly Guide to Plant Selection and Landscape Design is a great resource to use. It includes pictures of the plants. Find the plant on the website below. List the name and page number.

http://fyn.ifas.ufl.edu/pdf/FYN_Plant_Selection_Guide_v090110.pdf

Appendix E – Paint Change Request

LAKE SAWYER SOUTH COMMUNITY ASSOCIATION, INC.

PAINT PALATE CHANGE REQUEST

6972 Lake Gloria Blvd., Orlando, FL 32809-3200

Office: 407-781-1406 Email: arbrulechange@gmail.com (MUST USE THIS EMAIL)

****This form is used to request that a paint color be added to or removed from the ARB approved color palate for the community. **Do not use this form to request paint for your home.** Use the ARB Application****

Owner Name _____ Email _____

Property Address _____

Mailing Address _____ City _____ State _____ Zip _____

Phone(s) Home _____ Cell _____

Type of Request: ADD COLOR _____ REMOVE COLOR _____

Paint Color Name _____ Paint Color Code (i.e. SW1234) _____
(Our community uses Sherwin-Williams colors only. Other paints will not be considered.)







Clearly state what color should be added or removed and why. Be specific (body color, trim, etc.). Do not submit general comments or proposals that are specific to a single property. If approved, the paint palate for the entire community will be changed.







FOR ADD REQUESTS: Provide a color sample below. If available attach photos of the color currently in use or provide a local address to aid the ARB in making a determination. Keep in mind that exotic and excessively vibrant colors are not the community standard.

(ATTACH SAMPLES HERE)

Signature of Owner _____ Date _____

Appendix F – Prohibited Landscape Materials

Type	Picture
Arborvitae (Thuja Orientalis)	
Australian Pine (Casuarina Spp)	
Brazilian Pepper (Schinus Spp)	
Bamboo	
Chinaberry (Meloia Acedarach)	
Chinese Tallow (Sapium Sebiferum)	

Type	Picture
Eucalyptus Species	
French Mulberry	 <p>French mulberry <i>Morus nigra</i></p>
Jacaranda (Jacaranda Mimosifolia)	
Mimosa (Albiza Spp)	
Peltophorum (Peltophorum Pierocarpum)	
Punk Trees (Melaleuca Spp)	

Type	Picture
White Mulberry (Morus Alba)	