

Old Mill Preserve Exterior Alteration Rules and Regulations

Listed below are the Approved Alterations that are allowed in accordance with the Supplemental Declaration of Covenants, Conditions, Restrictions and Easements for Old Mill Preserve. This listing is not all inclusive of all scenarios, but a guideline to be used for by your Architectural Control Committee in consideration of an exterior alteration application. These Standards are not meant to alter, override, or replace in any way the HOA Covenants, but to further explain the approved alteration standards the Board and ACC use to maintain the community standards.

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Please be aware of the following when submitting an exterior alteration application (FYI – Contractor estimates ARE NOT GENERALLY REQUIRED or WANTED):

Every alteration application **MUST INCLUDE THE FOLLOWING or app WILL NOT BE APPROVED:**

1. An exterior **APPLICATION** completely filled out and signed
2. A copy of your **LOT SURVEY** denoting the location, dimensions, materials, etc of your improvements.
3. Please include a as much information as possible on your **APPLICATION** and **LOT SURVEY**

IF POSSIBLE we prefer that you submit **ALL** pertinent info necessary to describe your exterior alteration on your **APPLICATION & LOT SURVEY ONLY**. In fact, for most applications we prefer that you **ONLY** submit your **APPLICATION** and **LOT SURVEY** with all necessary info depicted on that survey. **Please do not send fence company estimates** as most follow different formats, are usually sloppily written and hard to understand and generally **DO NOT** contain all of the info necessary to ensure compliance with our ACC rules. **It is the homeowner’s responsibility to properly depict exterior alterations on the APPLICATION & LOT SURVEY.**

FOR FENCES we’re looking for fence materials, locations (including setbacks – see below), heights.

FOR POOLS we’re looking for pool deck location(s), pool cage materials, color, location and height, pool equipment locations (and way to hide if visible to public/neighbors) and any other for anything visible to public/neighbors.

Although more documents may be required, such as a sketch/photos which indicate the size, color, and material used in the construction, your **APPLICATION & LOT SURVEY** denoting the location of your improvements **IS REQUIRED and application will not be approved if not included**. If more space is required, **please attach an additional sheet to this form**.

If your application **IS DENIED**, please make necessary changes, **RE-DATE** and resubmit all forms as one new application in **ONE PDF** file if possible.

***** The Board DOES NOT recommend hiring any contractors or setting any project start dates related to any exterior alteration application until you have an approved application.**

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Please realize that your Board of Directors and ACC members serve as **non-paid, volunteers**. They have employment, family and social commitments, other HOA related responsibilities and usually several other exterior alteration applications simultaneously under consideration. Please be considerate of their time and **please do not request special consideration** for your application. The Board is happy to answer any questions related to your application at any Board meeting in person.

PLEASE NOTE: There is no deadline by which the Board must approve or deny an exterior alteration application. Per our covenants, all applications that are **not approved within 30 days are simply considered denied.**

Please also bear in mind that sometimes exterior alteration applications **may take longer than 30 days to approve**. Technically these are deemed denied after 30 days but change to approved status once approved. If you have not heard on the status of your application after 30 days of submission, please contact Melrose management requesting an update.

Once approved, the homeowner has **60 days** to complete the alteration. Reasonable extensions can be approved upon request. If declined, the application will be returned to the Homeowner with an explanation. The homeowner has the right to appeal the application review to the HOA Board for final decision.

***** Any unapproved alterations may require the homeowner to return the alterations back to the original condition at owner expense.**

***** A copy of your lot survey (included in your home closing package) indicating all proposed alteration locations with dimensions, heights, colors and materials of the alteration must accompany ALL applications or the application will be an automatic denial.**

While not meant to be all-inclusive, the following items require ACC application to be submitted (Scroll to bottom for items that don't require application & non-permitted items):

Approvable Alterations

Approval Standards

Antenna/ Over the Air (OTA) OTA Antenna are permitted with the following conditions; Must be installed in the rear of the home, Cannot be visible from the street and can not pass the roofline of your home.

Driveway/Walkways/Curbs Alterations are not permitted, with the exception to the Landscaping Pavers permitted next to the driveway (see Driveway Landscape Pavers). In order to maintain the aesthetic look within the community, any repairs and maintenance should match the color as originally constructed. Aesthetic repairs and maintenance is the Homeowner's responsibilities. Periodic pressure washing to maintain aesthetics is the homeowner's responsibility, keeping the driveway/walkway free of oil, rust, dirt and mildew stains.

Entry Door Repair or Replacement Match existing style, color and design. Any changes will need approval. Description of door (color, windows, etc) must be on the application or application will be an automatic denial.

Fencing

A copy of your lot survey (included in your home closing package) indicating all proposed fence locations, height, color and material of the fence must accompany the application or the application will be an automatic denial.

Types/colors – 6 ft PVC Solid Privacy (White only), 4 ft PVC Picket (White only with 1 in. X 1 in. pickets) or 4 ft Wrought Iron/Aluminum (Black only). Wooden and chain-link fences are not permitted.

Height Limitations – Lots abutting a lake or retention area are not to exceed 4 FT around the entire lot. Lots not abutting a lake or retention area may not to exceed 6 FT.

Lots on Lakes /Ponds – If lot is abutting a lake or retention area, Wrought Iron Aluminum or White PVC Picket are allowed as not to impede view of lake or retention area.

Setback - No closer to street than 10ft rearward from the front corner of house, not including any columns supporting covered porches

Dog Runs - If any portion of a lot is to be fenced, at a minimum, the entire portion of the lot that lies rearward of the home must be fenced. Fencing of only one or both sides of the home will not be approved.

Fuel Storage -Onsite Onsite fuel storage is limited to portable, 5 gallon containers per our CCR's. This includes fuel storage for in-home generators or any other application. Applications for any onsite fuel storage larger than permitted will not be approvable.

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- Garage Doors** Must be overhead type, matching the garage door originally installed by the Developer.
- Gutters/Downspouts** It is the Homeowner's responsibility to remove and keep clear of debris all gutters attached to dwellings. Gutters and Downspouts must be white or match the color of existing fascia or lanai enclosure, and in conformance with community standards. Any alterations require ACC approval. Description of color and material of gutters/downspouts, and a copy of construction plans/surveys must be on the application or application will be an automatic denial.
- Hurricane Protection - Windows, Doors and Sliding Glass Doors** Must meet current Florida, Manatee County Hurricane Code and Standards. Hurricane protection may be put up one (1) week prior to the anticipated storm and be in use only during a storm. Hurricane Protection removal should be completed no later than one (1) week after the storm. Attachment devices must be same color as surrounding paint so as to be minimally visible from the neighboring property. Altering of the outside home structure is not permitted.
- Lanai Additions and Enclosures** Requires a building permit, must comply with setback requirements and building codes. Description of pavers, concrete, screen, color of birdcage, and a copy of construction plans/surveys must be on the application or application will be an automatic denial. Must conform to community standards; height not to exceed roof line, inclusion of lanai bed (around base of enclosure, 18 inches in width for lawn maintenance), color white or dark bronze only, sidewalls must be entirely screened to include entire wall height. Roof can be screen or covered. Covered roof must be insulated so as not to create a noise annoyance for neighboring property. Either Kick Plate, up to 18 inches in height, or Full-Length screens are permitted.
- Mailboxes and Posts** Alterations are not permitted. Wear and tear from normal usage is the Homeowners responsibility. Damage by other means is the Homeowner's responsibility. Repair/replacement needs to be coordinated with HOA and must conform to community style and color. Car polish can be used to maintain luster. Decals on mailboxes are not permitted. Balloons maybe attached but are not permitted to stay attached longer than a day.

No other items or signs are permitted to be attached to mailbox and post. Holiday decorations are permitted. Please see “**Holiday Decorations**”

Painting

The exterior of the Home is the Homeowners’ responsibility. Interim maintenance/touch-up may be completed by owner using the original home color. Except original home color, any other colors not chosen from the Approved Cal Atlantic 2016 Color Scheme for Old Mill Preserve on the homeowner portal on Melrose’s website under Community Forms & Documents will be an automatic denial.

Approved Home Colors

HOA will only approve paint applications for homeowners to paint any exterior portion of their home in the **original color scheme** of their home or homeowner may choose from one of the **paint schemes on the Approved Cal Atlantic 2016 Color Scheme for Old Mill Preserve** on the homeowner portal on Sunstate’s website under Community Forms & Documents on the homeowner portal on Sunstate’s website under Community Forms & Documents. No alterations to chosen scheme will be allowed.

Please Review the following rules/guidelines:

1. Homeowner must submit Alteration application prior to any exterior changes. On the application homeowner must state which scheme they have chosen or state if they are repainting their original color
2. Paint color **cannot be the same color scheme as the any home within (4) homes on either side** of submitter and both sides of street.
3. Only the **EXACT** paint codes on the scheme are approved
4. The **ENTIRE** scheme must be implemented.
5. Downspouts may be white or the color of the residence.
6. Any unapproved/incomplete exterior changes will need to be remediated by homeowner at their expense within 30 days of notice.

Pool & Jacuzzi

Pools & Jacuzzi installation must conform to Manatee County permitting rules, zoning, and regulations. Description of pavers, concrete, screen, color of birdcage, and a copy of construction plans/surveys must be on the application or application will be an automatic denial. Landscaping may be moved but recovery of plants moved is the Owner’s responsibility. Visual impact to surrounding properties must be minimal.

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Pumps, filters for Pools and Jacuzzis must be screened from the street and located so as not to cause a nuisance to neighbors. Propane tanks are not permitted.

Roof Repair/Replacement

Any roofing materials used to repair roof must match existing color, quality, style and materials.

Not that many people would do this, but because roofing colors are part of a home's paint scheme, if you are changing your roof color, you must choose a roof color from the Approved Cal Atlantic 2016 Color Scheme for Old Mill Preserve on the homeowner portal on Melrose's website under Community Forms & Documents and you must repaint the entire home to match the roof color on that paint Scheme, following the entire scheme for various items on the home.

Although tile and slate roofing materials are shown on the Old Mill Preserve approved paint schemes, **only asphalt roofing material will be approved**. Tile and slate roofs are not permitted in Old Mill Preserve unless you currently have that material.

Sheds

No outside storage units or structures permitted.

Solar Panels

Solar Panels are to lie flat with roof pitch and not to exceed height of roof peak. All non-absorbing parts must be painted to match the roof or background. Piping, wiring and colored devices must be hidden from view. No part of the equipment or attachments may be visible above the highest part of the roof or from the street.

Water Softeners

Not permitted to be installed outside the home (except as originally installed by the Developer), inside installation only. Must be installed in compliance with current City, County, and State codes. Water Softener discharge/backflow must drain directly into a sewer system.

Window Repair and Replacement

Must be equal to or exceed the quality and retain the style and color as originally installed by the Developer. Repair and replacements are at the expense of the Homeowner.

The following items do not require ACC application to be submitted:

Flag Poles - Fixed

Fixed Flag Poles must be mounted to the front of residence between garage door and outside wall facing the street or on any column if home. State and federal flag only are permitted

FL Statutes Title XL; CH 720; Section 720.304(2)(b) regulates flags which are flown from freestanding flagpoles. This law provides as follows:

1. Any homeowner may erect a freestanding flagpole **no more than 20 feet high** on any portion of their property, so long as the flagpole is not within or upon an easement and does not obstruct sightlines at intersections.
2. The homeowner may display from that flagpole:
 - a. One official United States flag, not larger than 4.5 feet by 6 feet in size, so long as it is flown in a respectful manner; and
 - b. One official State of Florida flag or one official flag representing the United States Army, Navy, Air Force, Marines or Coast Guard or a POW-MIA flag, so long as the one flag is displayed in a respectful manner and so long as the one flag is equal in size to or smaller than the United States flag.
3. The flagpole and display are also subject to all applicable building codes, zoning setbacks and other governmental regulations.
4. The flagpole and display are also subject to all setback and locational criteria contained in the HOA's governing documents.

As with Section 720.304(2)(a), the display of Armed Forces flags is not limited to certain holidays.

Flowers/Plants

Plantings in flowerbeds and in pots/containers are permitted. Pots and Containers must be maintained in good condition and be non-offensive to neighbors. Plants must remain fresh and dead plants must be removed. Pots allowed only in flower beddings along sidewalk and front door entrance. Potted plants/Flowers cannot be placed on sidewalks. Fake flowers/plants are not permitted in flower beds visible from street view. Flower beds must remain clear of overgrowth and weeds. Mulch and/or stones (lava rock or river rocks) are permitted.

Lighting (Exterior)

Sidewalk, shrub, back lighting, and holiday lighting is permitted

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Light poles installed in yard are not permitted. Other than holiday lighting, lighting must use bulbs neutral in color, such as soft white or amber. Spot and sensor lights for security purposes are allowed on the street, driveway, and backside of home. Lighting cannot be a nuisance to neighbors, ex. shining into neighboring windows or lanais. Holiday lighting can be installed 45 days prior to Holiday and removed no later than three (3) weeks following the Holiday.

Moving Pods

Moving Pods may be placed on a homeowner's driveway for the sole purpose of packing or unpacking of personal property for a period not to exceed 7 days. The pod must be placed in such a way as to not impede the driveway apron or sidewalk.

Plant Stands In ground, maximum six (6) feet in height, plants must be present and healthy. Stand must be removed when not in use. Stands must remain free of damage or signs of disintegration. Chain-link fencing is not permitted to be used as plant stands.

Security Cameras

Cameras for security purposes only are permitted. Camera casing must be white or black or match the color of the fascia and gutters.

While not meant to be all-inclusive, the following items ARE NOT permitted by the Old Mill Preserve Covenants.

- Alteration of original Developer window design
- Awnings of any kind
- Carports
- Conversions of garage to living area.
- Doghouse or other animal containment/housing structure in front of house or street view.
- Driveway extensions, expansions, alterations
- Exterior changes of home's structure
- Play equipment and children pools (permitted on enclosed lanais or fenced in yards only)
- Shutters, other than shutters designed for temporary hurricane protection.
- Sound devices that create nuisance for neighboring residents.
- Storage container/devices (small, closed, decorative storage cabinets permitted on enclosed lanais or fenced in yards only)
- Vehicle parts/equipment except in an enclosed garage area, hidden from view
- Vehicles that are inoperative
- Window air conditioning units visible from street view.

