

**Pinewoods Village of Melbourne Homeowners Association, Inc.  
1713 Thrush Drive  
Melbourne, Florida 32935**

Date: 15 July 2011

To: Property Owners of Pinewoods Village;

Enclosed please find the Architectural Rules and Appearance Standards developed by the Architectural Review Committee and presented to the Board of Directors on 11 Jul 2011.

These policies have been reviewed and passed at a legally posted Board Meeting on 11 July 2011.

The newly passed current policies will be filed with Brevard County Courthouse and become part of the legal documents of Pinewoods Village of Melbourne HOA.

Please take a few minutes to read the enclosed documents and become familiar with them.

These are not new standards, as they are currently a part of the Bylaws and covenants of Pinewoods Village of Melbourne original documents, just updated for clarity and current local and state laws.

Thank you for your cooperation and understanding. If you would like a complete copy of the documents for Pinewoods Village of Melbourne Homeowners Association you can request them by e-mail: at [Bobkramer@cfl.rr.com](mailto:Bobkramer@cfl.rr.com) or call Bob Kramer at 321-213-2232.

For the Board of Directors  
Pinewoods Village of Melbourne HOA



Robert Kramer, CAM  
Directors Choice Management

PINEWOOD VILLAGE HOMEOWNERS ASSOCIATION

**ARCHITECTURAL RULES  
(Rev July 2011)**

The following restrictions are incorporated IN THE Declarations of Covenants by every Homeowner and Renter is bound:

**ARTICLE V: ARCHITECTURAL CONTROL**

No building, fence, wall awning or other structure shall be commenced, erected or maintained upon the properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Architectural Review Board comprised of three (3) or more representatives appointed by the Board of Directors and submitted to the Board of Directors of the Association for final approval.

**ARTICLE VI: SECTION 3- RESTRICTIONS**

- (A) The laws and ordinances of the STATE of FLORIDA, BREVARD COUNTY, and the CITY of MELBOURNE, as well as the rules and regulations of their administrative agencies, now or hereafter in effect and are hereby incorporated herein and made a part of.
- (B) No signs of any kind, other than a typical residential " for Sale" signs on a temporary basis, shall be exhibited in any way on or above the described properties, including any and all signs to be painted on any side or face of a structure without written approval of the BOARD OF DIRECTORS.
- (C) No husbandry shall be conducted or maintained on said premises provided, however, that house pets only shall be excluded from this resolution.
- (D) No house trailers or mobile homes shall be parked on any of said Lots. No Lot shall be used as a junkyard or any auto graveyard. No trucks, mobile homes, travel trailers, motor homes, or house trailers of any kind shall be permitted to park in the subdivision for a period of more than four (4) hours unless the same is present in the actual, active, and continuous construction or repair of buildings. No other vehicle shall be used for living purposes. No trucks, mobile homes, travel trailers or house trailers shall be parked overnight on any lot or within the Common Areas.
- (E) No structure shall be constructed, dug ,or erected in any of the greenways, canals, lakes or other connecting bodied of water except as approved by the board of Directors and the City of Melbourne.
- (F) All buildings shall be connected to central water and sewer utilities.

- (G) No Lot set forth in the recorded plat of property within the Association can be divided or subdivided without the specific written authorization so as to create a violation of any of the restrictions herein established or ordinances and regulations of the City of Melbourne and Brevard County, Florida.
- (H) No Clothing or any other household fabric shall be hung in the open on any Lot unless the same is hung from an umbrella or retractable clothes line hanging device which is removed from view when not in use or unless the same are enclosed by fence or enclosure at least six (6) inches higher than such hanging articles providing such fence or other enclosure does not violate the provisions hereof.
- (I) All storage buildings, utility sheds, greenhouses, and other similar structures not made an integral part of the architectural design of the main structure shall be prohibited.
- (J) No fence or hedge shall be erected or maintained on the property as described which shall unreasonably restrict or block the view of an adjoining Lot, or which shall materially impair the continuity of the property. For this purpose, a hedge or fence shall be maintained at no greater height than six (6) feet and no wall or fence shall be erected or placed within the front setbacks lines of any Lot, unless said wall or fence shall be ornamental and a desirable feature and shall not in any manner impair the general scheme of said properties. No wall or fence of any kind whatsoever shall be constructed on any lot until after the height, type; design and location thereof shall have been approved in writing by the Architectural Control Board and forwarded to the Board of Directors for final approval.
- (K) Trailers, boats, campers or other similar equipment may not be stored in the common area or residential area of said property, except in enclosed garages or enclosed areas which completely screen or blind the equipment from common areas, recreational areas, streets or adjacent residences.
- (L) All trees of four (4) inches in diameter or larger shall be preserved unless they exist within a proposed public or private easement or drainage facility, proposed structural dimensions, within five (5) feet of a structure, proposed driveways or other active recreational area.

In furtherance of these restrictions, the Board of Directors hereby establishes these basic policies in the current and future decision-making in which architectural matters are involved.

1. Repainting residences exterior, in whole or part, or roof replacement, must have advanced approval from the Architectural Review Committee. There is a color selection book to look through, as well as approval forms to fill out. This is to assure esthetic standards are maintained and adherence to approved colors. Roof replacement of units must be accomplished with a shingle material that conforms to those colors and geometric patterns that have been approved by the Board.

2. Each owner is expected to maintain his/her lot and improvements thereon in a manner consistent with good and acceptable property management in the neighborhood, including but not limited to the care and trimming of shrubbery and trees, maintenance of planted areas, watering, mowing and seeding of lawns and maintaining the building and appurtenances in good condition and repair.
3. The only fencing permitted is fencing attached to the house for the purpose of enclosing an existing patio or corner alcove. It must be of solid vertical board type without spacing; maximum height of six (6) feet and painted externally to match the trim.
4. Erection of outdoor recreation equipment is not permitted. Jungle gyms, skateboard ramps, playhouses basketball hoop, etc., will not be approved.
5. Window type air conditioners will not be approved.
6. Irrigation pumps, water softeners, etc., shall not be mounted in front yards, and the location of these units must be approved prior to installation. These items shall be screened or walled from view from the street or adjoining properties.
7. Awnings, like all external changes, require advanced approval. This restriction applies equally to hurricane shutters that are permanently installed.
8. Garage door material and design must be compatible and conform to exterior design of other existing homes and current local laws.
9. No dogs, cats or other animal runs or outside pet shelters are allowed. All pets must remain on a leash while in the Pinewoods Village of Melbourne areas. Pet owners have the responsibility for the conduct of their pets, including policing of droppings. Violations of the above mentioned policies will be reported to animal control of the City of Melbourne for compliance.
10. Each resident shall display a house number, in addition to the one required on mail boxes. Numbers shall be a minimum height of three (3) inches and a minimum width of 1.5 inches.
11. Mailboxes must be kept straight and in good repair at the height of 36" above the edge of the street gutter and recessed back 8" from the street gutter. When getting ready to replace an old mailbox, application must be made to the Architectural Review Board for compliance and approval of the design and material. Upon the approval of the ARC, the application will then be forwarded to the Board of Directors for final approval.

12. No commercial vehicles or other recreational vehicles shall be parked overnight on any lot or within any common area. No vehicles of any kind can park on the grass. Vehicles parked in driveways cannot extend into or block the sidewalk area. Overnight parking in the recreation room area is prohibited.
13. Reflective solar window film is permitted only in bronze or charcoal tints." Mirror" types are not permitted.
14. Only charcoal or black color screening is approved for the use on doors, windows, or screened enclosures.
15. Landscaping on the common area property is not permitted.
16. Garbage cans, yard waste and recycling bins must be stored behind the front building lines in accordance with the local laws of the City of Melbourne. Do not place curbside until the night before collection and remove as soon as possible after collection. In no case will they be left overnight. Do not leave your property littered with tools, toys, buckets, wood, old tires, etc..

#### **Procedure for Non-Compliance**

1. In the event an owner is in violation of the governing documents established by the Board of Directors for the Association, he/she will so be notified with specifics in writing and be given thirty (30) days to come into compliance. The written notice shall afford the recipient the opportunity to appear before the board of Directors at the next scheduled meeting to present his/her side of the matter. Failure to appear shall allow the board to render a decision in the owners' absence.
2. If after 30 days, the violation is not corrected, the Board will ask the Hearing Committee to set a hearing date. The owners will be given a 15 day notice of the hearing date and be urged to attend. The hearing committee will advise the Board if fining is justified.
3. After the hearing before the Hearing Committee, the committee will make its recommendation to the board for necessary actions. Any further action against the owners will follow the recommendations of the board of directors and current Florida Statutes and laws.