

SAIL HARBOUR HOMEOWNERS ASSOCIATION, INC.
c/o Kings Management Services, Inc.
P.O. Box 32248 Palm Beach Gardens, FL 33420
Ph (561) 627-0480

ARCHITECTURAL REVIEW COMMITTEE (ARC) GUIDELINES

The purpose of the Architectural Review Committee is in accordance with you Homeowners Association Documents and to keep your association in the same style and aesthetics that was intended by the developer. No items may be added to or taken down from the outside of your unit without the approval of the Architectural Review Committee. In addition to this no film may be added to you windows.

If you are replacing an item that does not require a vendor and the item is being replaced with the exact same thing, the approval process should not be necessary.

In order for an A.R.C. request to be processed, the following must be submitted to Kings Management Services, Inc.

1. Completed A.R.C. application with the description of what is being modified or replaced.
2. A copy of the current Contractor's Occupational License if using a contractor.
3. A copy of a current Workers' Compensation and Liability insurance policy from the contractor.
4. A copy of your site plan with the areas and items you wish to add or change highlighted.
5. If using a vendor, you will need copy/copies of permit(s) attached thereto, before job is started.

The Board of Directors has thirty (30) days from receipt of said request to approve or disapprove the modification to be made. If the application is received incomplete, it will be returned for missing items.

ALL PERSONS USING THIS MANUAL ARE ADVISED:

1. This manual has been adapted for the purpose of establishing general guidelines for architectural approvals and does not supersede or replace the Master and Neighborhood Associations' governing documents or local, state or federal laws, codes, ordinances, rules or regulations.
2. This manual is subject to amendment from time to time. Also, because of changing circumstances and technologies, matters prohibited or approved in the past may not necessarily be prohibited or approved in the future.
3. While this Manual is intended to establish consistency of appearance within the community, it should be remembered that because of factors such as location, neighborhood characteristics and proximity to common areas, water-bodies, roads and the like, various properties may be treated differently in order to reflect such factors.
4. As stated in the Master and Neighborhood Associations' governing documents, no approval hereunder shall constitute a warranty or approval as to, and neither the Associations nor any member of representative thereof shall be liable for, the safety, soundness, workmanship, materials or usefulness for any purpose of any improvement or alteration nor as to its compliance with governmental or industry codes or standards.

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Section 10	AIR CONDITIONER A. Window A/C units are not permitted
Section 20	ANTENNAS (SATELLITE DISHES) A. Exterior TV or radio antennae are not permitted. B. Satellite dishes with a diameter of 18 inches or less will be approved with the following conditions: <ol style="list-style-type: none"> 1. Dish must be installed at least 8 feet above the finished floor of the home. 2. Dish may not be installed on the front of the home. 3. Dishes installed on sidewalls must be installed within 6 feet from the rear of the home. 4. Dishes may not be installed on the roof or on roof overhangs. 5. Cables required for installation of any dish may not be exposed for more than 3 feet on the outside wall. All exposed cables on outside walls must be painted to match the existing building color. 6. You must submit an architectural application with a survey, showing location of the dish, to ARC for approval prior to installation.
Section 30	AWNINGS A. Awnings are not permitted.
Section 40	BASKETBALL HOOPS A. Shall be the professionally manufactured basketball backboards installed on black poles with white or clear backboard. No garage or roof-mounted backboards are permitted. B. No portable basketball backboards may be kept outside of a unit overnight. C. Shall not cause a nuisance
Section 50	CLOTHES DRYING A. No garments, rugs, or any other materials may be hung, exposed, or dusted from the windows or from the front façade of any unit. Further, no outside clothes line or other facilities for drying or airing clothes shall be erected in the front yard or back yard of any unit.
Section 60	DRIVEWAYS AND WALKWAYS A. No changes to original surfaces are permitted.
Section 70	FENCES A. No fences are permitted.
Section 80	FLAG POLES AND FLAGS A. No flags or banners other than American flags subject to approval (as to size and location)
Section 90	GARAGE CONVERSIONS A. Garage conversions are not permitted.
Section 100	GUTTERS AND DOWN SPOUTS A. Gutter color must match the fascia of the house. B. Down spouts must match the color of the house. C. you must submit an architectural application with a survey showing location to ARC for approval prior to installation.
Section 110	NUISANCES A. Shall not create an annoyance to the neighborhood (i.e. pets, music, parties, etc.,) B. Rodents - insects shall be controlled.

- Section 120 PARKING ON COMMON AREAS
A. On-street parking, parking across sidewalks, parking on lawns or common areas is not permitted.
- Section 130 PETS
A. Pets (up to 2 only per unit) must be leashed at all times when they are not in a fully enclosed patio/yard.
B. You must pick up after your pets.
C. Pets cannot be left outside barking, to the annoyance of neighbors.
- Section 140 SCREEN DOOR (FRONT ENTRY)
A. Approved screen door is Unique Tech, Inc., Designer Collection, Boca Style (Picture of screen door can be seen on the Sail Harbour web site. www.sailharbourhoa.com)
- Section 150 SEASONAL LIGHTS AND HOLIDAY DECORATIONS
A. May only be displayed for a total of 40 days per calendar year.
- Section 160 SIDEWALKS (PARALLEL TO STREETS)
A. Shall not be painted or stained.
B. Sidewalks are never to be altered except as originally installed.
- Section 170 SIGNS
A. One For Sale of For Rent sign may be displayed, provided the face surface shall not be larger than 18"x24". (Subject to approval by Master Association)
B. A portable and tasteful "Open House" sign is permitted for a period not to exceed 8 hours per day, and 24 hours in any consecutive 7-day period, and which shall not be larger than 2 ½ feet square.
C. No other signs are permitted.
- Section 180 STORAGE SHEDS
A. Are not permitted
- Section 190 STORM SHUTTERS
A. Shall preferably have removable panels
B. Roll-down and sliding models shall match wall color.
C. Accordion panel shutters must match color of adjoining window or door frame.
D. No Bahama Shutters are permitted.
E. Panels must be in place no earlier than 48 hours prior to storm or warning, and must be removed within 7-14 days after a storm or 48 hours after a warning.
F. Must not be used for security purposes.
G. You must submit an architectural application with a survey, showing location to ARC, for approval prior to installation.
- Section 200 TRASH CONTAINERS
A. Must be made of rigid plastic with 20 - 32 gallon capacity, well-sealed (bags alone are not permitted).
B. No trash containers can be put out earlier than 5:00 P.M. on the day before pick up.
C. Containers must be brought in no later than 12 hours after collection and stored out of view.
- Section 210 VEHICLES
A. No recreational vehicles, trailers, or mobile homes permitted
B. Commercial vehicles must be kept in garage at all times.
- Section 220 WINDOW FILMS
A. Tinting shall be non-mirror finish.
B. No aluminum foil coverings are permitted.
C. You must submit an architectural application with a survey, showing location and a sample of film, to ARC for approval prior to installation.

Compliance with these guidelines does not automatically grant architectural approval. Architectural approval must be requested in writing, for any changes to the exterior of your home (to include flower installations). Application and instructions can be found on the attached Architectural Review Committee Application form or by calling Kings Management Services, Inc. @ (561) 627-0480

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ARCHITECTURAL REVIEW COMMITTEE
REQUEST FOR MODIFICATION

THIS FORM MUST BE USED WHEN REQUESTING A CHANGE TO THE OUTSIDE OF YOUR UNIT

Owners Name (s) _____

Unit Address: _____

Mailing Address: _____

Day Telephone: _____ Evening Telephone: _____

NOTE: Please include such details as the dimensions, materials, color, design, location and other pertinent data in the space provided. Failure to complete the center section will result in your Form being returned. Use additional paper if needed to complete description. The LOT SURVEY must be attached for ALL Fence, Screen or Patio Enclosure, Satellite Dishes, Shutters and Landscaping changes. Include a copy of Contractors' License and Insurance, Permits and other materials as deemed applicable. If Owner is doing the work, please indicate.

Description of requested architectural modification: (Type or print clearly)

Approval is hereby requested to make the modification(s) as described above, with detailed specifications. I hereby accept responsibility for complying with all applicable County Ordinances and Building Codes.

Date of Request: _____ day of _____ 200____.

Owner

Owner

OWNER ASSUMES FULL RESPONSIBILITY FOR OBTAINING ALL APPLICABLE PERMITS.
APPROVALS EXPIRE AFTER 180 DAYS FROM DATE OF APPROVAL. IF MODIFICATION IS NOT COMPLETED 180 DAYS AFTER APPROVAL, A NEW ARCHITECTURAL REQUEST MUST BE SUBMITTED.

SAIL HARBOUR HOMEOWNERS ASSOCIATION USE ONLY

Date Received: _____ Date Approved: _____ Date Disapproved: _____

Print Name: _____ Signature: _____

Comments:

