

ARCHITECTURAL STANDARDS AND GUIDELINES

FOR

LYNN LAKE

COMMUNITY

2018

**LYNN LAKE COMMUNITY
ARCHITECTURAL STANDARDS AND GUIDELINES**

PURPOSE :

- 1. To preserve the aesthetics in the community.**
- 2. To provide maximum, quiet enjoyment in the use of personal and real property for each resident.**
- 3. To allow for individual creativity within standard guidelines to provide for a continuity of design.**
- 4. To recognize and allow for individual preferences and tastes in the private areas.**

ARCHITECTURAL STANDARDS AND GUIDELINES

INTRODUCTION

These guidelines are intended as a supplement to the Declaration of Easements, Covenants, Conditions and Restrictions (CC&R'S) of the Homeowners' Association of Lynn Lake Community Association. The ARC standards do not cover the entirety of the legal documents.

IT IS TO YOUR ADVANTAGE TO READ THE CC&R'S THOROUGHLY.

Architectural Review Committee

The Architectural Review Committee ("ARC") is a committee duly adopted and created by the Lynn Lake Association Board of Directors to review all request for improvements or modifications. It ensures that any changes are in keeping with the Architectural Standards and Guidelines. The ARC, made up of 3 members, are appointed by the Associations Board of Directors.

The ARC does not seek to restrict individual creativity or personal preferences, but rather to assure continuity in design which will preserve and improve the appearance of the Community and the property values therein.

The ARC reviews all plans for exterior improvements and additions to residential lots and dwellings in Lynn Lake. These improvements include, but are not limited to, additions, modifications and alterations to residential dwellings such as fences, walls, room additions, patio covers, pools and spas; planting/removal of trees as well as certain other landscaping, including lakefront landscaping.

Under no circumstances, may an Owner make a modification or improvement to any existing unit or its open space unless the Owner first submits a modification application and receives approval from the ARC to proceed. Failure to submit plans to the ARC or to complete improvements according to approved plans will be considered a violation.

All completed ARC forms must be submitted by certified mail return receipt requested to HOA of Lynn Lake., c/o Architectural Review Committee, 7028 W. Waters Ave. #364, Tampa,

Florida 33634-2292, or by email (the receipt of which has been acknowledged by an ARC member) to LynnLake.acc@yahoo.com. The ARC Request Form must be accompanied by a copy of lot survey, a copy of the contractor's proposal or plan (if an outside service is used), and any other necessary documentation. The plans and specifications submitted for approval shall show the nature, kind, shape, height, materials, color, and location of all proposed improvement/modifications.

If the ARC approves, or is deemed to have approved, an ARC request, the Owner requesting the approval may proceed to make their modification in strict conformance with the plans and specifications approved subject to any conditions required by the ARC.

If the ARC disapproves, the ARC must notify the homeowner within 30 days of the request and state the reason of the denial.

The ARC meets quarterly on the third Thursday of each month, alongside HOA Board meetings. All meetings will be posted with an agenda to follow. All approved work request(s) within each quarter will be announced in the meetings to be recorded in the minutes.

Submittal forms can be obtained on the Association website: LynnLakeCommunity.com. A copy of the "ARC Change Request Form" will be attached as an exhibit to these Guidelines. (See exhibit A)

Upon completion of any approved work by an Owner, a representative of the ARC will inspect the improvements for adherence to approved plans, alongside a final signature from the ARC for final inspection.

In the event that the ARC fails to approve or reject a properly submitted application or to request additional information within thirty (30) days after submission, the application shall be deemed approved.

The Architectural Control Committee staff will be happy to assist with the submittal process and interpretation of the CC&R's and these Guidelines.

GENERAL CONDITIONS

1. CONDITIONS NOT DEFINED: Any condition or material not defined within these Guidelines shall become a matter for the consideration and determination of the ARC.

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2. Architectural approval by the Lynn Lake ARC does not constitute waiver of any requirements by applicable governmental agencies. Separate processing and permits are the individual homeowner's responsibility.
3. ARC approval of plans does not constitute acceptance of any technical or engineering specifications, or requirements of the City of Tampa, and Lynn Lake assumes no responsibility for such. The function of the ARC is to review submittals for conformity to the Master Plan for the community. All technical and engineering matters as well as applicable permits are the responsibility of the owner.
4. Approval of plans is not authorization to proceed with improvements on any property other than the applicant's.
5. An oversight by the ARC regarding the CC&R's or Policies & Guidelines does not constitute a waiver; therefore, any violation must be corrected upon notice.
6. Access for equipment used in construction must be through your property.

NO ACCESS THROUGH COMMON AREA PROPERTY WILL BE ALLOWED.

Building equipment and materials must be contained on the applicant's property. Streets may not be obstructed with equipment or building materials that are hazardous to pedestrians, vehicles, etc.

7. When construction requires use of adjoining property, the applicant must obtain written permission from the adjoining property owner and submit it with the plan submittal.
8. All work must be performed in a manner consistent with the standards of the general dwelling construction and appearance of the community. All work considered to be of an unsightly finished nature or of lesser quality than the prevailing community standards shall be reworked to an acceptable appearance at the owner's expense.
9. Submittal of color samples of any paint or stain is required when they deviate from Lynn Lakes "Approved Exterior Paint Colors Schemes."

DEFINITIONS

"Touch-up painting": Any painting area less than 3ft x 3ft; small sections.

“Re-painting”: Any painting area larger than 3ft x 3ft.

“Permanent”: Affixed, mounted, secured, or attached to a foundation. Cannot be easily moved unless detached from foundation.

“Non-permanent”: Unmounted, detached from any foundation, and can be easily moved without being detached from a foundation.

“Approved Paint Color Schemes”: This term shall refer to the adopted and approved paint color palette contained in the Association’s Paint Book originally selected by the ARC. The Association may amend these paint color schemes from time to time. Current Approved Paint Color Schemes are identified in Exhibit C to these Guidelines.

“Improvement”: This term shall include, but is not limited to, any building, fence, wall, patio area, road, driveway, walkway, landscape, antenna, sign, mailbox, pool or other structure which is constructed, made, installed, placed, or developed within or upon, or removed from any property; any change in, alteration of, addition to, or removal of all or any portion of any such structure or improvement that affects the exterior appearance thereof, other than normal maintenance and repair that does not materially alter or change the exterior appearance, condition, and color of same; and any change in the ground elevation of any property.

“Grandfathered”: This term shall refer to the original construction and/or modification which would otherwise not be approved under these Standards and Guidelines but was existing at the time these Standards and Guidelines were enacted and therefore are accepted by the ARC, until further modification or update is necessary. This does not apply to exterior color paint(s). All exterior house colors must be approved by ARC if repainting area larger than 3ft x 3ft.

“Front Yard”: Any portion of the yard between the edge of the sidewalk, or the edge of the street pavement if there is no sidewalk, to the front corners of the house.

“Side Yard”: Any portion of the yard perpendicular to the sides of the house.

“Rear Yard”: Any portion of the yard between the back corners of the house to the rear property line.

ARCHITECTURAL AND MATERIAL STANDARDS

This section of the Guidelines delineates appropriate materials for use in modifications and specifies which modifications require prior submittal to the ARC. Any deviation from pre-approved items requires ARC approval.

I. LANDSCAPING/PROPERTY MAINTENANCE

It shall be the responsibility of the Owner to properly maintain all trees including street trees on Owners lot, groundcovers, grass and irrigation. Landscape maintenance shall include quality maintenance of all trees, shrubs, ground cover, annuals, irrigation systems, treatment of any disease, fungus or pest and periodic fertilization. In the event that any tree, shrub, groundcover or grass area exhibits signs of decline or pest infestation, the Owner shall take immediate action to remedy the problem. All damaged plant material, including but not limited to, ground cover and sod, shall be removed and replaced immediately. The same responsibility and maintenance is required with lots that has a rear yard alongside the Lynn Road common wall; homeowners should maintain any trees or landscape exposed above the height of the community wall.

Lakefront properties must adhere to the landscaping maintenance to side and rear yards, which are exposed. Side yards and rear yards must be kept in a neat and orderly appearance with appropriate pruning, trimming and weeding. Rear backyards for Lakefront properties will not be excluded from monthly violation inspections.

A. Lawns shall be cut on a regular basis and shall not to be higher than six (6) inches; driveways, sidewalks, walkways, and streets, shall be edged; and grass clippings shall be picked up. Grass clippings shall not be visible after mowing. Dumping of yard waste is prohibited in Common Areas, conservation and wetland areas. Review your lawn to determine if fertilizers are needed. Perform a visual review of the lawn looking for yellowing, dry or dead spots, or other signs of nutrient deficiencies.

B. Maintenance of landscaping and improvements on a lot shall be maintained, repaired or replaced by the owner of the lot. Each owner shall keep and maintain improvements and landscaping in a neat and pleasing condition so not to detract from appearance of subdivision as a whole. Any plant material of poor health that is deemed unsightly by the Association shall be replaced by the Owner with like plant material within the notification period stated in the violation notice. Homeowners with rear yards alongside the Lynn Road common wall are

responsible for removing any dead palm leaves, loose/broken branches, or vines sitting on or hanging over the Lynn Road common wall.

C. Landscaping can be effectively used to accent entryways, define space and to create "soft" privacy. Since landscaping is a design element, consideration should be given to the relationship to adjacent houses and surrounding area.

D. All landscaping work, plantings and installation of permanent irrigation systems by an owner shall remain aesthetically consistent with the design and plan of the community and climatically and culturally appropriate to Southern Florida (Florida Friendly).

NOTE: The principles of Florida-Friendly Landscaping include planting the right plant in the right place, efficient watering, appropriate fertilization, mulching, attraction of wildlife, responsible management of yard pests, recycling yard waste, reduction of stormwater runoff, and waterfront protection. Florida-Friendly Landscape promotes the conservation of water by the use of site adapted plants and efficient watering methods which generally results in a long-term reduction of irrigation, fertilizer, and pesticide requirements, costs, energy, and maintenance; and a Florida-Friendly Landscape encourages a reduction of total energy expenditures such as water pumping and treatment, manufacture and shipping of fertilizers, insecticide, and other gardening chemicals, operation and maintenance of mowers, edgers, blowers and other combustion based yard equipment, as well as labor; and community-wide Florida-Friendly Landscape efforts are designed to save significant amounts of water to preserve local water supplies such that cumulative benefits may reduce or postpone the need for community potable water supply expansion. (Florida Statutes 373.185)

E. No Owner shall further landscape or otherwise improve any property owned and maintained by the Lynn Lake Community Association.

F. Once these Standards and Guidelines are enacted, any homeowner planting tree, bushes or shrubs, that will exceed a mature height of 6 feet or greater, must require approval from the ARC. In addition, trees or bushes that inhibits any neighbor's view to the lake are not allowed to be planted on the side or rear back yards. The ARC reserves the right to demand that the lot owner removes the obstructing tree or bushes at the Owner's expense.

G. Driveways, sidewalks, home siding and roofs will be inspected annually for cleanliness, stains, discolored pavement and mold.

H. No artificial grass, artificial vegetation, pavers, big boulder rocks or concrete curbing/edging, shall be placed or maintained upon the exterior portion of any Lot unless approved by the ARC.

I. Red, black, brown or earth tone mulching materials, or earth tone pebbles, small rocks, or gravel materials may be used. Mulch beds are to be maintained weed free in appearance for all visible landscape beds. Sand and seashells are allowed for decorative purposes only and prohibited to be used in lieu of grass.

J. Landscape Lighting/ Uplighting is permitted on the front facade of the garden bed or a significant landscape feature. Low voltage garden lighting is allowed.

K. Xeriscaping may be approved, provided plantings, placement and ground cover meet Florida Friendly water wise recommended applications.

II. FENCING AND WALL

A. All fence construction, retaining or pool wall extensions and stucco require prior submittal and approval of the ARC.

B. Acceptable materials for construction, extension or repair of fencing shall be:

1. Finished wood
2. Vinyl/PVC
3. Composite wood material

C. Unacceptable materials for fencing include but are not limited to:

1. Aluminum or sheet metal
2. Chicken wire
3. Metal or nylon coated chain link
4. Glass block and panels

D. Fencing color must conform to the neighborhood and be approved by ARC. All natural wood surfaces must be finished with a stain.

E. Fencing shall not be constructed higher than six feet above grade of highest adjacent lot, unless approved by the ARC. The unfinished or less attractive side of the fence should face inwards, and the finished attractive side of the fence should face outwards. This does not apply to fences with identical sides.

F. Any fence that was installed prior to the publication of these standards are grandfathered by the ARC until the time comes when said fence needs to be replaced. Any new installation or replacement of an existing fence shall meet the standards and shall be approved by the ARC. All existing fences must submit fence color, material and site plans to the ARC for pre-approval prior to replacement.

G. No permanent fences or walls will be permitted in the front yard. Non-lakefront lots may have fences on the side or rear yard. Lakefront units are not permitted any fences on the side or rear yard. (With the exception of those homes that are already grandfathered) Interior curved lots that are non-lakefront (see exhibit B) may request a fence that conforms to the curve by maintaining the same distance that exists from the front corners of the house to the street or sidewalk.

H. Pool or retaining wall made of solid masonry must be painted to match the body color of the house.

III. PATIOS SLABS AND PATIO COVERS

A. DUE TO CONCERN WITH PROPER DRAINAGE, ARC REVIEW AND APPROVAL IS REQUIRED PRIOR TO POURING OF ANY CONCRETE.

B. Structures shall be of wood or stucco construction with exception of vertical supports which may include other materials, as permitted by governing codes, and subject to approval of the ARC. All natural wood surfaces shall be finished with a stain.

C. Roofs shall emulate the existing roof styles within the community and shall be subject to ARC approval.

D. Exposed surfaces shall match or harmonize with the existing colors and materials of the main dwelling. Such colors are subject to ARC approval.

E. All patio structures located in the rear yard must comply with applicable set back requirements.

IV. POOLS, SPAS AND RELATED EQUIPMENT

A. Swimming pools are to be in-ground only with prior ARC approval. No above ground swimming pool shall be erected, constructed or installed on any Lot. This does not apply to any hot tub or spa, whether freestanding or incorporated into or adjacent to a swimming pool.

B. Submittal of complete construction plans showing placement of pool and equipment on property is required.

C. Screening of equipment is required. Therefore, all pools shall be enclosed by a screened enclosure. Pool enclosures cannot exceed one story (applies to two-story homes) without prior ARC approval.

V. OTHER STRUCTURES

A. GARAGE CONVERSIONS will not be permitted - the purpose of garages is to store vehicles. Garages may not be converted into an efficiency apartment/unit. (10903 Lynn Lake Circle is grandfathered)

B. ROOM ADDITIONS, EAVES AND BALCONIES or any exterior alterations to any building are major construction items which require prior approval of the ARC. They shall be constructed with materials that conform to type, quality, character and detailing established in the existing dwelling.

C. STORAGE SHEDS require prior approval of the ARC. They must be non-permanent and placed at the rear of the property so as not to be visible from the street, or a community property of Lynn Lake. Lakefront properties are allowed no more than one non-permanent, durable resin storage shed, not to exceed 4 ft height, placed in a discreet area in their patio/lanai or within a screen enclosure area.

VI. ADDITIONAL MODIFICATIONS

A. **WINDOW TINTING** will not require prior approval of the ARC if it consists of either light, medium, or dark Smoke Grey. Any other color of window tinting requires prior approval. Mirror finishes are not allowed.

B. **SCREEN DOOR** installations shall be colored to match the house door and window frames. Security bar doors are not permitted.

C. **LIGHTING:** Holiday lighting in season is permitted without ARC approval. All holiday decorations and lighting (except Christmas) will be taken down no later than seven (7) days following that holiday. Christmas decoration and lighting will be taken down no later than January 10th of each year following that Christmas.

D. **PLAY EQUIPMENT:** Any play and sports equipment that requires assembly or that which may be visible from adjacent residences, including but not limited to swing sets, play houses, trampolines, slides, elevated platforms, and basketball blackboards require ARC approval prior to installation. All play structures and swing sets must be placed in the Rear Yard. Permanent child playgrounds are permitted on the rear of the property, or within a fenced area, alongside with ARC approval. Lakefront properties may have non-permanent play structure(s) at the rear of the property along with an ARC approval. In addition, structures must fit within a 12 ft. by 12 ft. (12'x12') area located at the rear of the property. Structures shall not exceed nine (9) feet in height (to top of the equipment) and should not create a nuisance to adjoining neighbors.

E. Play and sports equipment shall be placed so as not to be visible from the street in front, with the exception of basketball backboards.

F. Structures must be properly maintained and in good appearance at all times.

Note: A photo of the structure must be submitted with the application and the exact location of the structure must be noted on the submitted plan.

G. **BASKETBALL BACKBOARDS:** Permanently mounted basketball backboards are authorized with ARC written approval. Backboards are not permitted to be mounted on the house. Portable basketball hoops may be used only on an owner's driveway. When not in use, portable basketball hoops must be stored inside garage. If moving the hoop for storage is difficult between uses, it may be left in place, as long as cleaned and maintained, and at least 6 feet back from county sidewalks. For safety reasons, hoops may not be positioned to encourage playing on sidewalk, neighbor's property, or on the street.

H. EXTERIOR PAINTING: Any change in color from the original primary or trim colors of any dwelling or fencing, larger than "touch up painting", requires prior submittal and approval. Garage door color may match the color of the house or the house trim. Paint colors for body of house, color of trim, color of garage doors, color of doors, are determined by the ARC and approved by the board. The gutters must be white.

All property mailboxes must be all uniform in the original style and shape from the original developer. The body color of the mailbox must match identically to the color body of the house. The trimming color of the mailbox must match identical to the color trim of the house. Specifically, the mailbox flag must be red and the numbering should be in black.

"Touch-up painting" is considered part of maintaining the house and does not require ARC approval. Any existing exterior color not on the Lynn Lake color palette **MUST** be approved by the ARC. The approved palette for the exterior paint color schemes is attached hereto as Exhibit C. (All assigned colors are from Sherwin Williams and the Association Color Design Book is available, upon request, with the ARC, Secretary of the board and Community Association Manager. The list of approved colors is also available on the community website.) Owners may obtain paint at Sherwin Williams located at 11915 N Dale Mabry Highway Tampa, Florida 33618, along with the Association Color Design Book and complimentary design consultation. Owners may also ask for a contractor discount at Sherwin Williams located at 11685 Sheldon Road Tampa, Florida 33626. ****New exterior color palette approved and recorded at the October 19, 2017 Board meeting****

I. WINDOW COVERINGS: Temporary hurricane/tropical storm shutters/plywood coverings are permitted the week prior to the expected date of the hurricane/tropical storm making landfall in our region and must be removed within one week of the passing of the hurricane/tropical storm. Exceptions will be made for the removal time of the shutters/plywood coverings if subsequent hurricanes/tropical storms are projected. Permanent roll up shutters on the back of the home (sliding glass doors) are permitted that blend in with the trim color of the home.

NON - LIABILITY FOR APPROVAL OF PLANS

Architectural Review Committee approval of plans shall not constitute a representation, warranty or guarantee that such plans and specifications comply with engineering design practices or with zoning or building ordinances, or other governmental regulations or restrictions. By approving such plans and specifications, neither the Architectural Review Committee, the members thereof, the Association, any member thereof, the Board or Declarant assumes any liability or responsibility therefore or for any defect in the structure constructed from such plans or specifications. Neither the Architectural Review Committee, any member thereof, the Association, the Board nor Declarant shall be liable to any member, owner occupant, or other person or entity for any damage, loss, or prejudice suffered or claimed on account of (a) the approval or disapproval of any plans, drawings, and specifications, whether or not defective, or (b), the construction or performance of any work, whether or not pursuant to the approved plans drawings, and specifications.

Exhibit A

Lynn Lake Homeowner's Association
Architectural Committee
Exterior Change Request Form

Name: _____ Address: Lynn Lake Circle, Tampa, FL
Phone: _____ Date Submitted: _____ Best Time to Contact Homeowner: _____

Please fill in all lines that pertain to your project, do not forget to put in date and remember, we have 30 Days to contact you on your request.

Important: * Attach drawings, photos, measurements, colors, materials, etc. of projects to this request. Show the proposed location of the improvement on your lot and describe all ways in which you propose to alter the lot. Describe the improvements and/or alterations proposed below:

Approximate completion date of projects: _____

Important: All permit and surveys required from the county or other governmental entities is the sole responsibility of the homeowner.

Upon completion of projects, notify the Architectural Committee. All work must be completed within 60 days after the date that you have received our decision from the Architectural Committee. Completed projects will be inspected for final approval.

**** Failure to complete the improvements as approved by the Architectural Committee can result in legal action by Lynn Lake Homeowner's Association at applicant's expense to guarantee compliance****

Homeowner's Signature: _____

Architectural Committee review decision to commence with proposed work:

() Approval / () Disapproved / () Approved subject to conditions:

Architectural Committee Members: _____

Completed projects will be inspected for final approval:

() Approval / () Disapproved / () Approved subject to conditions:

Architectural Committee Members: _____

Please contact LynnLake.acc@yahoo.com for any questions.

Exhibit B.

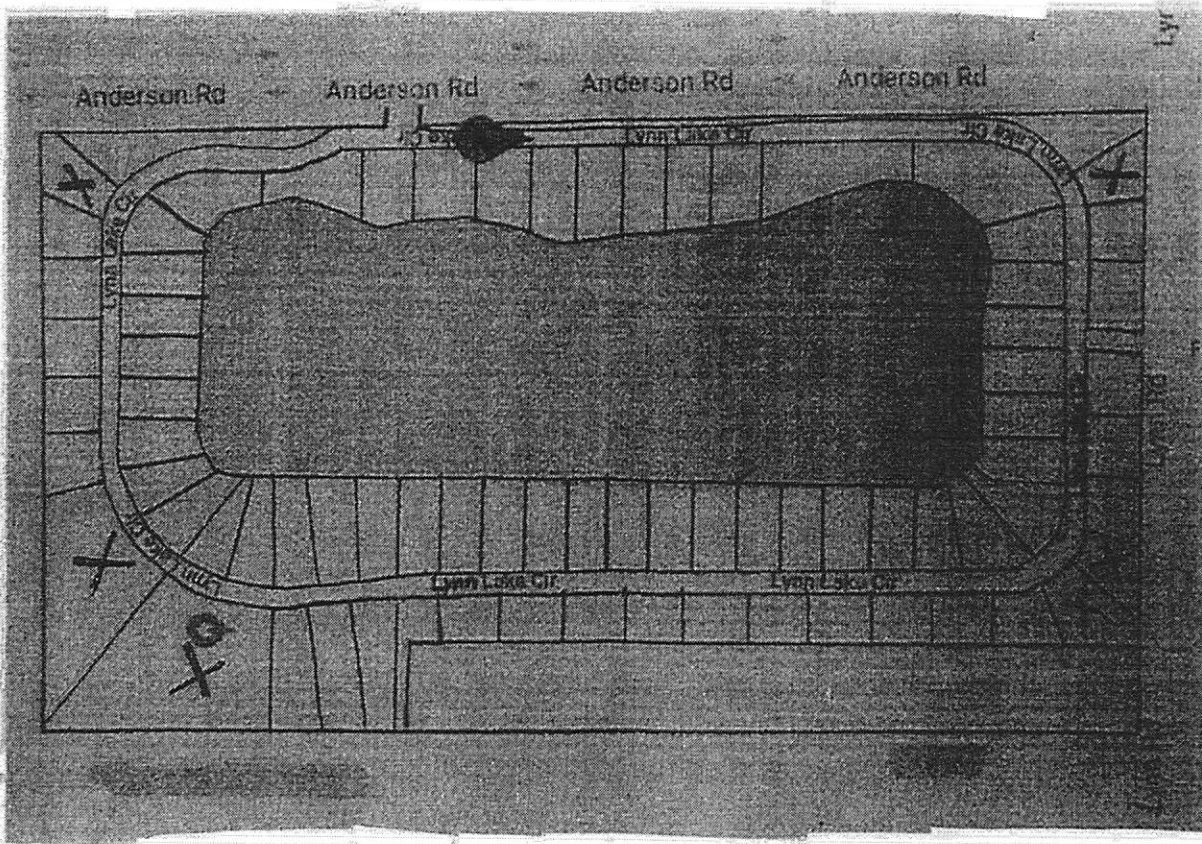


Exhibit C
Homeowners Association of Lynn Lake
Approved Exterior Color Palette

SHERWIN WILLIAMS STORE - 11915 N Dale Mabry Highway, Tampa 33618

Body Colors

SW 7727 Koi Pond
SW 0056 Classic Sand
SW 7658 Gray Clouds
SW 7713 Tawny Tan
SW 7601 Dockside Blue
SW 7568 Neutral Ground
SW 7682 Bee's Wax
SW 7637 Oyster White
SW 6206 Oyster Bay
SW 2804 Renwick Rose Beige
SW 6071 Popular Gray
SW 6142 Macadamia
SW 6219 Rain
SW 7573 Eaglet Beige
SW 6673 Banana Cream
SW 6119 Antique White
SW 6207 Retreat
SW 6065 Bona Fide Beige
SW 7015 Repose Gray
SW 7502 Dry Dock
SW 6249 Storm Cloud
SW 6205 Comfort Gray
SW 6155 Rice Grain
SW 7012 Creamy

HOMEOWNERS ASSOCIATION OF LYNN LAKE
ARCHITECTURAL STANDARDS AND GUIDELINES

2018

SW 6094 Sensational Sand
SW 6147 Panda White
SW 2857 Peace Yellow
SW 7621 Silvermist
SW 2822 Downing Sand
SW 6345 Sumptuous Peach
SW 6073 Perfect Greige
SW 6171 Chatroom
SW 2834 Birdseye Maple
SW 2832 Colonial Revival Gray
SW 7526 Maison Blanche
SW 7030 Anew Gray
SW 6344 Peach Fuzz
SW 2827 Colonial Revival Stone
SW 6234 Uncertain Gray
SW 7690 Townhall Tan
SW 6129 Restrained Gold
SW 7739 Herbal Walsh
SW 7507 Stone Lion

Trim Colors

SW 7009 Pearly White
SW 7628 Windfresh White
SW 7012 Creamy
SW 6119 Antique White
SW 7006 Extra White
SW 2829 Classic White
SW 7005 Pure White
SW 6126 Navajo White
SW 7011 Natural Choice
SW 7008 Alabaster

Door Options

SW 7585 Sundried Tomato
SW 6321 Red Bay
SW 2838 Polished Mahogany
SW 2802 Rookwood Red
SW 6258 Tricorn Black
SW 6990 Caviar
SW 6244 Naval
SW 7614 St. Bart's
SW 6243 Distance
SW 2865 Classic Yellow
SW 6215 Rocky River
SW 6006 Black Bean
SW 7048 Urbane Bronze
SW 6216 Jasper