

**ST. LUCIE WEST
COUNTRY CLUB
ESTATES**

QUICK REFERENCE GUIDE

(Revised June 2020)

COUNTRY CLUB ESTATES HOA
A QUICK REFERENCE GUIDE
(Revised 2020)

Board of Directors:

President	Don Berkshire	Bent Pine	theberkshires@yahoo.com
VP/Treasurer	Patrick O'Brien	Moonlite Cove	obdad1030@aol.com
Secretary	Susan Brown	The Estates	susan.pga@gmail.com
Director	Bob Maloney	Presidential Cove	worththewait15@gmail.com
Director	Bonnie Lindsay	The Hamptons	ebonnie13@yahoo.com
Director	Robert Jones	Mirror Lake	rjonez00@comcast.net
Director	Harold Nicholson	Live Oak/Cottonwood	brsup@aol.com
Director	Allen Rivers	Cedar Cove	srivers128@gmail.com
Director	Linda Siciliano	Country Club Pointe	lsiciliano7@gmail.com
Director	Randy DeFrehn	Fairway Isles	randy.defrehn@gmail.com
Director	Mark Ronkko	The Sanctuary	markr@skqualityroofing.com

Contact your Management Team for any question:

Lifestyles Management Group lmg@lifestylesmanagementgroup.com PH 772.236.0141

Website: Countryclubestates.communitysite.com

A wealth of information can be found on this website, including the HOA documents and forms.

In accordance with the Community Development Code and Land Use Standards (CDC/LUS0) the Board of Directors has put in place an Architectural Review Committee, otherwise known as the ARC, to administer modifications, alterations, or additions to existing units.

PLEASE NOTE THAT ARC APPROVAL IS MANDATORY AND NOT MERELY A SUGGESTION. BEFORE YOU PROCEED YOU MUST RECEIVE WRITTEN APPROVAL FROM THE ARC. SHOULD YOU PROCEED WITH MODIFICATIONS OF YOUR HOME OR YARD WITHOUT FIRST OBTAINING ARC APPROVAL, YOU WILL BE SUBJECT TO BOARD REVIEW AND QUITE POSSIBLY A DAILY FINE.

A DAMAGE DEPOSIT OF \$1500.00 IS APPLICABLE FOR THE FOLLOWING: ROOF REPLACEMENT/MAJOR REPAIR; HOME ADDITIONS; POOL ADDITIONS; SCREENING ADDITIONS AND ANY EXTERIOR OR INTERIOR WORK THAT REQUIRES THE PLACEMENT OF A DUMPSTER ON YOUR PROPERTY. ONCE THE WORK IS COMPLETED AND INSPECTED, IF NO DAMAGE HAS OCCURRED, YOUR DEPOSIT WILL BE FULLY REFUNDED.

As an owner, you have accepted responsibility to maintain your residence and lot in a manner consistent with the community-wide standards and applicable Covenants. You signed an agreement to abide by our documents when you made application to our community during the purchase/lease of your home.

While this guide is a quick reference for the homeowner, it does not include all the Amended and Restated By-Laws/Declaration of Covenants, Conditions, and Restrictions or Key Design Guidelines SFD which are found in the Documents Section on our website. You are encouraged to familiarize yourself with the complete set of documents.

GENERAL NOTES

Contact Information

All residents shall provide the Property Management office with a current phone number and an email address in order to receive important information or emergency warnings as determined by the BOD.

Gates

All contractors, landscapers, recreational vehicles, deliveries, and the like are to use **only the front gate**. When arranging for a contractor or delivery, please be sure to give them directions to the front gate and mention that they are not permitted to use the back gate. These gates are attended from 6:00 AM – 8:00 PM- daily. There is a call box located adjacent to the gate house for visitor access after attendant hours. Please ensure the property management office has your correct phone number to allow you to transmit your approval for their entrance.

Pool Equipment, Water Softeners, Generators, Propane Tanks, Garbage Cans, Recycling Bins, Air Conditioning Units

These must be shielded from view by landscaping or a concrete wall. Wall and/or landscaping must have approval of ARC. No above ground pools are permitted. All pools shall be surrounded by a screen enclosure or fence approved per *city code* and the ARC.

Mailboxes/Lamp Posts

The mailboxes/lamp posts with the house number must be maintained as originally provided, including being lighted from dusk until dawn. There shall be no modifications such as exposed electrical wiring (even encased in conduit), newspaper holders, flowerpots, hooks, or any other appendages. If the standard white aluminum lighted mailbox is not already in place or your existing lighted mailbox/lamp post requires replacement, you are required to contact “The Beautiful Mailbox Company”, 800.856.6983 to arrange for a replacement, the design is “The Large Hatteras Design Mailbox/Lamp Combo”. Other vendors may carry the similar lighted mail boxes, however the homeowner is responsible for obtaining approval from the ARC and provide a diagram with dimensions, prior to purchasing and installation. A diagram of the standard design is on our website. Replacement white Solar Light Kits for the approved white lamp post/mailbox can be purchased at Home Depot.

NOTE: This requirement is not applicable to the following neighborhoods: CC Pointe, The Sanctuary, Hamptons and Fairway Isles as they have their own standards. See your Area Director for details.

No waiver of Future Approval

The approval of the ARC of any proposals or plans and specifications for any work done or proposed or in connection with any matter requiring authorization and consent of such Committee, **shall not** be deemed

to constitute a waiver to withhold approval or consent to any similar proposals additionally submitted.

Article X- Architectural Standards/Key Design Standards and Criteria

Painting of exterior of home, driveway or roof

All painting must be approved by the ARC before work commences. No initials, artwork or names allowed except as provided under "Signs" listed above. Exterior colors that are inharmonious, discordant or incongruous to the SLWCCE Association in general are not permitted. Earth tones are preferred and bright colors other than white as the dominant colors are prohibited. The following neighborhoods have their own approved color palettes: Fairway Isles, The Hamptons and Presidential Cove.

Playground Equipment

Playground equipment such as swing sets and trampolines-and their location-must be approved by the ARC. Other types of play equipment, such as soccer nets and basketball hoops must be stored entirely from view when not in use.

Landscaping

Most landscaping changes to your property do not require ARC approval. This includes existing plant/shrubbery removal and replacement, sodding of lawn or planting an additional tree (s). However, landscape changes that would violate the minimum landscaping requirements of our community do require ARC approval. Please see the documents on our website for guidance.

The ARC meets the first Friday of the month and will inform you of their decision, applications should be sent to the property management office two weeks prior to each meeting.

Tree Removal

No trees shall be removed without prior authorization of the ARC, including diseased trees or those removed to promote the growth of other trees. For safety reasons, a fallen tree may be removed without ARC approval. Removed trees should be replaced and may be re-located to avoid the original problem that the tree was removed, i.e., tree roots lifting driveway or walkways. In all cases when a tree is removed the tree waste shall not be placed in the street as they are a hazard. The tree waste must be either removed by the contractor or placed neatly on the edge of the property for pick up by the city. If the city does not remove them within one week, THE HOMEOWNER WILL BE SUBJECT TO BOARD REVIEW AND QUITE POSSIBLY A DAILY FINE.

Edging and Ground Cover

Trees, shrubbery, and flower beds may be covered by mulch. River Rocks, stones, lava rocks, or edging used as an alternate to the above must be approved by the ARC. When using an alternate ground cover, be aware that these alternate materials may become stained and covered in mold/algae as well as accumulate other yard debris that may make the property look unkept. These alternate materials will require regular maintenance to keep the property looking proper.

Artificial Vegetation, Exterior Sculpture, Birdbaths, Fountains and similar items require ARC approval

No synthetic plant material or artificial plant material in the form of tree, shrubs, vines, groundcovers or lawns shall be used toward fulfilling the minimum landscape requirements. Lawn shall be maintained and mowed to a height of between 3.5 and 4.5 inches.

Fountains, statues, wood carvings, sculptures, potted plants, birdbaths, etc., cannot be placed in the front of your property without ARC approval. All exterior yard lighting to the front of your home must be approved by the ARC to not create a nuisance to adjoining properties. Exception to this rule is allowed for

seasonal Christmas decorative lights, which may be displayed from Thanksgiving through January 10th, only.

Fencing

Only child safety pool fences and decorative fences per city code around the pool are allowed but must be approved by the ARC. No other fences (permanent or portable) are permitted. Electric dog fences that are buried under the lawn are permitted. Homes within the Hamptons Neighborhood are zero-lot-line and not covered by this regulation.

Screen Enclosures

All designs must be approved by the ARC before they are erected. Kick plate, vinyl, lattice, and Florida glass may be included if concealed from view by landscaping. All screen enclosures must be landscaped in their entirety.

Roofs

Roof tiles shall be only clay tile or pre-colored concrete tile or cedar or wood shakes or other materials as may be approved by the ARC. When replacing your roofing you must use the same material types that were originally used. Asphalt fiberglass shingle are not allowed. Roof colors shall be an integral part of the exterior color scheme of the building.

Decorative Shutters

Decorative shutters must have ARC approval. Awnings and canopies may be allowed but only with ARC approval.

Hurricane Shutters

Any type of hurricane/storm shutter must be pre-approved by the ARC. They may only be put in place after a hurricane watch for our area has been announced. Residents may leave them in place up to 15 days after the storm has passed our area. Upon written request by resident, the Board of Directors may extend the time period. Removable hurricane shutters and panels must remain completely out of view at all other times. They may not be used for security purposes. Any hardware permanently affixed to the home must be painted to match the home colors.

Satellite Dishes

Permitted per FCC regulations. They must be submitted for ARC approval and concealed as much as possible from view.

Lakes/Bodies of Water

The lakes, ponds and streams within the property are both aesthetic amenities and for storm water management, **and no other use thereof, including, without limitation, fishing, swimming, boating, playing or use of personal floatation devices, SHALL be permitted,** since these bodies of water may contain dangerous animals including alligators and snakes. They are the property of the St. Lucie West Water District are maintained with chemicals to control weeds and mosquitoes and could be detrimental to your health. The Association shall not be responsible for any loss, damage or injury to any person or property arising out of use of the authorized or unauthorized use of lakes, ponds or streams within the Properties.

Trash/Yard Waste

Please familiarize yourself with the various trash days within your community. No yard trash or trash containers should be placed at the curb for pickup earlier than the night before scheduled trash pick-up. All trash containers are to be removed as soon as possible following trash pick-up and are to be kept out

of sight when not in use.

Note: No yard waste is to be placed in front of your house once a hurricane warning is issued. Store yard waste behind your house or have your lawn care company remove it. This waste can be blown into the streets and clog street drains and cause flooding which, no one will want.

Articles XI- Use Restrictions

Signs

All signs approved for units are to be placed in the front garden area only. One wooden last name sign, which may include house number, painted to match house color. Size not to exceed 12" x 18" and height not to exceed more than 18" high. One security service sign. **For Sale signs are NOT permitted.**

Flags

One American Flag (standard size 3'x5') affixed by single bracket on garage or front entry is permitted. Contact ARC for specifications for permanently installed flag poles. No windmills, windsocks or banners permitted.

Parking and Garages

All resident vehicles must be parked in the garage or driveway serving the units. No vehicle parking is permitted on vacant properties at any time. Overnight parking in the streets is always prohibited. Commercial vehicles as well as other recreational vehicles must be parked in the garage. Visiting recreational vehicles may be parked at the unit for a limited time 72 hours for loading, and 72 hours for unloading and cleaning. All recreational vehicles must enter and exit through the front gate. No parking of PODS (or the like) are permitted without ARC approval and will only be approved for an extremely limited period. Vehicle covers of any type are not permitted.

Animals and Pets

No animals, livestock or poultry of any kind shall be kept, raised or bred on any Unit, however dogs, cats and other usual and common household pets, not to exceed a total of two (2), may be permitted in a Unit.

Animal pens or dog runs are NOT permitted outside the unit. Dogs constrained by electric fences under the ground cannot be left unattended if the homeowner is away. All pets shall be leashed whenever they are outside the unit and must be held by a responsible person. All solid animal waste shall be removed by that responsible person immediately. Solid waste cleanup of pets on common areas may cause homeowner maintenance fees to rise, as it can become a nuisance. If you are identified as not complying with these requirements you may be subject to a violation by the BOARD and possibly a fine.

Nuisance

No unit shall be used whole or in part for the storage of any property or thing that will cause the unit to appear to be in an unclean or untidy condition. The pursuit of hobbies or any other activities, including specifically, without limiting the foregoing, the assembly and disassembly of motor vehicles and other, unsightly or mechanical devices which tend to cause disorderly, unsightly, or unkempt conditions.