Three Oaks I Master Association, Inc.
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Fort Myers, Florida 33913
(239) 267-3999 * (239) 267-7622

Architectural Review Committee (ARC) Guidelines
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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.

The following Architectural Policies are a list of the current policies for the listed items. This list does not cover all policies. Please contact the Master Association before any exterior improvements are commenced on any lot or site. The Association reserves the right to change, add to, or alter these policies at any time within the rights granted to the Association in the Declaration of Covenants & Restrictions or otherwise.

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 Association nor any member or representative thereof shall be liable for, the safety, soundness, workmanship, materials or usefulness for any purpose of improvement or alteration nor as to its compliance with governmental or industry codes or standards.

Section 10 **BASKETBALL GOALS**

The basketball goal must have a black pole and must be secured in concrete to ensure a rigid installation. A palm or oak tree must be planted on the side of the basketball pole, closest to the nearest adjacent house to help obscure its view from the adjacent homeowner. The basketball hoop should not face the street as this would create additional safety issues.

Section 20 **DRIVEWAYS**

Driveway Coatings must be submitted for approval of color and material.

Section 30 **FENCING**

Fencing around the perimeter of a lot may not be installed at a height greater than four (4) feet high in any yard. Fence material must be approved by the Association. (Green vinyl clad fencing is preferred). Partial screening or lattice may be installed only after receiving approval for the specific design and height from the Master Association.

On patio home lots (less than 65 feet wide standard lot communities) fencing must be installed so that it extends from the rear corners of the home straight back to the rear of the lot.

Additional landscaping or planting will be required to screen the fence from view.

No fencing of rear yards is allowed on lake lots.

Section 40 **FLAGPOLE INSTALLATION**

A single flag pole is approvable by the Association in the front yard only for placement of the American Flag. The flag pole may not exceed 16 feet in height and requires shrubs around the bottom perimeter. A drawing must be submitted showing a front yard location near the center of the lot.

Section 50 **GARAGE SALES**

Garage Sales are not an approved use in the Three Oaks subdivisions. Due to the commercial nature of this use and the additional security and safety risk of bringing a large number of non-residents into this quiet residential atmosphere, the Association believes it is not in the best interest of the residents to allow this activity in Three Oaks residential neighborhoods. Community wide sales from Amenity Center locations have been approved on a limited basis after submittal of dates and times only.

Section 60 **GUTTERS**

Gutters must match the fascia of the house. Down spouts must match the color of the house.

Section 70 **HURRICANE SHUTTERS**

Roll down-type hurricane shutters are approved for windows and sliding glass or French door panels. They may be closed over windows for no more than three weeks in any six month period. Additionally, in the event of a severe storm threat, they may be rolled

down for a period not to exceed the hurricane warning period plus up to five (5) days.

The accordion-type shutters are only approved for the side windows and sliding glass or French doors on the lanai and not for the front of the home. The color must be approved to match the window frames (e.g. white) or other appropriate color of the house as determined by the Architectural Committee.

The bolt-on type hurricane panels are approved for windows and sliding glass doors. These panels may only be installed in the event of a severe storm threat for a period not to exceed the hurricane warning period plus up to five (5) days.

Accordion or roll down shutters installed over sliding glass or French door openings on covered lanais may be closed for periods not to exceed six (6) months in any twelve (12) consecutive month period. All types of hurricane panels/shutters must be maintained in excellent condition at all times.

Section 80 LANDSCAPING

Landscape plantings need to be submitted to the Architectural Review Committee for approval. In order to facilitate and expedite the process, an approved landscape materials list has been compiled by the Association. This should speed the process for residents desiring to do this type of home improvement project.

Fruit tree installation may be approved on a limited basis. If approved, it is limited to one or two fruit trees in the rear yard or farther back on the side yard if the homeowner can provide a reasonable setback to the adjacent property.

STREET TREES

Oak or Palm Trees have been installed as a street tree to create a consistent streetscape in various Three Oaks neighborhoods. These trees may not be removed without authorization by the Master Association. Any replacement of these trees due to death or disease must be done with similar variety Oak or Palm Tree only.

Section 90 MAILBOXES

All homes must install the standard approved mailbox for their neighborhood and it must be maintained in excellent condition (including the operation and maintenance of any associated lights) or replaced with the same approved mailbox in accordance with Association Rules and Regulations.

Section 100 PARKING

All overnight parking should be in garages or driveways.
Commercial vehicles should be parked in garages.

Section 110 RECREATION EQUIPMENT

The Association will establish standards for placement, size, height and perimeter landscaping of play structures (cannot exceed 9' in height), swing sets, basketball goals and other exterior equipment or structures.

Keep in mind that the perimeter area outside of the play structure must be landscaped

with appropriate materials, or within five (5') feet of the lot boundaries along the entire perimeter of the rear yard at the time of installation, and must be properly maintained at all times. We have pre-approved one of the following plant materials for your use: (1) Viburnum Shrubs; (2) Ficus Hedge; (3) Areca Palms. Should you desire a different material, you will need to submit your request for a separate approval. The landscaping is a requirement of the approval, and as such is an integral part of the improvement as it visually enhances the installation and thereby protects the value of all homes in the neighborhood.

Section 120 SCREENED ENCLOSURES

All exterior colors and finishes must match the existing colors and finishes on the home.(i.e. windows, screening, etc.). Please note the roof of the screened area may be a screen roof enclosure or the same material as the existing roof. It may not be an aluminum roof.

Section 130 SATELLITE DISHES OR ANTENNAS

All exterior antennas are prohibited.

Satellite dishes, **no greater in size than the size requiring approval in residential subdivisions** under the Telecommunication Act of 1995, as amended, will be approved but must comply with all requirements of approval including site location (for good reception), height and perimeter landscaping.

The recommended location is no greater than 3 feet off the ground, ground mounted or mounted on the side wall of the house, with landscaping provided around the perimeter in the form of a hibiscus or other approved hedge.

Section 140 SECURITY LIGHTING

a. All exterior lighting must be approved prior to installation in order to verify that there is no glare or light intrusion into an adjoining owners property that would limit the quiet enjoyment of their property.

b. **Landscape Lighting:** The height of this ground mounted lighting cannot exceed 18" and the lights must have clear bulbs and lenses. An approval form showing the location of installation on a site survey must be submitted for review.

Section 150 SIGNAGE

a. Only one "For Sale" sign of standard size (not to exceed six (6) square feet), may be placed on any lot by the Owner or Realtor. "For Sale" signs may only be placed in the front yard of any lot.

b. The signage must be mounted on the ground either on a 4' x 4' post or on an aluminum frame. No tag lines (add-ons) are permitted except for the name of the realtor or the word "Sold".

Section 160 SOLAR PANELS

The solar panels which are approved are of the strip solar-type, such as Solar Roll or High Temp.

It is recommended that all solar panels be installed on the back of the house or where they are least visible from the street. In addition, landscaping may need to be planted to further screen the panels and all pump and ground equipment, where applicable.

The installation of solar panels on a roof may void any remaining roof warranty as the roofing contractor will not warranty a roof after additional work has been done on the roof by others.

The solar panels must be kept in excellent condition at all times.

Section 170 SWIMMING POOLS

The pool, deck and screened enclosure must be constructed in conformance with all Lee County codes, regulations, and setback requirements. It is the homeowner's responsibility to obtain all Lee County Building Permits.

All exterior colors and finishes must match the existing colors and finishes on your home.(i.e. windows, screening, etc.).

Additional landscaping in the form of hedge material needs to be planted around the perimeter of the slab and pool cage area in order to enhance the appearance to adjacent properties. Any hedge material must be planted at least 2 feet from the property line to allow for growth and to avoid encroaching into your neighbors yard. The landscaping is a requirement of the approval, and as such is an integral part of the improvement as it visually enhances the installation and thereby protects the value of all homes in the neighborhood.

It is the homeowner's responsibility to locate the irrigation system on the property and to prevent any damage to the system or to the homeowners property. We recommend that your contractor cap or re-locate the lines prior to construction in order to avoid any damage. Please be on notice that the risk and cost of any damage or restoration of the system is assumed by the homeowner.

It is the homeowner's responsibility to replace any sod or landscaping to its original type or location that is removed from their yard or those of their adjoining neighbor's yards during construction.

Section 180 VIOLATIONS & FINES

It is recognized that the Associations may implement a fine policy in order to enforce architectural and other restrictions, and to avoid the requirement of court proceedings in certain instances, due to the cost of such proceedings.

The Architectural Review Committee should send out the first warning. The homeowner will have five days from the date of the mailing to respond.

If the homeowner does not correct the violation or respond within five (5) days of mailing of the first warning, the Board has the right to assess a fine against the Owner.

If the homeowner objects to the notice of violation or the fine, an informal hearing shall be held before the Board of Directors. The Board may rescind or uphold any fine assessed.

The Board, and not the Architectural Committee, shall assess all fines. Fines are

assessable for violations of the Use Restrictions and for violations of the architectural requirements.

For each violation, the fines will be as follows:

1.	First warning from Board: No fine.	
2.	Second violation (within one year):	$25.00 Per Violation
3.	Third violation (within one year):	$25.00 Per Violation
4.	Fourth violation (within one year):	$50.00 Per Violation
5.	Fifth violation and thereafter:	$100.00 Per Violation

Violations for storage of motor homes, boats, commercial vehicles or the like may be on a per day basis. For example, if a motor home is kept at a homesite and a warning issued, fines for the second violation may begin on the second day the motor home is at the homesite, whether or not it has previously been moved.

THREE OAKS I MASTER ASSOCIATION, INC.
Architectural Review Request Form

Community Name: _____

REQUEST FOR MODIFICATION OR ALTERATION OF HOME OR LANDSCAPING:

1. DESCRIBE CHANGE: _____
   _____
   _____
   _____
   _____

2. ATTACH: Specifications and drawings of modifications / alteration, a survey of your property, the license number and certificate of insurance for the contractor, product information, specifications and model number of product being requested, and if you are painting, a sample of the paint color or a paint chip.

3. RETURN THIS FORM AND CONTRACTOR SPECIFICATIONS TO:

   Three Oaks I Master Association, Inc.
   Attn: Architectural Review
   13891 Jetport Loop Road, Suite 9
   Fort Myers, FL 33913

OWNER'S NAME: _____ DATE: _____

ADDRESS: _____

SUBDIVISION: _____

LOCAL PHONE #: _____ OTHER: _____

APPROVED: _____ DENIED: _____

SIGNED: _____ DATE: _____
_____ Homeowners Association Representative*

APPROVED: _____ DENIED: _____

SIGNED: _____ DATE: _____
Three Oaks I Master Association Representative*

** APPROVAL IS ONLY GRANTED IF SIGNED BY BOTH ASSOCIATION REPRESENTATIVES. YOU ARE NOT AUTHORIZED TO COMMENCE ANY WORK WITHOUT THESE SIGNATURES.*

THREE OAKS I MASTER ASSOCIATION, INC.
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RECOMMENDED PLANT LIST FOR LANDSCAPING

SHADE TREES

LIVE OAK
LAUREL OAK
MAHOGANY
CARROTWOOD
EAST PALATKA HOLLY
BLACK OLIVE

SMALL TO MEDIUM TREES

LIGUSTRUM
CATTLEY GUAVA
WAX MYRTLE
BOTTLEBRUSH
DAHOON HOLLY
SILVER BUTTONWOOD
LOQUAT

PALMS

SABLE PALMS
QUEEN PALMS
PYGMY DATE PALMS
WASHINGTON PALMS
CANARY ISLAND DATE PALMS
CHINESE PAN PALMS
EVERGLADES OR PAUROTIS PALMS
EUROPEAN FAN PALMS
ARECA PALMS
KING SAGO PALMS
MAJESTY PALMS

SHRUBS

WAX MYRTLE
RED TIP COCO PLUM
SEA GRAPE
HIBISCUS
ORANGE JASMINE
PITTOSPORUM
BOUGAINVILLEA
ILEX SHILLING
LIGUSTRUM
IXORA - NORA GRANT
PHILODENDRUN
SELLOUM
VIBURNUM
INDIA HAWTHORNE
THRYALLIS
FAKAHATCHEE GRASS
SILVER BUTTONWOOD
GARDENIA
DOWNEY JASMINE
GUAVA
PODOCARPUS

GROUND COVERS

LIRIOPE
GOLD LANTANA
BLUE DAZE
BOSTON FERN
PURPLE LANTANA
JUNIPERS
RHEO DISCOLOR
PERIWINKLE