

**ARCHITECTURAL REVIEW COMMITTEE**

**POLICIES AND GUIDELINES**



**LAKEWOOD PARK**  
**AT ALTAMONTE SPRINGS**

**LAKEWOOD PARK CONDOMINIUM ASSOCIATION, INC.**

**Revision 4 - Dated: May 15, 2019**

**LAKWOOD PARK CONDOMINIUM ASSOCIATION, INC.  
POLICIES AND GUIDELINES**

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**LAKWOOD PARK CONDOMINIUM ASSOCIATION, INC.  
POLICIES AND GUIDELINES**

**INTRODUCTION**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) are responsible for establishing, monitoring and enforcing compliance regarding ARC Policies and Guidelines. These policies and guidelines have been developed to ensure aesthetic harmony throughout while making sure one resident's alteration does not adversely impact other residents or the community.

The goal is to assist an owner or resident to understand the policies and guidelines adopted by the ARC, as well as the application and review process. These policies and guidelines provide some broad indications of the goals and objectives as well as some clear prohibitions and restrictions. Any alterations to the exterior or common areas of a unit must be approved by the ARC due to liability issues and landscaper access issues. In reviewing each submission, the ARC may consider any factors it deems relevant including, without limitation, harmony or external design and compatibility with surroundings and environment. Decisions may be based on purely aesthetic considerations.

**PRIOR TO STARTING ANY WORK, WE SUGGEST THAT ALL OWNERS AND RESIDENTS  
REVIEW THE GUIDELINE FOR THEIR PLANNED ALTERATION.**

**WE URGE YOU TO CONTACT THE ASSOCIATION OFFICE PRIOR TO FILLING OUT ANY  
APPLICATION TO BE SURE THAT YOU HAVE THE MOST CURRENT SET OF ARC POLICIES  
AND GUIDELINES.**

**PLEASE DIRECT YOUR QUESTIONS, COMMENTS AND ARC APPLICATIONS TO:**

ARCHITECTURAL REVIEW COMMITTEE  
c/o Lakewood Park Condominium Association, Inc.  
335 Lakepointe Drive  
Altamonte Springs, FL 32701  
(407) 260-1632  
lakewoodpark@gmail.com

**LAKWOOD PARK CONDOMINIUM ASSOCIATION, INC.  
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**MISCELLANEOUS ITEMS**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines regarding:

**PET GATES**

Pet gates are not permitted to be permanently mounted to the building, patio or balcony using nails or screws. Pet gates must be removed and stored when not in use. The use of spring-loaded gates is allowed while the resident and pet are on the patio or balcony. As per the condominium Rules and Regulations, pets shall not be allowed on the patio or balcony of a Unit unless the Unit Owner is present.

**PRIVACY SCREENS ON PATIOS/BALCONIES**

Privacy screens are permitted to be installed on patios/balconies if they are not permanently mounted with nails, screws, or hooks. Privacy screens can be installed with the use of tension rods. All privacy screens and hardware should be natural in color (i.e. brown, beige, tan).

**NOISE TRANSMISSION REQUIREMENTS FOR FLOORING**

All changes to floors separating Units (tile, hardwood, stone, carpet, etc.) must provide code-compliant sound control properties for airborne and impact sound insulation. In addition, the floor/ceiling assemblies must satisfy the higher sound control requirements established for the project as set forth herein. The impact sound insulation rating of the floor/ceiling assemblies after installation must be Impact Insulation Class (IIC) 50 or higher. Airborne sound insulation rating thereof must be Noise Isolation Class (NIC) 52 or higher.

**OUTDOOR CEILING FANS**

**OUTDOOR CEILING FANS ARE NOT PERMITTED ON PATIOS OR BALCONIES.**

**EXTERIOR WINDOW SCREENS**

All exterior window screen frames must be bronze color.

**TENANT REQUESTS**

Any ARC requests by a tenant, must be made through the unit's owner. ARC applications will not be accepted from a tenant.

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**SCREEN/STORM DOORS**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines for the installation and use of **SCREEN/STORM DOORS**.

1. A homeowner must make written application to the ARC prior to any installation.
2. The following screen/storm door has been approved for use:
  - a. Emco 36-inch x 80-inch 200 Series Screen Door
  - b. Color: Bronze



3. The cost for the installation of a screen/storm door will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.
4. The Architectural Review Committee (ARC) shall have the right to disapprove any application that is not suitable or desirable, for aesthetic or any other reason. If disapproved, the ARC will provide written explanation for disapproval and request that the homeowner resubmit the application.
5. If an application has been approved, upon completion of the installation, the ARC has the right to inspect and compare the completed work to the written application for compliance. Any deviation from the original plan will be required to be corrected at the homeowner's expense.

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**SATELLITE DISHES**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines for the installation and use of **SATELLITE DISHES**.

1. A homeowner must make written application to the ARC prior to any installation.
2. The cost for the installation of a satellite dish will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.
3. Residents who wish to install a satellite dish must adhere to the association's documents, including:
  - a. The device must be installed within a condominium unit, on a patio or balcony. No device may be installed in a common area.
  - b. The device or cables **CANNOT** be installed or attached to any exterior walls, roofs or railings. The device is **NOT ALLOWED** to be secured to any building, patio or balcony with the use of any nails, hooks, or brackets. The device is permitted to be secured with cables attached to a balcony railing.
  - c. The device must be no larger than one meter (3ft, 3in.) in diameter, measured across the widest part.
4. The Architectural Review Committee (ARC) shall have the right to disapprove any application that is not suitable or desirable, for aesthetic or any other reason. If disapproved, the ARC will provide written explanation for disapproval and request that the homeowner resubmit the application.
5. If an application has been approved, upon completion of the installation, the ARC has the right to inspect and compare the completed work to the written application for compliance. Any deviation from the original plan will be required to be corrected at the homeowner's expense.

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**HURRICANE SHUTTERS**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines for the installation and use of **HURRICANE SHUTTERS**.

1. A homeowner must make written application to the ARC and include pictures of the style of shutters to be used and note the placement of the shutters on each window or door of the condominium unit.
2. All permanently mounted hardware including tracks, bolts, brackets, etc., must be painted to match the surface on which they are mounted.
3. The cost for the installation of hurricane shutters will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.
4. **THE USE OF PLYWOOD OR OTHER "TEMPORARY-TYPE" SHUTTERS IS PROHIBITED. ANY OWNER OR RESIDENT WHO IMPROPERLY INSTALLS THESE TYPES OF SHUTTERS WILL BE HELD FINANCIALLY LIABLE FOR ANY DAMAGE AND REPAIRS TO THE EXTERIOR OF A BUILDING.**
5. The following styles have been approved for use:

- a. Roll Down Shutters



- b. Removable Panel Aluminum Shutters



- c. Accordion Style Shutters



6. Hurricane shutters may only be used when a hurricane or tropical storm watch or warning has been issued by state or National Weather Service authorities for Altamonte Springs, Seminole County and surrounding areas. Hurricane shutters **MUST** be removed within 48 hours after the storm passes. Hurricane shutters **MUST** remain open or removed at all other times.
7. The Architectural Review Committee (ARC) shall have the right to disapprove any application that is not suitable or desirable, for aesthetic or any other reason. If disapproved, the ARC will provide written explanation for disapproval and request that the homeowner resubmit the application.
8. If an application has been approved, upon completion of the installation, the ARC has the right to inspect and compare the completed work to the written application for compliance. Any deviation from the original plan will be required to be corrected at the homeowner's expense.

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**LANDSCAPE ALTERATIONS**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines regarding **LANDSCAPE ALTERATIONS**.

1. A homeowner must make written application to the ARC prior to any installation or alteration including pictures, diagrams or drawings to note the placement of all alterations.
2. No alterations to the existing irrigation system can be made and any damages to the existing system will be expensed to the owner.
3. The cost for any alterations will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.
4. The Board made a change to the Landscape Alteration ARC Guidelines on May 15, 2019, allowing owners and residents to apply mulch. The following mulch has been approved for use:

DARK BROWN CYPRESS MULCH



To keep a consistent appearance throughout the community, no other types or colors of mulch have been approved for use. Please make sure to submit an ARC Application for approval prior to installation.

Note: Previously approved applications for pine bark mulch can remain in place, however, when changing out or adding mulch new guidelines must be met

5. Only materials listed on the approved list may be used. The following is a list of acceptable materials:
  - a. PLANTS: Crepe myrtle, American Holly, Viburnum, Ligustrum, Shefflera, Lirope, Knockout Rose, Mexican Petunia, African Lily, Plumbago, Pittosporum, Hibiscus, Indian Hawthorne, Mexican Heather, Penta, Croton, Verbena, Mondo Grass, Prodocarpus, Pyracantha, Asian Jasmine, Loropetulum
  - b. ANNUALS: Petunia, Pansy, Marigold, Begonia
  - c. ROCKS: River Rock, medium to large size, brown/gold color scheme
6. The Architectural Review Committee (ARC) shall have the right to disapprove any application that is not suitable or desirable, for aesthetic or any other reason. If disapproved, the ARC will provide written explanation for disapproval and request that the homeowner resubmit the application.
7. If an application has been approved, upon completion of the installation, the ARC has the right to inspect and compare the completed work to the written application for compliance. Any deviation from the original plan will be required to be corrected at the homeowner's expense.



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**WINDOW COVERINGS**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines regarding **WINDOW COVERINGS**.

1. As per Association documents, all window coverings including blinds, shutters, draperies and sheers are permitted if they show white on the exterior of the unit.
2. No deviations are permitted or will be granted.
3. An ARC application is not required if the owner or resident complies with Association documents. Any resident not in compliance will receive a violation notice.
4. Blackout liners are permitted if they are white in color.

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**WINDOW FILM**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines regarding **WINDOW FILM**.

1. A homeowner must make written application to the ARC prior to any installation.
2. The following window film has been approved for use:
  - a. Gila Heat Blocking Window Film
  - b. Color: Platinum Grey
3. Mirror style film is not permitted. Window film must be installed on the interior side of a unit. Outside/exterior installation is not permitted.
4. The cost for the installation of window film will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.
5. The Architectural Review Committee (ARC) shall have the right to disapprove any application that is not suitable or desirable, for aesthetic or any other reason. If disapproved, the ARC will provide written explanation for disapproval and request that the homeowner resubmit the application.
6. If an application has been approved, upon completion of the installation, the ARC has the right to inspect and compare the completed work to the written application for compliance. Any deviation from the original plan will be required to be corrected at the homeowner's expense.

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**EXTERIOR LIGHTING**

Lakewood Park Condominium Association, Inc. and the Architectural Review Committee (ARC) have established the following guidelines for the installation and use of **EXTERIOR LIGHTING**.

1. The following styles of exterior lights are approved for use on patios/balconies:
  - a. Motion Lighting
  - b. Globe Styles



2. An ARC application is not required if the owner or resident complies with the Association documents. Any resident not in compliance will receive a violation notice.
3. No deviations are permitted or will be granted.
4. The cost for any alterations will be at the sole expense of the homeowner. All maintenance, repair and replacement costs will be the responsibility of the homeowner.