

WINSTON TRAILS FOUNDATION, INC.
ARCHITECTURAL AND MAINTENANCE STANDARDS

Table of Contents

WINSTON TRAILS FOUNDATION, INC..... 1

ARCHITECTURAL REVIEW PROCESS.....6

1.0 – Review of Proposed Exterior Modifications6

 1.1 – Architectural Review Board (ARB) Definition and Scope 6

 1.2 – Standards Based Review 6

 1.3 – Intent of Standards 6

 1.4 – Conceptual and Planning Consistency 6

 1.5 – Related Maintenance Standards and Other Rules..... 6

 1.6 – General Applicability 7

 1.7 - Compliance 7

 1.8 – ARB Membership and Procedures..... 7

 1.8.1 – ARB Members 7

 1.8.2 – ARB Meetings and Voting 7

 1.8.3 – Review Requirements and Limitation of Liability 7

 1.8.4 – Timely Review and Other Conditions 8

 1.9 – Responsibilities of Applicant 8

 1.9.1 – Responsibility for Plans, Documents, Improvements and Compliance 8

 1.9.2 –Responsibilities of the Applicant..... 8

 1.9.3 – Homeowner Responsibility after Approval..... 9

 1.10 – Non Liability of ARB 9

 1.11 – Appeals 9

 1.12 – ARB Application Process 9

 1.12.1 – Standard Approval Process 9

 1.12.2 – Direct Approval Process..... 9

ARCHITECTURAL STANDARDS 10

2.0 – Fence Standards 10

 2.1 – Fences: General Appearance 10

 2.2 – Fences: Height Range 10

 2.3 – Fences: Lots Bordering Golf Course or Lakes 10

 2.4 – Fences: Materials and Styles 10

 2.4.1 Materials Permitted..... 10

- Wood Shadowbox fence 10
- PVC Shadowbox fence 10
- PVC tongue and groove fence 10
- Aluminum straight rail fence 10
- 2.4.2 Materials Not Permitted 10
- 2.4.3 – Fences: Material Types Limit 10
- 2.4.4 – Fences: Equipment Concealment Exemption 11
- 2.5 – Fences: Location, Maintenance, Operation and Responsibility 11
- 2.6 – Fences: Zero Lot Line Homes 11
- 2.7 – Fences: Front of Property Limit 11
- 2.8 – Fences: Animal Runs Not Permitted 11
- 3.0 – Paint and Exterior Color Standards 11
- 3.1 – Paint: Basic Requirements 11
- 3.1.1 – Association Approvals 11
- 3.1.2 – Village Association Paint Standards 11
- 3.1.3 – Number of Colors 12
- 3.1.4 – White on White 12
- 3.1.5 – Color Similarity Restriction 12
- 3.1.6 – Driveway Coordination 12
- 3.2 – Paint: Color Availability 12
- 3.2.1 – Prior Colors and Current Palette 12
- 3.2.2 – Manufacturer and Color Matching 12
- 3.3 – Coordinating Components of the House 12
- 3.3.1 – Body 12
- 3.3.2 – Trim 12
- 3.3.3 – Accent 13
- 3.3.4 – Front Door 13
- 3.3.5 – Garage Door 13
- 3.3.6 – Driveway and Walkways 13
- 4.0 – Sheds and Storage Units 13
- 4.1 – Sheds and Storage Units: Required Concealment 13
- 4.2 – Sheds and Storage Units: Types and ARB Requirements 13
- 4.2.1 – Portable 13

4.2.2 – Permanent	14
4.2.3 – PODS	14
5.0 – Landscaping	14
5.1 – Landscaping: Beds.....	14
5.2 – Landscaping: Mulch, Landscape Rock, or Natural Ground Cover	14
5.3 – Landscaping: Hedges	14
5.4 – Landscaping: Trees.....	14
5.4.1 – Trees: ARB Review and Approval Required	14
5.4.2 – Trees: Required for Homes Not on a Zero Lot Line Property.....	14
5.4.3 – Trees: Required for Homes on a Zero Lot Line Property	14
5.4.4 – Trees: Easement, Swale and Common Area Restriction	15
5.4.5 – Trees: Palm Trees	15
5.4.6 – Trees: Vehicle and Pedestrian Visibility or Hindrance.....	15
5.4.7 – Trees: Other Requirements and Restrictions	15
5.5 – Landscaping: Yard Décor.....	15
5.5.1 – Lawn Ornaments, Fountains, and Statues	15
5.5.2 – Decorative Pots	15
5.6 – Landscaping: Lighting	16
5.6.1 – General Aesthetics and Requirements.....	16
5.6.2 – Permitted Types and Usage.....	16
5.7 –Landscaping: Artificial Plants Restriction	16
5.8 – Landscaping: Lawns	16
5.8.1 – Lawns: General	16
5.8.2 – Lawns: Swale	16
5.8.3 – Lawns: Required Maintenance	16
5.9 – Landscaping: Maintenance Standards.....	16
5.9.1 – Lawns	16
5.9.2 – Nuisance Weed Removal	17
5.9.3 – Trimming.....	17
5.9.4 – Bed and Ring Materials	17
5.9.5 – Landscape Borders	17
5.9.6 – Prevent Clogged Storm Drains.....	17
6.0 – Exterior Home lighting	17

7.0 – Driveways/Sidewalks – Extensions	18
8.0 – Antennas / Satellite Dishes	18
9.0 – Gazebos / Tiki Huts / Outdoor Awnings / Pergolas	18
10.0 – Screen Enclosures and Patio Roofs.....	18
11.0 – Swimming Pools.....	19
12.0 – Mailboxes	19
13.0 – Basketball Hoops	19
14.0 – Roof Replacements.....	19
14.1 – Basic Requirements	19
14.2 – Colors.....	19
14.3 – Village Association Requirements.....	19
15.0 – Garage Doors	20
15.1 – Replacement	20
15.2 – Styles	20
15.3 – Garage Doors with Windows.....	20
15.4 – Paint Requirements.....	20
16.0– Concealment of Outdoor Equipment	20
17.0– Gutters.....	20
18.0– Hurricane Shutters	20
19.0– Windows	20

ARCHITECTURAL REVIEW PROCESS

1.0 – Review of Proposed Exterior Modifications

1.1 – Architectural Review Board (ARB) Definition and Scope

All properties within Winston Trails were developed within municipal building codes and ordinances, and must be maintained as such. All properties are subject to the governing documents and Rules and Regulations of Winston Trails as amended from time to time. The governing documents of Winston Trails provide that no exterior modification of any kind shall be made without written approval of the Architectural Review Board (ARB). Further, no application for exterior modification may be submitted to Winston Trails without first obtaining approval from the village association in which the property is located. If these Standards conflict with other governing documents, the most restrictive requirement, any governmental code, by-law or regulation, will apply.

1.2 – Standards Based Review

The following Standards set forth the criteria upon which the ARB will base their review and approvals or rejections of proposed exterior modifications. The ARB does not seek to restrict individual tastes and preferences. The ARB intends to be completely fair and objective in the design review process and maintain sensitivity to individual aspects of design.

1.3 – Intent of Standards

It is the intention that the “Standards” will guide the development towards maximizing the residents’ enjoyment of their chosen lifestyle within a community that is harmonious and environmentally sound. Homeowners may not in any way infringe on their neighbors’ privacy or tranquility.

1.4 – Conceptual and Planning Consistency

The architectural and landscape concepts are to complement each other, as well as the surrounding open space. The ARB reserves the right to waive, modify or add any requirement in order to achieve the purpose contemplated herein for architectural planning.

1.5 – Related Maintenance Standards and Other Rules

This manual also includes the maintenance standards and a brief summary of the Rules and Regulations of Winston Trails. It is important to remember that each village association has governing documents and community standards separate from Winston Trails Foundation. The stricter of the two association’s standards must be upheld. Any homeowner in Winston Trails should always check the village association standards in addition to the Winston Trails Foundation standards.

1.6 – General Applicability

Exterior modifications not specifically addressed in this document will be reviewed by the ARB of the village association and the Winston Trails ARB for their recommendation. All exterior modifications submitted to the Winston Trails Board of Directors are subject to the final decision by the Board of Directors.

1.7 - Compliance

This manual is binding on all homeowners within Winston Trails. Remedies for failure to comply are outlined in the governing documents.

1.8 – ARB Membership and Procedures

1.8.1 – ARB Members

The ARB shall consist of at least three, but no more than five equal voting committee members who shall serve terms subject to the sole discretion of the Board of Directors of Winston Trails Foundation, Inc.

1.8.2 – ARB Meetings and Voting

The ARB shall determine its rules of order, meeting dates, meeting locations, submission deadlines and meeting format. The vote of any two (2) members of the ARB shall constitute an act of the ARB. In the event of a tie vote, the Winston Trails Foundation Board of Directors shall resolve the question at hand. Meeting dates of the ARB are posted in the property management office and may be available elsewhere such as the homeowners' web portal. The ARB may accept consultation from non-voting consultants as deemed necessary by the committee to advise on matters that may come before the committee.

1.8.3 – Review Requirements and Limitation of Liability

The purpose of plan review by the ARB is to ensure compliance with the exterior design and aesthetic standards required in Winston Trails, as well as to ensure compliance with the governing documents of Winston Trails. Please see the specifics noted below.

- a. Improvements and/or alterations are subject to applicable permits. Permitting process is the sole responsibility of the homeowner.
- b. Investigation of all contractors, licenses and insurance are the responsibility of the homeowner.
- c. Approvals granted for modifications are based on aesthetic point of view and does not constitute an approval from an engineering/structural point of view.
- d. Any modifications, additions or deletions made to the submitted application and approval after approval will void any approval granted and require a new application to be submitted and reviewed.
- e. All work must be commenced within 90 days and completed within 180 days from the date of the signed approval. If the work is not commenced or completed within this period, the application must be resubmitted.

- f. Access to areas of construction may only be allowed through your property. No permission is granted to access your property across common areas or neighboring lots.
- g. Village associations in Winston Trails may have their own architectural standards which must be adhered to in order to gain approval from Winston Trails Foundation.

1.8.4 – Timely Review and Other Conditions

The ARB intends:

- a. To review in a timely manner all applications for modification for compliance with the standards of the community.
- b. Provide an approval, conditional approval, or denial of the application within 30 days after a completed application is submitted.
- c. To request additional information that may be needed for the review process.
- d. To place conditions on plan approvals as it deems necessary and reasonable.
- e. To recommend amendments to the criteria in this manual as may be required.

1.9 – Responsibilities of Applicant

1.9.1 – Responsibility for Plans, Documents, Improvements and Compliance

The applicant, contractor and those responsible for preparing plans and documents to be reviewed bear all liability and responsibility for the plans and the final improvements. The applicant shall also be responsible for meeting the criteria and standards in this manual and any other requirements of the ARB.

1.9.2 – Responsibilities of the Applicant

The following responsibilities of the Applicant include but are not limited to:

- a. To comply with all applicable ordinances, rules, regulations, laws and policies enacted by any district, association, local or state, regional or federal government or regulating body with jurisdiction over the Winston Trails Foundation.
- b. To ensure that all structural, electrical, mechanical, civil, architectural or landscaping design or health, safety and welfare requirements are met.
- c. To secure all applicable governmental and utility company approvals and permits.
- d. To hire only professionals insured and licensed by the State of Florida.
- e. To ensure the performance or quality of work of any contractor.
- f. To ensure that any and all construction and modifications will be in strict compliance with the approved plans.
- g. To submit completed application and plans for construction or improvements.
- h. To submit one application per major modification. For example, separate applications for a pool and screen enclosure, or for house painting and driveway staining.

1.9.3 – Homeowner Responsibility after Approval

- a. Ensure that all contractors gain access to their property through the homeowner's property and not common area or neighboring lot or easement.
- b. Ensure that the site is cleaned daily and that no dangerous situation is created for other neighbors or guests.
- c. All damage to common area or neighboring lots will be restored immediately to the prior condition.
- d. Submit all changes or revisions in plans to the ARB before proceeding to make changes.
- e. Once the improvement is completed, the Winston Trails Foundation, the village association or their representative may inspect the project to verify compliance with the plans.

1.10 – Non Liability of ARB

Members of the ARB or the Board of Directors of Winston Trails Foundation will not be held liable to the Association, any homeowner or Applicant, or any other person arising out of, or related to, the performance or nonperformance of the ARB's duties or review.

1.11 – Appeals

If a homeowner wishes to appeal the decision of the ARB a request in writing, stating the reasons for appeal must be submitted within 30 days of the ARB decision to the Board of Directors of the village association in care of the management company. Winston Trails Foundation will NOT hear an appeal for an application that has not been approved by the appropriate village association. The Board will consider all appeals at the next regularly scheduled Board meeting.

1.12 – ARB Application Process

1.12.1 – Standard Approval Process

The standard approval process involves the homeowner's submittal of the completed ARB application. The office will review the application to ensure it is complete. The village association will then review the application for approval. Once the village has approved the application, the application will then be reviewed by the ARB Committee. The final step of the approval process is the Winston Trails Foundation board sign off. The application can be denied at any step during this process. The Winston Trails Foundation does have the ability to deny an application approved at the village and ARB level if the Foundation finds the application is not in compliance with the current ARB standards, rules or governing documents.

1.12.2 – Direct Approval Process

The direct approval process involves the homeowner's submittal of the completed ARB application. The office will review the application to ensure it is complete. The village association will then review the application for approval. Once the village has approved the application, the application will then be reviewed by the property management staff

for approval. The ARB Committee and Winston Trails Foundation do not need to approve Direct Approval applications unless any aspect of the application is incomplete or in question. The property management staff may at their discretion, forward the application to the ARB committee and Winston Trails Foundation for approval.

Direct approval applications only apply to paint, gutter and hurricane shutter applications.

ARCHITECTURAL STANDARDS

2.0 – Fence Standards

2.1 – Fences: General Appearance

All fences within Winston Trails must be white in color and maintained so that there is no discoloration, rotted wood or peeling paint. Posts must be to the inside of the area enclosed by the fence and maintained to keep the fence sturdy.

2.2 – Fences: Height Range

Maximum fence height is 6 feet and minimum height is 4 feet.

2.3 – Fences: Lots Bordering Golf Course or Lakes

All fences bordering on a golf course lot or lake view lot may only have white, aluminum, straight rail fence of 5 feet in height with no additional ornamentation on top of the rails. The portion of the fence on the sides not facing the golf course or lake view lots may be constructed of another type of approved fencing in order to allow for privacy.

2.4 – Fences: Materials and Styles

Interior lots may use one of the following type fence materials. No ornamentation is permitted on the top of the fence or posts. A flat or plain pyramid cap is allowed.

2.4.1 Materials Permitted

- Wood Shadowbox fence
- PVC Shadowbox fence
- PVC tongue and groove fence
- Aluminum straight rail fence

2.4.2 Materials Not Permitted

No other fence material including chain link, chicken wire, lattice (see exception below to conceal outdoor equipment), fabric, etc. may be used on a residential Winston Trails lot.

2.4.3 – Fences: Material Types Limit

No more than two types of fence material may be used on any single homeowners' lot within Winston Trails.

2.4.4 – Fences: Equipment Concealment Exemption

The only exception to the fencing material requirements is smaller, lattice type fencing material may be used to conceal outdoor equipment such as an air conditioning unit or pool pump. This may only be used if the material completely covers the equipment from the front and side(s) and is permanently installed.

2.5 – Fences: Location, Maintenance, Operation and Responsibility

Fences must be located on a single homeowner's property and that homeowner will be responsible for maintenance, painting, and repair of the fence on both sides. Fences must be cleaned and/or painted as needed to avoid any discoloration from irrigation or mold/mildew. Slats must be replaced as needed to avoid rot and dislocation. Gates must be closed at all times except when in use. Gates must be in good repair at all times.

2.6 – Fences: Zero Lot Line Homes

Zero lot line homes must maintain the white, wooden shadowbox fence on the side of the home as installed by the builder. These dividing fences cannot be removed unless replaced with an approved fence.

2.7 – Fences: Front of Property Limit

Fences may not extend beyond the front corner of the property home OR the front corner of a neighbor's home.

2.8 – Fences: Animal Runs Not Permitted

No animal runs of any type are permitted.

3.0 – Paint and Exterior Color Standards

3.1 – Paint: Basic Requirements

3.1.1 – Association Approvals

Approval from both the Winston Trails Foundation and the village association are required for any exterior painting before the work begins. The house paint and driveway stains must coordinate appropriately within a designated color family.

3.1.2 – Village Association Paint Standards

Some village associations may have more restrictive guidelines. **Lists and visual references of color palettes are available on the Winston Trails HOA website (www.winstontrailshoa.com) and in the office. Please see the Standards Supplement: Paint Palette, WT-AMS-PAL for Winston Trails Foundation and village association requirements prior to submitting ARB application.**

3.1.3 – Number of Colors

Homes may be painted with a maximum of three (3) colors. There is one color for the body of the house, one color for the trim and one color for an accent color. Faux wood painted front doors and garage doors are not included in this three-color maximum.

See section 3.3 – Coordinating Components of the House

3.1.4 – White on White

Use of white on the body of the house and the trim, known as “white on white”, is permitted.

3.1.5 – Color Similarity Restriction

Houses may not be painted the same or similar body color of the neighboring homes on each side of the subject house.

3.1.6 – Driveway Coordination

Paint selection will be approved based on the color scheme that coordinates with the current or future driveway color.

3.2 – Paint: Color Availability

3.2.1 – Prior Colors and Current Palette

Many prior paint colors are no longer on the current paint palette. Homeowners will not be required to repaint their home solely to comply with the current palette color schemes.

3.2.2 – Manufacturer and Color Matching

Homeowners may choose to use a different paint manufacturer other than the approved color scheme manufacturer. The homeowner must take an approved paint color sample to the manufacturer of their choice and have the sample computer matched to the approved color sample.

3.3 – Coordinating Components of the House

3.3.1 – Body

The body of the house includes all exterior walls and is considered to be everything that is not listed as trim, accents or doors.

- a. Inside enclosed patio walls are considered the body of the house.
- b. Faux stone walls in the front of the house must be painted to coordinate with the house color.

3.3.2 – Trim

Trim is considered to be all decorative bands and columns, trim around doors, windows and the garage(s), original builder planters, shutters and any permanent decorative feature attached to the house, such as circle vents above the garage doors. Fascia boards are considered to be part of the trim of the house. Trim may be painted either Extra White or the trim color designated in a chosen color scheme.

- a. A homeowner may choose to paint shutters and decorative features such as vents a trim color or an accent color. However, the house is not permitted to exceed three (3) colors for the body, trim and accent color choices.

3.3.3 – Accent

Accents are considered to be the shutters, front doors, pedestrian doors or garage doors. Accents may be painted the coordinating accent color in the chosen color scheme.

3.3.4 – Front Door

Front doors may be painted the same color as the body, trim or coordinating accent color. Faux wood painting is permitted on the front door and is not required to match the garage door paint color. Faux wood painting is considered a texture, and it not included in the three-color paint maximum per home.

3.3.5 – Garage Door

Garage doors may be painted the same color as the body, trim or coordinating accent color (not including the trim bands that surround the garage doors). Faux wood painting is permitted on garage doors and is not required to match the front door paint color. Faux wood painting is considered a texture, and it not included in the three-color paint maximum per home.

3.3.6 – Driveway and Walkways

Concrete driveways and walkways may not be painted. Driveways and walkways may only be stained or coated from the approved color list.

- a. **Patterns and shapes** – Geometric patterns and shapes are permitted but must all be in the same color scheme and coordinate with the house and roof. Varying hues of the same color family may be used in the pattern (for example, light brown, medium brown and dark brown). A maximum of three hues is permitted.
- b. **Sidewalks** – The portion of the sidewalk between the driveway and the driveway apron may NOT be stained or coated.
- c. **Pavers** – Brick pavers are permitted to replace concrete driveways. The sidewalk within the driveway and driveway apron must stay concrete. Brick pavers must be approved by the ARB Committee and village association, and must coordinate to the color scheme of the house.

4.0 – Sheds and Storage Units

4.1 – Sheds and Storage Units: Required Concealment

All sheds or storage units must be completely concealed from street view or neighboring lot(s).

4.2 – Sheds and Storage Units: Types and ARB Requirements

4.2.1 – Portable

Portable sheds and storage units must be of a nature similar to Rubbermaid storage units, and do not require an ARB application or approval.

4.2.2 – Permanent

Permanent sheds and storage units require normal ARB application and approval prior to installation.

4.2.3 – PODS

These temporary storage units are permitted to be parked on a driveway if the unit fits completely on the driveway without blocking the sidewalks for no more than three days without a special permit due to construction. PODS will not be permitted for more than 10 days. ARB approval is not needed, however homeowners must notify the village boards if they intend to use a temporary storage unit for any amount of time.

5.0 – Landscaping

5.1 – Landscaping: Beds

Each home at minimum is required to have landscape beds in the front of their home planted with trees, shrubs and hedge like material under the front windows. Landscape beds can be expanded as approved by the ARB Committee. Empty beds are not permitted.

5.2 – Landscaping: Mulch, Landscape Rock, or Natural Ground Cover

Mulch, landscape rock or natural ground cover is required for all plant beds and tree rings visible from the street (side or front lawn). Dirt beds are not permitted.

5.3 – Landscaping: Hedges

Hedges must be maintained at a height of no more than 8 feet on the rear and side setbacks of the property, and a height of no more than 4 feet on the front setback per Palm Beach County code(s). Hedges must be planted on the owner's property and must be maintained on all sides by the owner of the hedge from their own property.

5.4 – Landscaping: Trees

5.4.1 – Trees: ARB Review and Approval Required

Any removal or addition of any tree requires the submission of an ARB application for review and approval prior to taking such action.

5.4.2 – Trees: Required for Homes Not on a Zero Lot Line Property

All homes in Winston Trails, not located on a zero lot line property, will be required to have one hardwood tree at least twelve (12) feet in height and three (3) palm trees at least eight (8) feet in height in the front of the property.

5.4.3 – Trees: Required for Homes on a Zero Lot Line Property

All homes in Winston Trails on a zero lot line property will be required to have a minimum three (3) palm trees with at least 8 feet of clear trunk in the front of their home.

5.4.4 – Trees: Easement, Swale and Common Area Restriction

Trees in easements, swales or common areas will not be counted as a property tree. Trees may not be planted in easements, common areas, or swales. Homeowners may remove trees from easements or swales with ARB approval, but may not remove trees from common areas.

5.4.5 – Trees: Palm Trees

- a. Triple or double palm trees can only be counted as multiple trees if each trunk clears the minimum height requirement of eight (8) feet.
- b. Slow growth palm trees (i.e., Robellinis) are required to have a minimum height of four (4) feet and will be counted as one (1) tree though it may have multiple trunks.

5.4.6 – Trees: Vehicle and Pedestrian Visibility or Hindrance

Hardwood trees, palm trees or shrubbery may not be planted in the front or on the side of the property that will hinder the view of oncoming vehicle traffic or block pedestrian traffic.

5.4.7 – Trees: Other Requirements and Restrictions

- a. For zero lot line homes, hardwood trees, palms and shrubbery are not permitted in the access easement on the zero lot side of home.
- b. Fruit trees are not permitted, with the exception of coconut palms.
- c. Trees must be maintained to allow a minimum of 7 feet of clearance over sidewalks at all times. All trees must be trimmed so that no portion of the tree is touching a neighbor's house or fence.
- d. Florida native trees are preferred. For a list of suggested trees see the Palm Beach County links (8/24).
Preferred Plant Guide (pbcgov.org)
ePZB Admin (pbcgov.org)

5.5 – Landscaping: Yard Décor

5.5.1 – Lawn Ornaments, Fountains, and Statues

All lawn and landscaping decorations must be approved by the ARB Committee and cannot be greater than 5 feet in height. No “whirly birds” or indoor household furniture may be use as a lawn ornament.

5.5.2 – Decorative Pots

Decorative pots are permitted if placed in a plant bed with live, healthy material. Temporary plant containers which are used to grow and sell plant materials are not permitted to be used as decorative pots.

5.6 – Landscaping: Lighting

5.6.1 – General Aesthetics and Requirements

Landscape lighting on a property is intended to accent rather than illuminate and shall be approved by the ARB Committee prior to installation. The lighting must be maintained in neat condition and in working order or be removed.

5.6.2 – Permitted Types and Usage

- a. Low voltage landscape lighting is permitted to highlight trees, shrubs and walkways provided it is with materials designed for landscape use and not Holiday decorative in nature.
- b. All professional landscape lighting should be installed to meet current Palm Beach County codes.
- c. String, twinkle, and rope lighting that is holiday decorative in nature may only be used in the back yard year-round. Holiday lights must be removed from the front yard when Winston Trails instructs to do so.

5.7 – Landscaping: Artificial Plants Restriction

No artificial plant material is permitted in the front yard.

5.8 – Landscaping: Lawns

5.8.1 – Lawns: General

All homes in Winston Trails have natural lawns in the front yard. Lawns are the responsibility of the property owner and shall be maintained in good health as originally installed by the developer.

5.8.2 – Lawns: Swale

Known by various terms, the area of lawn between the sidewalk and the street must be maintained by the property owner per association governing documents. Also, do not park vehicles on the lawn between the sidewalk and street.

5.8.3 – Lawns: Required Maintenance

Like all exterior landscaping, these standards and governing documents specify minimum required maintenance standards for lawns. **See section 5.9.1 – Lawns in 5.9 – Landscaping: Maintenance Standards for details.**

5.9 – Landscaping: Maintenance Standards

5.9.1 – Lawns

- a. **Mowing schedule** – During the months of May through September, mowing and edging should be done at least once every eight days. During the months of October through April, mowing and edging should be done once every ten days.

- b. **Clippings** – Grass clippings must be blown back onto the lawn, not into the street, sidewalks or adjoining properties.
- c. **Edging** – When mowing the lawn, edging along all concrete surfaces is mandatory.
- d. **Fertilization and pest control** – Fertilization must be done a minimum of four times annually and pest control must be done on an as needed basis.
- e. **Watering** – Water lawns on a regular basis, and check that sprinkler systems are working.
- f. **Watering restrictions** – Comply with any water restrictions which may be in force by Palm Beach County Water Utilities.

5.9.2 – Nuisance Weed Removal

Remove any grass or weeds growing in the pavers and/or expansion joints of the driveway and sidewalks.

5.9.3 – Trimming

- a. **String trimmer** – Trimming with a “weed whacker” must be done each time the lawn is cut around all plant beds, landscape borders, house, trees and fence lines.
- b. **General landscaping** – All trees, shrubs, plants and flowers must be trimmed and maintained in a neat and orderly manner. Hat racking of trees is not permitted.
- c. **Required clear areas** – Trees and shrubs may not overgrow to the point of blocking sidewalks, doorways and windows, and must allow a minimum of 7 feet of clearance over the sidewalk.

5.9.4 – Bed and Ring Materials

All plant beds and tree rings must be finished with mulch, landscape rock or ground cover.

5.9.5 – Landscape Borders

All landscape borders must be maintained in good repair and kept free of mold and mildew.

5.9.6 – Prevent Clogged Storm Drains

If there is a drain in front of the home, please inspect it on a regular basis and remove any debris to prevent it from clogging. Clogged drains increase the possibility of street flooding.

6.0 – Exterior Home lighting

All exterior lighting must be approved by the ARB Committee and a size that is compatible to the home and comparable to those already in use in the neighborhood.

See section 5.6 – Landscaping: Lighting.

- a. Outdoor soffit light such as string lighting (non-holiday in nature) or recessed lighting fixtures may be installed under the fascia boards to present down light illumination onto the home.

- Soft white lighting may be used year-round with reduced brightness for consideration of neighbors.
 - Christmas/Hanukkah colored lights may be used from the start of the holiday season at Thanksgiving until Winston Trails requires holiday lights to be removed.
 - All other holiday light colors may be used for a maximum of two weeks around each holiday.
 - Lighting may be hard wired solar, but NO wires or strings may be visible
- b. String, twinkle, and rope lighting that is holiday decorative in nature may only be used in the back yard year-round. Holiday lights must be removed from the front yard when Winston Trails instructs to do so.
- c. All professional landscape lighting should be installed to meet current Palm Beach County codes.

7.0 – Driveways/Sidewalks – Extensions

No sidewalk within the driveway may be treated in any manner. No driveway may be painted. All driveway coatings must be designed for concrete use and kept in good repair if stained or worn. All colors and designs must be approved by the ARB Committee. Driveways and sidewalk extensions may be approved by the ARB Committee provided the driveway extension is to the interior of the front elevation and not beyond the front edge of the home (No extensions to the side of the house). All extensions must extend the full length of the driveway.

8.0 – Antennas / Satellite Dishes

As provided for by the FCC, satellite dishes are approved to be installed in the most inconspicuous place on the lot that allows for reception. This will typically be in the rear of the house. No more than two dishes are permitted per lot.

9.0 – Gazebos / Tiki Huts / Outdoor Awnings / Pergolas

Gazebos, tiki huts, outdoor awnings and pergolas must be approved by the ARB Committee, and comply with any applicable county codes, must be properly maintained and in good repair. Torn or faded awnings must be replaced or removed.

10.0 – Screen Enclosures and Patio Roofs

Screen enclosures and patio roofs must be approved by the ARB Committee and the frames must be either white or bronze. Screens must be replaced as needed. Patio roofs and framing must be kept clean and free of dirt, mold and mildew. All screen enclosures must be in the back of the house with the exception of those homes that have a side courtyard area or front door enclosures.

11.0 – Swimming Pools

Above ground pools are not permitted. All in-ground pools require ARB approval and comply with county codes and permits.

12.0 – Mailboxes

All mailboxes must meet the US Postal Service standard and be kept in working order, free of mold, mildew, dents, rot and chipped paint. Homeowners must check with their village association regarding mailbox requirements. All village associations are required to have no more than one standard mailbox and post which have each been approved by the Winston Trails ARB Committee that may be used by homeowners.

13.0 – Basketball Hoops

All basketball hoops require ARB approval. Basketball hoops may be placed in an area which does not disturb the neighbors and only on the driveway next to the garage of the lot. Hoops shall always be positioned for play in the driveway and not in the street. Portable hoops must be removed and placed in storage when:

- Tropical storm or hurricane warnings are issued, or if weather conditions require the removal in order to prevent danger to others or property.
- The owner of the lot plans to be away from the home for a period of 72 hours or more.
- When the owner sells their home or plans to vacate the premises.

14.0 – Roof Replacements

14.1 – Basic Requirements

All homes must use either barrel or flat profile tiles when replacing the existing roof. The approved roofing tile materials are concrete, metal or any composite type of material that will not be detrimental to the appearance of Winston Trails as a whole, and that the appearance will be in harmony with the surrounding structures and is otherwise desirable. The proposed replacement roof material is subject to evaluation within the reasonable discretion of Winston Trails Foundation, Inc. and all roofing materials must be deemed appropriate and/or satisfactory to either the Palm Beach County Compliance Code or the Florida Building Code.

14.2 – Colors

The color and profile of the proposed roof material must be on the current approved roof tile color and profile list at the time of the application for roof replacement.

14.3 – Village Association Requirements

Each Village Association shall have the power to enforce their own respective use restrictions, provided that in the event of conflict, the more stringent restrictions shall control and provided further that if the Village Association fails to enforce its respective restrictions, the Foundation shall have the absolute right to do so and to allocate the cost thereof to the applicable Association.

15.0 – Garage Doors

15.1 – Replacement

Garage doors must be replaced with a metal door, with or without windows, and must meet the current Palm Beach County codes. Wood doors are not permitted.

15.2 – Styles

The following garage door panel styles are permitted: Short Panel, Long Panel, Flush Panel, and Ribbed Panel. Decorative hardware is not permitted.

15.3 – Garage Doors with Windows

If installing a garage door with windows, the windows must be tinted or frosted. The windows must be either in one horizontal row along the top of the door, or one vertical row down the side of the garage door. Garage doors filled with all glass panels are not permitted.

15.4 – Paint Requirements

Garage doors may be painted the same color as the body, trim or coordinating accent color (not including the trim bands that surround the garage doors). Faux wood painting is permitted on garage doors and is not required to match the front door paint color. Faux wood painted front doors and garage doors are not included in this three-color maximum. **See section 3.3.5 – Garage Door in section 3.0 – Paint and Exterior Color Standards.**

16.0– Concealment of Outdoor Equipment

All outdoor equipment, such as A/C units, pool pumps, irrigation pumps, etc. must be concealed from view of the street and neighboring lots with a hedge like material of Hibiscus, Eugenia, Ficus, Cocoplum, or fencing. **See section 2.4.4 – Fences: Equipment Concealment Exemption**

17.0– Gutters

Gutters may be installed. Gutters may be white, off-white, beige or tan OR they may match the color of the roof, trim color or fascia board color. Downspouts may either match the color of the gutters or color of the house body.

18.0– Hurricane Shutters

Hurricane shutters may be installed. Shutters may be white, off-white, beige or light tan in color. All hurricane shutters should be installed to meet current Palm Beach County codes.

19.0– Windows

When replacing windows, windows may have white, black or bronze vinyl or aluminum frames. The glass may only have the manufacturer applied tint. All windows on the front of the home and visible from the street or neighboring lot must match in color and style.