



## MAINTENANCE/ARC REQUIREMENTS

The following maintenance requirements are established to protect the owner from sub-standard repairs, and to protect the aesthetic quality of the neighborhood.

### Painting Rotation

- All units are in a six (6) year cycle of exterior painting. All units in a designated year of painting must be painted within that year. Owners who fail to have their unit painted within the designated year will nevertheless remain in the same rotation cycle (i.e. you cannot gain a year by skipping a year). If an owner wants to repaint his/her unit more often, that is allowed and the new six (6) year cycle will start with the year painted. All townhouse owners must agree to the new schedule.
- It is REQUIRED that Owners of townhouse units in a given building undertake repainting at the same time. This ensures proper color coordination, and potentially allows for advantageous pricing.
- Owners are free to select any Florida licensed contractor (the HOA website may contain a list of contractors reported by owners to have done satisfactory work in the past). The Owner also has the option to paint his own cottage as long as all guidelines in "Preparation for Painting" are followed. The owner must notify the HOA office prior to work commencing, using the attached form, which identifies the contractor, their FL license, and liability insurance coverage. No work may commence until the HOA office has been provided written confirmation and the information received is satisfactory.
- All repainted units are subject to final inspection and approval by the Board and/or its representative, to ensure compliance with these standards. The inspection report will be provided to the owner.
- An owner who fails to use the correct building materials or paint colors, or who solicits or condones (explicitly or implicitly) any alteration to the recommended maintenance procedures, will be notified by the HOA, and required to correct any deficiencies.

### Preparation for Painting

- **All** wood surfaces, including decks & docks, must be pressure washed.
- **All** rotted or degraded wood, wherever located on the exterior or interior frame, must be repaired or replaced.
- Wood on decks & docks must be repaired or replaced with pressure treated lumber. Fences must be repaired or replaced with cedar. Composite decking material is approved for docks, porches and walkways. Color must be compatible with the existing home color.

- No wood filler or bondo may be used anywhere on the wood work.
- No splices should be made on any wood. Replacement of whole cedar boards or strips only, with no gaps, joints or seams wider than 1/8".
- Siding must be 8" or more from the ground, and not touching the ground.
- Galvanized rust resistant nails only must be used for any and all exterior wood replacements, including fencing.

### **Painting Requirements**

- All new wood must be primed with oil based primer, and allowed to dry for 6 hours minimum.
- The entire unit must be painted, including siding, corner boards, fascia, doors, windows, fences, lattice work, decks, docks, and screened porches.
- One application of the correct paint color is required on all surfaces. All units have been assigned one of the approved colors. If you are unsure of your approved color, please contact the HOA office. Differing colors (e.g. Fairways brown) for trim and accent areas are no longer permitted.
- Only Sherwin-Williams FLAT exterior paint, DURATION Exterior Acrylic Coating Paint or EMERALD Exterior Acrylic Latex Paint, may be used. Correct paint mixtures are available at Sherwin-Williams Destin and Santa Rosa Beach stores. The only acceptable colors are
  - Svelte Sage (SW6164)
  - Functional Gray (SW7024)
  - Artisan Tan (SW7540) (this color may be substituted for Tamarind)
- The following are approved paint colors for exterior doors:
  - Sealskin (SW7675)
  - Fireweed (SW6328)
  - Red Theatre (SW7584) matches Anderson storm door Wineberry
  - Homestead Brown (SW7515) matches Anderson storm door Teratone
  - Marine Blue (Benjamin Moore 2059)
  - Or storm doors must be factory bronze finish.

No other storm door colors are permitted.

All exterior doors, other than the front door, have the option to be painted the same color as the unit or the approved front door color.

Front storm doors with only clear glass or full light or partial light will be permitted.

- Fairways Brown is no longer allowed as a trim, door or exterior color.
- Paint may only be applied with a brush or roller. **Spray painting is not allowed.**
- If a majority of townhouse units in a given building agree on one of the approved paint colors for exterior doors & screen doors, the remaining unit must comply with the majority choice. If a decision cannot be reached on a new door color the BOD will make the decision and all units must comply with the chosen color.
- Approved Roofing color is Owens Corning AR Laminate Desert Tan.
- Only standard six (6) panel or eight (8) panel are acceptable for front doors.

### **Other Maintenance Requirements**

- Clouded or broken windows and torn screens must be replaced within 30 days of observation by the owner, or notification by the HOA office.
- Dead, degraded or missing landscape plants must be replaced within 30 days of observation by the owner, or notification by the HOA office.
- Any other variation from Fairways standards (e.g. pole and number lights) must be rectified within 30 days of notification by the HOA office.

## **Fairways ARC Guidelines**

Listed below are typical guidelines which are acceptable in Fairways. All exterior modifications/additions must go through Fairways ARC and SOA/ARB application process.

- Exterior shed size for cottages and townhouses, in general, should be no more than 8' x 10' or 80 square feet; however, shed sizes can vary and are contingent on what is architecturally suitable in each individual case. Lot survey is required to be submitted with the Architectural Review Application. No windows are allowed
- Four (4) foot wide extension to a driveway and sidewalk may be added for golf cart parking. Not all driveways will allow this extension. Each request will be approved on a case by case basis.
- If aluminum framed windows are being replaced with vinyl framed types (no mullions, grids allowed), all windows on any given side of the building must be replaced at the same time. Exceptions may be granted by the ARC in emergency situations.
- All window or door replacement projects must be submitted for approval along with a manufactures specification sheet and/or an exact photo of product used.
- Ceiling to Floor glass windows/doors are not permitted. For example an entire glassed in sunroom.
- Maximum screened-in porch additions are 120 square feet in general. Townhome and cottage screened-in additions are based on professional land surveys and symmetry and may vary in order to make them architecturally suitable. All additions of screened in porches must be aesthetically pleasing and NOT impede another owner's sightlines. Lot survey is required to be submitted with the Architectural Review Application.
- See Section c under Painting Requirements for Storm Door guidelines. Invisible screen doors, i.e. Phantom Doors, are allowed.
- Townhome units which have a door leading to the outside fenced in storage/HVAC air handler area are allowed to remove this door and enclose the opening with cedar siding consistent with bordering walls.
- All units are required to have cedar fencing or shrubbery/bushes high enough to cover outside HVAC condensing units and/or propane tanks.
- Major alterations to landscape must be submitted with a plan/drawing from a Landscape Architect. Minor additions or deletions of landscape material do not require approval.

- No high back seats are allowed on docks.
- Paver color for golf cart pad extensions to driveways must be consistent with existing concrete. The approved color is Buff Charcoal Mix by Block USA. Comparable colors in other manufacturer's products are acceptable. Patio paver colors must be compatible with house color. Proper foundation must be used. Other considerations apply to golf cart pads, example landscaping, and irrigation. Concrete golf cart driveway extensions must include the sidewalk.
- Construction dumpsters are to be replaced when contents are visible from the street. Dumpster delivery/removal vehicles to remain on pavement.
- Construction trailers are to be removed each day.
- Yard art definitions will be the same as the SOA/ARB as long as those rules do not conflict with the Fairways documents and the character of the Fairways Neighborhood.
- Alterations expanding the existing footprint of cottages and/or townhouses will not be permitted.
- Propane tanks used for gas fireplaces, stoves or fire pits must be preapproved. Fire pits must have a cover to prevent errant sparks.
- When using composite materials for decks, porches or docks, color must be compatible with home color.
- Gutters are allowed and need to match house color. Drainage plan must be submitted with request.
- Landscape lighting, up-lights on trees and deck accent lighting is encouraged. Plans for lighting must be approved.
- Electric receptacles for charging golf carts are required at the curb of the parking pad. They can be on a separate outlet or on the lamp post pole. No extension cords from the unit will be allowed.
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- Anything not specifically addressed in the above guidelines will be considered on a case by case basis consistent with our documents and character of the neighborhood.
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- Front Porch lights and lamp post lights are available through the Association Management Company.
- Skylights can be removed from roofs of the townhouses if owner desires. Request must be submitted for prior approval.

**Approved by the Board of Directors on March 17, 2016**

*Owners with questions regarding any aspect of these standards/guidelines should contact our*

*representative at the Association Management Company prior to allowing work to commence.*