

EXHIBIT A

**ARCHITECTURAL CRITERIA AND STANDARDS
of the
Lakewood at Windsor Parke Association, Inc.**

A. Introduction

The Lakewood at Windsor Parke Association, Inc. Board of Directors (hereinafter referred to as the Board) has duly adopted these Architectural Criteria and Standards (hereinafter referred to as the "Architectural Criteria" or "Criteria") in accordance with the provisions of that certain Second Amended and Restated Declaration of Covenants and Restrictions for Lakewood (Windsor Parke – Unit 10) (hereinafter referred to as the "Declaration"), on this 29th day of May, 2012. These Architectural Criteria, recommended and formulated by the Architectural Review Committee (hereinafter referred to as the "ARC") may be revised or modified from time to time to adapt to new conditions or products under the provisions of Article 5.2 of the Declaration. The ARC may recommend revisions to the adopted Criteria by a two-thirds (2/3) vote of all ARC members and present the recommendations to the Board. The Board may adopt, modify or reject such ARC revisions recommended only by a two-thirds (2/3) vote of all Board members, or the Board may amend or delete any of the Criteria on its own initiative on a two-thirds (2/3) vote of all Board members. Written notification of any to such amendment must be made to all residents within ten (10) days of such vote, specifying the exact wording of such amendment and providing its justification and explanation. The ARC, if not appointed, shall consist of the Board of Directors. Hereinafter, the term "ARC" shall include the Board insofar as the Board operates as the ARC if and when no ARC is appointed.

B. Purpose of the Architectural Criteria and Standards

Lakewood residents expect to enjoy the full use and value of their property. There is also a common expectation the overall appearance and beauty of the neighborhood adds significantly to the enjoyable environment of each residence and maintains the value of all properties. The Declaration requires a reasonably uniform and high standard of the appearance of individual residences and gives complete authority to the ARC to review and approve all residential changes, modifications new construction, landscaping and exterior maintenance to all dwellings and lots. The ARC is also charged to formulate Architectural Criteria and Standards. The ARC members shall be composed of at least three but not more than seven members, all of which shall be residents and members of the Lakewood at Windsor Parke Association, appointed by the Board. The ARC shall select a person as Chairperson from its membership who shall serve for a period of one year and who may serve successive terms. A superior neighborhood environment can only be achieved with the active cooperation of all residents to collectively support the ARC and the Board, and reinforce acceptable Architectural Criteria and Standards.

C. Uses and Actions

In order to clarify the understanding on how various owner actions are treated under the Declaration, types of actions have been divided into three classifications herein below; **Allowable Actions, Actions Requiring ARC Approval, and Prohibited Actions**. There are **Allowable Actions**, changes and uses, which can readily be done by the Owner with only the understanding of the individual for the need to maintain the wonderful appearance of the Lakewood neighborhood. There are other actions, changes and uses which are **Actions Requiring ARC Approval**, referenced in paragraph 7.23 of the Declaration, which can be done only with ARC written approval (See Declaration paragraphs 5.3 and 7.23). The Declaration also defines other actions which are deemed so detrimental to the appearance, safety and residential values of the neighborhood they are **Prohibited** (See Declaration paragraph 7.23). In addition

Lakewood Architectural Criteria and Standards

to those matters set forth in the Declaration’s paragraph 7.23, matters requiring ARC approval are further defined and enumerated below. Nothing herein is intended to replace or make inferior any provision of the Declaration regarding ARC approval requirements or processes. The three classifications of actions are described in detail in Sections herein below.

D. Disclaimer and Variances

These Criteria shall be enforceable to the extent that same does not violate applicable Federal, Florida or local laws or administrative regulations. If there is any conflict between these Criteria and such laws or regulations, the more restrictive interpretation shall apply. If there is any conflict between these Criteria and the provisions of the Declaration, the more restrictive interpretation shall apply. Notwithstanding the above, to the extent of any violation of law or contradiction with the Declaration, nothing herein shall be of effect which is in violation of any law or regulation or which directly contradicts any provision of the Declaration.

With regard to any proposed improvement brought before the ARC for approval, neither the ARC, Board nor Association: (1) assume any responsibility for loss, failure of workmanship or other construction related loss or defect whatsoever; (2) guarantee or endorse the structural adequacy, capacity or safety features of any proposed improvement; (3) represent any likelihood or not of the possibility of soil erosion, incompatible or soil conditions or improper drainage; (4) or have any responsibility for the project’s (and its constructors’) compliance with applicable building codes, zoning codes, safety requirements, governmental laws, workers compensation, regulations or ordinances or the performance or quality of work by any contractor. The ARC, Board and Association, and each of their members, shall be held harmless for any matter whatsoever related to a proposed improvement brought before the ARC for approval, and it is strictly understood that approval by ARC is merely approval given for aesthetic consistency and conformance with aesthetic matters in the Governing Documents, and nothing more. ARC approval of any proposed improvement does not constitute its approval of construction methods, materials, constructors, compliance with laws and ordinances, or any other matter regarding construction, other than the ARC’s analysis of the aesthetic effect of the proposed improvement. Every Owner submitting proposed plans to the ARC shall be deemed to understand this and shall take full responsibility for lawfully constructing the approved improvements pursuant to all applicable laws and the Declaration.

Any variances or deviations from these criteria may be granted in individual situations but will not set any precedent for future decisions. Because all matters regarding real estate are unique to one another, matters before the ARC are decided individually on a case by case basis and no ruling of consent given in one case shall be deemed to “grandfather” other similar requests by other Owners. Each Owner must present its improvement plans and the ARC shall not be bound by its prior decisions.

E. Approval process

The Declaration provides for a procedure in obtaining review and approval of Actions Requiring ARC Approval. Changes to the existing condition of the dwelling or lot can be made only with the prior written approval of a majority of the ARC members (Declaration paragraph 5.3) after a written and fully documented Request for Change (the “Request”) is provided to any ARC member and a written receipt is provided to the applicant. Upon receipt of the Request, the ARC has two weeks to either: (a) approve, with or without stipulations; or (b) ask for additional information or revisions to the request (in which case the two week timeline restarts upon receipt of all requested documentation); or (c) disapprove/deny the Request. If the ARC has not acted within the two weeks, the owner shall refer the request to the Board for action as stipulated in the Declaration paragraph 5.4. Owner may appeal an ARC disapproval/denial/stipulations to the Board. The Board’s responsibilities and actions are governed by the same ARC requirements as stipulated in Declaration paragraph 5.4. The ARC may enter property to

Lakewood Architectural Criteria and Standards

inspect for violations, during the approval process and after completion of the project to ensure compliance to the Declaration and the Criteria. Approved projects must be completed within six (6) months of commencement. Approved Requests for Change are valid not to exceed six (6) months as stipulated in the Declaration paragraph 5.4.

F. Allowable Actions

Allowable actions are those, which can be completed by the owner without approval of the ARC or Board, and include the following.

1. Modifications which have no impact on the dwelling's exterior appearance.
2. One garage sale for not more than two (2) days and not more than every six (6) months.
3. Any reseeding or resodding of existing grassed areas of the lot.
4. Any change, addition or substitution of landscaping (except tree removal) not exceeding a single project cost of five hundred (\$500.00) dollars.
5. Repainting or resurfacing in the same color and material as existing on the exterior walls of the dwelling.
6. Trimming of trees or shrubbery, but not complete removal.
7. For Sale signs not greater than four (4) square feet are permitted, but must be removed within five (5) days after closing.
8. Political signs may be placed on Lots, provided all such signs are: posted within thirty (30) days of the election or primary election date for which the sign applies; removed within 48 hours of the applicable election or primary election date, and; not placed in Common Areas. No member shall remove political signs from another member's Lot.

G. ARC Rules and Actions Requiring ARC Approval

Actions Requiring ARC Approval are uses, actions and changes to the exterior of all residential dwellings and the landscaping of the lots. Listed below are some specific items requiring ARC approval and other items in the form of Association rules and regulations that, if exceeded or violated would require ARC approval. This list is not all-inclusive and can be amended or added to at any time. The owner should check with the ARC Chairperson if there are any doubts concerning their proposed action.

1. General

"An owner may not cause or permit any alteration, modification, renovation or reconstruction to be made to the structural components, roof, or exterior of his unit, including driveways and parking areas, nor make any additions to the exterior, including the installation of window air conditioners without the prior written approval of the ARC, ..." (Declaration Article 7.21).

2. Landscaping

- a. Removal of any tree greater than eight (8) inches in diameter, as measured thirty (30) inches above the finished grade or at the height of the cut, whichever is lower.
- b. Removal and/or replacement of major areas of shrubbery, which would significantly alter the exterior appearance of the lot.
- c. Any landscaping project greater than five hundred (\$500.00) dollars in cost.

Lakewood Architectural Criteria and Standards

d. Hedges or group planting greater than four (4) feet above the finished grade. Hedges or shrubs are the preferred screening or privacy materials. Hedges or group planting which is higher must be maintained no higher than four (4) feet unless a variance is granted by the ARC.

e. Moving or removal of trees or plants except palmetto plants, in the last twenty (20) feet of the rear yard of golf course lots.

f. New irrigation wells and systems must be approved for location unless drilled in the same location as the current well and system.

3. Views and Sight Distances

a. Except for the original dwelling and landscaping, no structure, fence, wall, hedge, or shrub planting shall obstruct the view of golf course, lake, ponds or natural areas from the view of any other dwelling or lot.

b. No fence, wall, sign, hedge, or shrub planting shall obstruct sight lines areas between two (2) and six (6) feet above the roadways on any corner Lot within the triangular area formed by the street property lines and a line connecting them at points thirty-five (35) feet from the intersection of the street lines, along the street which would obstruct a clear view of any dwelling driveway or adjacent walkway. No trees shall be permitted to remain within such areas unless the foliage line is maintained at six feet (6) above the surface of the adjoining street pavement.

4. Fences

a. No fence, wall, hedge, plant or group planting shall block or partially screen views of the lakes or golf course from owner's lot or the view from any lot.

b. All fences shall be iron, decorative metal or other approved material and color and shall not to exceed four (4) feet above the finished grade.

c. Fences made on easement areas may be approved from time to time, but only if a written agreement by the owner states they will remove such fence at their own expense if required by the ARC or the Board of Directors for any reason.

5. Swimming Pools. Screened Enclosures and Solar Panels. Construction of a pool is allowed under certain conditions, but prior to construction plans must be submitted by the Owner to the ARC for approval and review, and must at minimum be in conformance with the following:

a. Swimming pools are permitted in the dwelling rear yard, but must be located not closer than four (4) feet and between lines extended from the side of the dwelling and may not be closer than ten (10) feet from the rear lot line. The location, size and specifications of all swimming pools shall conform to all applicable codes.

b. Swimming pools must be made safe and constructed, at minimum, with appropriate safety features, barriers and gates as required by Chapter 515 of the *Florida Statutes*, and any other applicable statute, code, law or ordinance.

c. Screened enclosures must be within lines extended from and parallel to the sides of the dwelling, and the highest point of the enclosure must not be taller than the peak of the dwelling roof.

Lakewood Architectural Criteria and Standards

d. Exterior lighting of pool and/or enclosure shall be installed or buffered to prevent exposure to surrounding dwellings or public areas.

e. Type, size and location of mechanical equipment shall be designed in such a way as to reduce disturbance to surrounding dwellings or public areas.

f. Separate hot tubs shall be subject to the same stipulations as swimming pools, except they must be covered with a locked lid or cover, if not already contained within a screen enclosure or fenced instead of fenced when not in use.

g. The location, type and size of solar panels, regardless of the purpose used, shall be approved by the ARC and located so as to reduce their sight appearance from the street or other dwellings.

6. Electric Generators

a. The use of portable electric generators is permitted during periods of power outages. Portable electric generators must of the type that are approved and operated by the appropriate federal, state and/or local regulations. Portable electric generators must be stored out of sight when not being used.

b. The installation of permanent electric generators may be allowed only with prior written consent of the ARC. Generator installation must conform to current federal, state, and local regulations and aesthetics concerns of the ARC. Permanent electric generators will not exceed a sound level of 85 dBA at 1 meter from the source. Proper submittal for ARC approval for the installation of permanent electric generators shall include the following:

- 1) Dimensioned site plan noting location of house, generator, and fuel supply storage location and indicate related piping and equipment.
- 2) Generator specifications, including, switch gear interface, fuel type, and venting.

7. Roofs

a. The construction methods of all new and replacement roofs shall meet state and local codes. All materials must be approved by the ARC for color and type, if any change is contemplated from the current material or color. Only asphalt shingles are acceptable as roof coverings.

b. All soffits, fascia, exterior trim paint, surface materials and color changes to them must be approved by the ARC.

8. Structure Exterior

a. Repainting or resurfacing of the exterior walls of the dwelling in a color or material different in any way from the existing paint or surface on the exterior walls of the dwelling requires ARC approval.

b. Unsightly plants, weeds or uncut trellis plants will not be allowed to extend up the walls of the dwelling, trees or trellis, arbors or similar vertical structures.

9. Recreational Equipment

With ARC approval, recreational or children's play equipment may be installed only in the rear yard. Items in this section include but are not limited to the following:

a. Swing-Play Sets and Similar Structures

Lakewood Architectural Criteria and Standards

Approval is required by the ARC prior to the placement of a swing-play set. Such approval shall be valid for five (5) years. Homeowner's must reapply for ARC approval for existing swing-play sets every five (5) years. If the home is sold within that five (5) year time span, the swing-play set shall be removed from the property unless the new owner re-applies to the ARC for approval. Swing-Play sets shall be defined as an apparatus used or intended for children's play that contain one or more of the following components: slide(s), ramp(s), pole(s), platform(s), seat(s), swing(s), or tent(s). A swing-play set for children's play shall be of a neutral color and shall be constructed of wood, with at least a ten-year warranty covering materials. The approved colors for slides are blue or green. Application to the ARC for approval must include a manufacturer's brochure highlighting the set or plans of the swing-play set that are designed and/or built by the homeowner. Swing-play sets shall be properly maintained and not allowed to deteriorate and detract from the dwelling or the community.

b. Playhouse

Playhouse is defined as a small separate structure for children's play that may be constructed with four walls, a floor, roof, windows and doors. Dimensions of playhouses shall not exceed 4'x 8'x 5' high. The design, materials and colors shall be complimentary to the home. Playhouses will be suitably landscaped to soften the view from the street, the golf course, and adjacent lots or the lake. The location of the playhouse must be within the setback lines of the rear yards. Homeowner's must reapply for ARC approval for each existing playhouse every five (5) years. When the home is sold, the playhouse shall be removed from the property unless the new owner re-applies to the ARC for approval. The playhouse shall be properly maintained and not allowed to deteriorate and detract from the dwelling or the community. Failure by a homeowner to remove a playhouse within 15 days of request to do so will subject the homeowner to sanctions.

c. Temporary Recreational Equipment

Temporary and portable recreational equipment, including, but not limited to, portable swimming pools, sliding boards, skate board ramps, plastic castles, ball games, horseshoes, badminton nets, toys and other play and/or recreational equipment are to be stored indoors when not in use for forty-eight (48) hours.

d. Basketball Goals

Only portable basketball backboards will be allowed and must be located only in the driveway. Care must be taken so they are not visibly obtrusive from street and adjacent lots. Backboards shall be located on a free-standing pole painted a flat black or brown color and backboard shall be a white or clear color. Basketball goals are not permitted to be attached to the exterior of the house. Lights are not permitted on basketball backboards or poles to which the backboard is attached. Homeowner's must reapply for ARC approval for basketball goals every five (5) years. When the home is sold, the basketball goal shall be removed from the property unless the new owner re-applies to the ARC for approval.

10. Other Structures

a. Other Structures

No tents, sheds, trailers, storage buildings, clotheslines, arbors, gazebos, outbuildings, swimming pools, children's play structures whether similar or dissimilar, temporary or permanent may be erected in front or side yards, without prior written approval of the ARC. The location, color, materials and design must be approved by the ARC. Structures listed above may not be used permanently for human occupancy and may only be used for temporary human occupancy not to exceed three (3) days.

Lakewood Architectural Criteria and Standards

b. Outdoor grills

A standalone outdoor grill may be placed in the rear of the house or in driveway, but shall be stored indoors or within a porch or covered patio when not in use. A permanently built outdoor grill shall only be located in the rear of the house. The permanent outdoor grill shall only be built in the rear yard out of brick, stone or stucco to reflect the exterior appearance of the dwelling and less than four (4) feet in height. The location of the permanent grill shall be by prior written approval of the ARC before construction begins. The ARC reserves the right to refuse consent if the proposed grill plans contemplate a grill not in conformance with any part of this section 10b.

c. Fountains

Only one fountain is permitted on any lot. The location, colors, size, materials and visual content must be approved by the ARC. The fountain must be made of earth tone concrete, fiberglass, bronze or other inorganic non-reflective materials. The fountain must be less than six feet (6') in height.

d. Docks and Waterfront Structures

Docks, waterfront decks, and similar structures are not permitted under any circumstances.

11. Driveways, Parking and Garages

a. Driveways may be finished in natural, stamped, painted and colored concrete, or concrete pavers, brick or similar materials approved by the ARC. The replacement driveway materials and style must extend continuously from the exterior edge of the garage to the interior edge of the existing rolled curb and gutter. Where there is an existing sidewalk, it must be removed and replaced with the same material as the driveway at the exact same elevation as exists for the sidewalk.

b. Space for two vehicles must be provided in the driveway.

c. Additional parking spaces must be paved in similar materials as the adjacent driveway and approved by the ARC.

d. Garages must have a predominantly solid door with an electrical opener. Residents should keep garage doors closed, except during use.

12. Signs, Mailboxes, Flags, Yard Objects and Trash Receptacles

a. The dwelling address signs of approved materials not greater than one (1) square foot should be prominently displayed on the dwelling facing the street.

b. Not more than two (2) political signs not greater than four (4) square feet may be erected on any lot. The signs may not be placed sooner than one month before the election date and must be removed forty eight (48) hours after the election. Additional sign rules are set forth herein above in Section F.8.

c. The Association has installed standard mailboxes and supports, so any replacement must conform to this standard and approved by the ARC.

d. Flags not greater than fifteen (15) square feet may be displayed on poles or attached to the dwelling.

Lakewood Architectural Criteria and Standards

e. Yard art and accent objects are permitted, but the location, size and materials must be approved by the ARC prior to installation.

f. Outdoor laundry drying is permitted but only if completely screened from golf course, lake and adjacent lots.

g. All trash receptacles, recycling boxes and yard waste must be stored in garages or outdoors shielded from street view by screening or sufficient hedges. All trash receptacles and recycling boxes shall be placed at the street only after 5:00pm the day before collection day and shall be restored after emptied.

13. Antennas and Satellite Dishes

a. Television and dish antennas are permitted if installed in such a location that lessens the visual impact, which shall be approved by the ARC in advance of installation.

b. Radio antennas and short aerials are permitted if installed in such a location that lessens the visual impact, which shall be approved by the ARC in advance of installation.

H. Penalties and Remediation

The principal aim of the ARC is to maintain the existing high standard of neighborhood environment. All rights and remedies available under law and the Declaration are reserved by the Association. Certain of the various types and degrees of penalties are specified in the Declaration in sections "Actions Requiring ARC Approval" and "Prohibited Actions" and may be imposed by the Board of Directors or otherwise as allowed by law. In the case of violations of architectural matters the ARC, in its own discretion, shall recommend the remedial action(s) required to correct the matter. A copy of the remedial action(s) recommended to be imposed will be given to the Board of Directors and it shall demand the remedy. Such remediation shall either be listed on the Request for Change or in its absence in a letter by the Board or the Association's attorney to the owner. Failure to remedy such matters in a timely fashion can result in imposition of fines and further legal proceedings.

J. Dwelling and Lot Maintenance Standards

The Association reserves the right to insist the owner maintain the exterior appearance of the dwelling and lot (See Declaration paragraph 7.13). The following general standards apply to all dwellings and lots, and any significant deviation from these standards can only be granted through the ARC approval process:

1. Landscaping

Grass should be frequently mowed and hedges trimmed so as to avoid a neglected or unkempt appearance. Grass should be cut when six (6) inches or higher. Sod replacement shall be performed to avoid dead spots or weed infestation in the lawn. Hedges or group planting shall be maintained at a height less than four (4) feet above the finished grade. Weeds and undesirable or invasive plants shall be removed. Dead plants and hedge branches shall be removed. Trees shall be trimmed to avoid restricting views from any lot and provide an attractive appearance. Mulch should be spread at least two (2) inches in depth over all bare planting areas. Irrigation systems should be periodically checked to be certain they adequately water all plant material. Irrigation shall only be done in accordance with state and local laws and the Declaration.

Lakewood Architectural Criteria and Standards

2. Structures and Roofs

The eaves of the roof and house trim should be periodically cleaned to maintain a clean and attractive condition. Roof shingles should be free of stains and algae build-up to avoid streaking. Exterior window screens and large screened enclosures shall be clean, free of pine needles or plant material and maintained in good repair. Doors, windows and trim shall be kept in good repair and periodically painted, if appropriate, to maintain a clean and attractive condition.

3. Driveways, Walls and Walking Surfaces

Driveways, sidewalks and all horizontal walking surfaces must be maintained in a clean and attractive condition, and free of rust and stains. Landscaping walls or barriers shall be clean, free of stains and rust and well maintained. Dwelling walls shall be clean, free of stains and rust, and well maintained.

K. Prohibited Actions/Nature of Architectural Criteria

Nothing herein is intended to supersede or contradict prohibitions set forth under law or the Declaration and all provisions of law and the Declaration pertaining or relating to matters in these Criteria shall be in force and of full effect just as though set forth herein below. To the extent of any contradiction between the provisions of these Criteria and applicable law or the Declaration, the applicable law or provision of the Declaration shall supersede, but the remainder these Architectural Criteria shall remain in full force and effect. These Architectural Criteria are an exhibit to the Second Amended and Restated Declaration of Covenants and Restrictions for Lakewood (Windsor Parke – Unit 10) and these Criteria and any amendments to these Criteria shall have the force and effect of Rules and Regulations of the Association.