

Woods Walk Architectural Review Board (ARB) Development Guidelines

The Declaration of Covenants and Restrictions for Woods Walk (the Declarations), Article IX, Section 1, empowers the ARB to, “approve or disapprove all architectural design, landscaping and location of any proposed Improvements, whether for Lots, the Association Property, or the Common Property,” and “impose standards for construction and development.” Any outside improvements made without ARB approval are subject to violation whether or not said improvements are made in compliance with ARB guidelines and/or the declarations. Such violations may lead to fines and/or removal of the improvements at the expense of the owners. If you are uncertain if an improvement requires ARB approval, it would be advisable to submit an application for review. In accordance with the Declarations the ARB has established the following guidelines:

ARB Application Requirements:

- Any and all changes made to the exterior of the home and property, including landscaping, require ARB approval. ARB approvals are valid for 6 months of approval date and all work must be completed prior to ARB approval expiration. If work is not completed within 6 months, but construction has commenced prior to expiration, a 90-day grace period will automatically be granted. If work is not granted within the grace period, a request for an extension may be made to the ARB for consideration, provided the request is made prior to the end of grace period. An ARB approval will be considered expired for any work that has not commenced within 6 months of approval, or has not been completed within the grace period, or has not received approval for an extension. Any and all installations made under an expired ARB approval will be considered as made without approval and will be subject to any ARB guideline changes up to the date of a new application. Any exterior changes made without ARB approval or with an expired ARB approval may be subject to removal by owner at the cost of the owner.
- ARB applications are to be made thru the Property Manager, and shall include the appropriate Woods Walk ARB application forms, sketches, and material documents necessary to illustrate the requested approvals (item cut sheets). Sketches, when applicable, must be provided on a survey of the property. The survey must include existing easements, existing improvements, and a sketch of the proposed improvements. Applications provided via email must be in pdf format. The application must be a single document with a max size of 10MB. Paper applications may be mailed to the Property Manager.
- All requests must follow the requirements of the recorded Declaration of Covenants and Restrictions, or subsequent amendments and the ARB guidelines as outlined below. Pursuant to Article XI, Section 1, (I), the ARB may grant waivers from the requirements on a case-by-case basis. The variance sought must be reasonable. And not impose a hardship upon other Owners. Approval of a waiver is limited to the specific approval and is not considered a revision to the ARB requirements for future similar requests.
- License and Insurance information must be included with applications for any work utilizing a contractor to perform the work. Contractor shall provide copy of Insurance and list Woods Walk Homeowners’ Association, Inc. Homeowners are permitted to complete work as an owner-builder as permitted by Florida law. Homeowners will be responsible for any damages caused by all work on their property whether by owner or contractor. However, it is recommended to use licensed and insured contractors so repair costs can be passed to the contractor’s insurance.

- All work completed is subject to a final inspection by the ARB to ensure compliance with the ARB approval. It is the owner's responsibility to notify the ARB within 14 days of completion of the work to request final inspection, and prior to expiration as noted above. The ARB then has 30 days to provide final acceptance or provide a list of items to be corrected that are deemed in violation of the ARB approval. The Owner will have 30 days upon notice of corrections to make any corrections regardless of ARB approval expiration date. If the owner does not notify the ARB of completion within 14 days of completion, and the application has expired, the ARB approval will be deemed null and void and any installations would be subject to a new review and possible removal at the owners expense.

Improvement Guidelines:

- Easements
 - No improvements, other than sod, are permitted within any easements. Any waiver approved by the ARB for any improvements other than sod within any easement will require a recorded removal agreement.
- House Painting – all exterior painting or repainting requests require ARB approval using the ARB Painting application.
 - Pre-approved colors are provided for use.
 - Alternate colors may be considered on a case by case basis.
 - Repainting may require change in colors based on current ARB guidelines.
 - No more than three houses in a row may have the same or similar house body color.
 - No more than 5 houses per 10 nearby houses may have the same or similar house body color. This is determined by the two houses to the left and two houses to the right of the applicant and the 5 corresponding houses across the street.
 - Application must include colors for all elements: main walls, stucco bands, fascia trim, doors, etc.
 - All elements of the house cannot be painted the same color. Contrasting or complementing colors of the main house body must be implemented in one or more of the minor elements such doors, stucco trim bands, and/or fascia trim.
- Mailboxes
 - Mailboxes must be a dark brown color with a red flag and 3" tall, reflective yellow numbers. Number Font shall be arial black or similar. (**Sample 1234**)Numbers must be placed on both sides of the number placard beneath the mailbox. Repainting must provide an even color/coverage. The original color of Rustoleum 262660, Metallic, Textured, Mystic Brown, is acceptable. Alternate dark brown colors will be considered on a case by case basis.
- Any architectural changes to structures, such as brick facades, will be considered on a case by case basis.
- Driveways:
 - No driveways shall be wider than 24'.
 - Exception - Driveways for houses with 3-car garages shall not be more than 2 feet wider on each side of garage doors, but in no case wider than 24 feet at the property line with a minimum of a 45-degree transition to widen beyond 24 feet at the property line as noted above.

- Driveways must be concrete or paver brick construction.
- Stamped concrete patterns are prohibited.
- Painting, staining, or other coloring of driveways is prohibited. Exception, Existing driveways that are painted will be permitted to be repainted in light-gray or tan color only.
- NOTE: improvements in right-of-way are subject to County approval.
- Fencing/Walls
 - Fences within building setback areas are not permitted in excess of 5 feet.
 - Fence, outside of building setback areas are not permitted in excess of 6 feet.
 - No fences or walls of any kind shall be built or maintained within the front 25-foot setback. Nor shall any wall or fence be built past the front of the house.
 - No fence or wall of any kind shall be located in the rear of any lakefront property except for appropriate fencing around patio or pool areas. Such fences shall be limited to metal picket fences.
 - Chain link fences are not permitted.
 - PVC fencing is permitted that meet the requirements of the ARB Fence Guidelines and height limitations as noted above.
 - Fencing on lakefront properties shall be limited to aluminum open picket fences except where solid fencing is permitted for privacy and equipment screening along side property lines of said lots as detailed in the ARB Fence Guidelines, including PVC fence color options.
 - Encroachment of fencing into any easement will require recorded removal agreement.
 - Waivers for fence encroachment into the Lake Maintenance Easements are considered on a case by case basis. When approved encroachment shall not exceed 14 feet and be limited to 5ft in height. As noted above, encroachment into the Easement will require copy of a recorded removal agreement.
 - Walls are not permitted within any easements.
- Playgrounds, Swings, Climbing Obstacles, etc.
 - All outdoor recreational items such as, but not limited to, playgrounds, swings, climbing obstacles, etc. will be reviewed and approved on a case by case basis.
 - Playgrounds, etc. are prohibited from installation within any easements.
- Landscaping
 - Unless otherwise noted below, all landscaping changes other than trimming and pruning require ARB approval.
 - Trees
 - No trees of 4 or more inches in diameter at 2 feet above natural grade shall be removed without ARB approval and require replacement of a similar tree acceptable to the ARB on another portion of the site.
 - Exceptions for replacement will be considered on a case by case basis depending on the amount of trees on the lot.
 - Trees are not permitted within easements.
 - Position of trees shall be considered as to not create a nuisance for neighboring properties.
 - Fruit trees shall be planted in a manner that the canopy can be maintained to prevent overhang and fruit droppage onto neighboring properties, unless

approved by adjacent property owner.

- Hedges:
 - No hedges shall be located within the rear setback for any lakefront property, except for foundation plantings or planting adjacent to a screened enclosure. Such plantings must be within 4 ft of the structures.
 - No hedges shall be permitted within the front setback other than for foundation plantings within 4' of the building and along walkways from the driveway to the front door.
 - Where permitted, hedge heights must be maintained per the current Palm Beach County, ULDC Chapter D, Section 4, A, 1. A. and 3. At the time of this writing hedges within the front setbacks are limited to 4 feet and within side and rear setbacks to 10 feet as measured from the grade of the lowest side of the hedge.
 - Hedges shall be maintained in a manner as to not encroach onto neighboring properties.
 - Hedges along side lot lines shall be maintained to provide a minimum 36" separation between structures and equipment.
 - Hedges shall be maintained to provide a uniform width and height.
 - Hedges shall not encroach into any easements.
 - Hedges on lakefront properties shall have same limitations as fences for screening and/or privacy.
- Seasonal changes of flowering plants and ground cover within existing plant beds can be made without ARB approval. Changing of the layout of an existing plant bed will require ARB approval. Such considerations shall be considered on a case by case basis.
- Sculptures, fountains, etc. will be considered on a case by case basis.
 - Sculptures, fountains, etc. over 3' in height are prohibited.
 - Sculptures, fountains, etc. are prohibited from easements.
- Any landscaping found to be made without ARB approval may be subject to removal. All landscaping changes made without approval will require an ARB approval to determine any corrections or removal requirements.
- Roofs
 - Shingle Roofs shall use 3-dimensional shingles only. Colors limited to tan, brown, black, or gray.
 - Metal roofs shall include hidden fasteners. Colors limited to bare metal, tan, brown, black, bronze, or gray and shall include a matte, anti-glare finish.
 - Tile roofs shall be limited to slate tiles and must be tan or gray in color. Barrel tiles are prohibited.
 - Any repairs to the structure associated with roof repairs, such as stucco or fascia, shall be repainted within 14 days of completion of roof repairs. Painting shall be performed in a manner so as to match the house. Painting that cannot be blended to match the existing house may require whole house repainting and require ARB approval if needed. See house painting guidelines above.
- All exterior door installations, including garage doors, require ARB approval and shall be considered on a case by case basis.
- Screened enclosures are permitted in white or bronze only. Any changes, including removal, require ARB approval, and will be considered on a case by case basis. Note, screen replacement for maintenance that does not change the appearance of the enclosure can be made without ARB

approval.

- HVAC

- Replacement of existing HVAC equipment does not require ARB approval unless replacement requires relocation of system components.
- Outside HVAC equipment is limited to AC condenser units associated with a central air conditioning or mini-split systems.
- Window air conditioner units commonly referred to as window shakers are prohibited. Window units shall not be installed in doors, windows, or cut into walls, or otherwise installed to be visible from the exterior of the home.
 - Exception – Window units may be used on a short term basis during power outages or for temporary use during repairs of central AC systems. Any other temporary use must be approved by the ARB. Any temporary use of window units during temporary repairs must be removed upon completion of repair. Repairs that take longer than 7 days will require ARB approval. Any temporary use with ARB approval must be promptly removed under the terms of the ARB approval. Any ARB approval made for temporary use without a specific removal date must be removed within 7 days of the approval.
- Exhaust vents from any interior units must not be visible from the street or neighboring properties.
 - Exception – Vents for the temporary use of interior units may be visible with the same exception requirements noted above for window units.

NOTE: These rules may change from time to time as amended by the ARB.

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