

# Oaks East

## **IMPORTANT Architectural Control Committee (ACC) GUIDELINES**

It is important to review the following information to determine whether or not you first need approval from the ACC before starting any home improvement projects. These guidelines provide a summary of requirements. You should also consult (and are bound by) our complete Rules and Regulations and Community Wide Standards.

### **Approval Guidelines**

#### **No prior approval is required for the following:**

1. Landscaping in Owner's backyard (area from side hose bib to back property line), **except** for the following:
  - a. Planting along the Lot Perimeter/Privacy Wall (neighbor's wall without windows).
  - b. Planting or removal of any trees.  
Note that NO planting beyond Owner's lot boundary lines is permitted. ( Please check your plat).
2. Planting within a fully enclosed screened area.
3. Plants placed in containers (provided the plants are not species prohibited by the State of Florida).
4. Installation of annuals (as long as they are removed when the season is over).
5. Removal of dead or struggling plants (Please note any damage to the irrigation system is the responsibility of the Homeowner.)

#### **Prior approval IS needed for the following:**

1. Removing any landscaping that will not be replaced within 30 days.
2. Installation of new landscaping and/or sod in front yards to side hose bib.
3. Any modifications to the exterior of a unit.
4. Modifications to hardscape (including without limitation pools, fences, screens generators, shutters, benches, pavers, arbors, fountains, and up-lighting) to be installed on the exterior of any home.
5. Removal of any trees that are located on an Owner's property. Please note that the oak trees that line the street on the front of each property requires both Board approval and approval by the City of Palm Beach Gardens before removal.

## Important Notes

1. Oaks East homeowners must apply to the ACC by completing an ACC Request Form (obtained through our Website and/or Property Manager's Office) with detailed specifications and required documentation. Homeowners must secure ACC approval PRIOR to making any alteration to the exterior of their houses or property.
2. Please fully comply with the ACC Request Form, and make sure that all your paper work is filled in properly and completely; failure to do so will result in a denial of your application; see items 1-6 on the request form.
3. If you are using a dumpster you have 10 days in which to use it and have it picked up. If for any reason it cannot be picked up in that time frame you must call the HOA office (561) 624-8876 and discuss this with the Property Manager. **The debris must be completely covered at all times on all dumpsters used!**
4. It is the homeowners' responsibility to inform their contractors of the parking rules in the community. If they are parked on the grass you will be subject to an immediate penalty, without the usual warnings, and asked to appear in front of the Covenants Committee.
5. If you are having your driveway coated or pavers installed and your contractor needs to turn off the irrigation, you must call the Property Manager to have the irrigation turned off. **Do not** let your contractor turn it off. Once the work is completed call the Property Manager to have your irrigation turned back on. All requests must specify if your private walkway, the apron and the common area sidewalk (if applicable) is to be included, see item #1 above! **No driveway will be approved without this information.**
6. If you are applying to have your roof replaced, and the tile you've chosen differs from those on display at the HOA office, you must submit a sample tile and specifications of style and color; it must also state if new skylights are included.