

**POLICIES AND CLARIFICATIONS FOR STORM SHUTTERS AND
WINDOW PROTECTION**

BOARD APPROVED NOV. 13, 2007

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Preamble: This document has been updated to conform to the formatting approved by the BOD in 2014, and to include the Declarations reference text. Otherwise, the policies are unchanged and contain the exact original text.

Declarations 5.02: "Each OWNER shall maintain his UNIT and all improvements upon his LOT in first class condition, except those portions of his UNIT and LOT which are to be maintained by the ASSOCIATION as discussed above. Included within the responsibility of the OWNER, shall be roofs, windows, screens, sliding glass doors, garage doors and doors on the exterior of his UNIT, and framing for same; all landscaping and improvements within any fenced or walled-in area of the OWNER's LOT; and all fences on the LOT, all of which shall be maintained by the OWNER in good condition and repair and in a neat and attractive manner".

Policies:

1. Permanently mounted installations:

Permanently-mounted shutters may be one of the following two styles only:

- Roll-down (whether electrically powered not)
- Accordion shutters - horizontally or vertically mounted.

'Bahama', 'Colonial', or other louvered shutters are specifically NOT approved.

Any other style of permanently mounted window protection requires Board review and permission. A brochure or sample showing material, color, and example installation must be submitted for approval prior to installation.

Acceptable colors for Roll-down and Accordion shutters are cream with cream trim, or cream with brown trim, and must generally match the existing colors of the building and fascia.

Installation requirements:

- Shutters for the screened porch or glass enclosure may be installed inside or outside of screened porch or glass enclosure.
- Shutters and associated hardware must be professionally installed. Any electrical work must be performed by a licensed electrician. The Homeowner is responsible for showing proof of proper permits and inspections where required.

2. Window film:

- all film must be professionally installed
- only clear or tinted film is allowed
- bronze, metallized, or any other color or texture are expressly not allowed.

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3. Temporary installations:

Unless specifically addressed above, window coverings and protection of any kind will be considered as 'temporary'. This includes, but is not limited to, panel systems of wood, plywood, plastic (including clear plastic) or metal; cardboard, tape, or screen/fabric/sheet systems of any material.

The Homeowner is specifically allowed to utilize any temporary means necessary to protect his property from windstorm damage, but only within the following time limits:

- Protection may be employed only 96 hours (4 days) prior to the predicted arrival of a storm, as determined by the National Hurricane Center.
- Protection must be removed within 96 hours (4 days) of the storm's passing.
- In case of evacuation, removal must be with 96hrs (4 days) of the time when public safety officials allows residents to return to the area.

Violations will result in removal and storage by the Board upon 48hrs notice, at the owner's expense.

Extensions to these time limits may be approved by the Board if requested in advance in writing, which must also state the anticipated date of removal.

No temporary protection system may impede use or access to an adjacent unit or Limited Common Area, and must not encroach upon the Common Area at any time.

If the protection system requires any permanent attachments to the building for framing, support or integrity, then the permanently-mounted components must be professionally installed, and of a cream color that matches the building. Prior approval of the Board is highly recommended; the Board reserves the right to require non-conforming or unsightly installations removed at the owners expense, including any necessary resulting repairs to the building.

4. Maintenance (both permanent and temporary):

The Homeowner is responsible for all maintenance, repair, and replacement associated with the protection system, whether permanent or temporary, including painting. Violations will result in removal and storage (for temporary installations) or repair (for permanent installations) by the Board at owners expense.