



Balintore Homeowners Association

BALINTORE ARCHITECTURAL RULES AND PROCEDURES

The Declarations of Covenants, Conditions and Restrictions of Balintore provides in Article VII, Section 2 and also in The Articles of Incorporation, Article IV that the Architectural Committee shall from time to time adopt, promulgate, amend, revoke and enforce guidelines referred to as “Design Standards”. The following general design guidelines are hereby adopted in accordance with that authority. It is noted, however, that these guidelines are not all inclusive and are issued as general guidelines to aid in the preliminary design process. They are not in any way, intended to supersede any provisions contained in the Covenants, Conditions and Restrictions. And in addition, and Pursuant to Article V. Section 20, of the Declaration, the Association may adopt reasonable rules and regulations concerning the lots. The Articles of Incorporation, in Article IV, further state the Association may from time to time, adopt reasonable rules and regulations concerning use of the lots. In accordance with these Articles, the following additions and/or changes were approved and adopted at the Board of Directors Meeting held on November 1, 2022 and now are a part of the official Balintore Architectural Rules and Procedures. This document should be filed in an appropriate location for future reference when needed. This entire package is also located on the Balintore Web Site on the Architectural and Grounds Page. This document also supersedes any and all previous documents regarding “Architectural Standards of Balintore” and is the only document to be referred to for Balintore Architectural Rules and Procedures.

1. A Chairperson will head the Architectural Committee consisting of the Chairperson and two other members. The chairperson can select his/her own committee members to assist his/her efforts.
2. A homeowner who desires to make any exterior architectural change to their property must complete a **PROPERTY ALTERATION APPLICATION**. The Application should be submitted to any Architectural Review Committee Member by the homeowner responsible for completing the application. An architectural change is considered to be any modification, which changes the appearance of the exterior portion of the home, however all exterior painting must be approved even if the color that is desired is to remain the same. *Should a member be planning to paint their home, they must use the approved color range to select the colors, and in all cases written approval from the Architectural Review Committee is required. The color range can be picked up from*



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any member of the Architectural Review Committee.

3. The **PROPERTY ALTERATION APPLICATION** must detail all proposed work to be done, including the homeowner's attached detailed plans, drawings, brochures, or any other supporting material required by the Architectural Review Committee, to make a decision regarding the request. All exterior painting applications must have color samples of **ALL THREE COLORS** attached to the application. An application **MUST** be submitted and approved even if the colors of the home are to remain the same. **Exterior Paint Colors of a home to be painted must be identified by the THREE COLORS below:**
 - a. **Exterior Base Color (walls)**
 - b. **Exterior Trim Color (any trim on home including garage door if different than the base color)**
 - c. **Exterior Front Door Color**

Other architectural change examples that required a PROPERTY ALTERATION APPLICATION, include but are not limited to the following: Light Fixtures, Guttering and Downspouts, New Doors and Windows, Fencing, Swimming Pools, Screen Enclosures, Roofing, etc. For detailed information, please consult your Balintore Documents

4. The Committee Member who receives the PROPERTY ALTERATION APPLICATION from the homeowner will notify the Architectural Review Committee Chairperson who in turn will call a meeting of all the committee members. A minimum of two members must be in attendance at any called meeting and a PROPERTY ALTERATION APPLICATION requires a minimum of two approval votes in order for the application approval to be granted,
5. The Chairperson will detail on the PROPERTY ALTERATION APPLICATION the votes of each member, date of final disposition and include the signature of Chairperson or a member of the committee authorized by the Chairperson.
6. The committee will make every effort to secure a meeting and make final disposition of the application within ten (10) days of receipt of the application. In no case should the time period for the disposition take more than thirty (30) days from the receipt of the application. Should the committee take no disposition of the application within the thirty (30) day period of receipt, then the homeowner can consider the application approved as requested. The **ONLY** exception to this rule would be if additional information was required by the committee in order to make their decision. When this is the case, thirty (30) day timeframe will commence when the committee receives the additional material requested. Once approved, the homeowner has 120 days to start the project. If it is not started in that time frame, the homeowner will need to resubmit an application.
7. In all cases, the homeowner should not proceed on their application without written approval by the committee. Written approval is considered to be a signed and dated copy of the PROPERTY ALTERATION APPLICATION by a committee member after a duly called meeting. The Association keeps the original copy of the PROPERTY ALTERATION APPLICATION, and a signed photocopy of the application is given to the homeowner.
8. The Architectural Committee conducts annual inspections in February and/or as needed. The inspection review is held to evaluate the exterior condition of all homes for general compliance with Balintore's Architectural Standards. Inspections evaluate the condition of exterior base and trim paint, examine roofs for discolor from weather conditions, check mailboxes for cleanliness or in need of repair, inspect driveways and sidewalks for rust or mildew, and check for any other architectural discrepancies.
9. Architectural PROPERTY ALTERATION APPLICATION forms can be found on



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Balintore.com/Forms or by contacting any Committee Member.

10. **Hurricane Shutters** – Any homeowner who wants to install hurricane shutters must submit a PROPERTY ALTERATION APPLICATION detailing all materials and colors. Hurricane Shutters must be removed as quickly as possible after the threat of a hurricane has passed the local area (Pinellas and Pasco Counties) but in all cases no longer than seven (7) days after the threat has been lifted. Shutters may be installed for a storm anytime after a Tropical Depression has been announced for any part of the Gulf Coast (West Coast) area.
11. **Driveways** – All driveways and sidewalks must be either natural concrete, pavers and/or other material similar in color and appearance to natural concrete and must be approved by the Architectural Committee. No coloring, paint or material other than natural concrete may be applied without the approval of the Architectural Committee.
12. **Screening** – Screening of lanais and windows must be “1614, 1814, 1816, or 2020” gauge unless another gauge is approved by the Architectural Committee. None of the above gauge screens requires Architectural Committee approval and no Property Alteration Application is required. Gauge screens that do not meet these requirements must have a PROPERTY ALTERATION APPLICATION submitted and must obtain Architectural Committee approval. Pet-resistant and insect screening is also permissible with Architectural Committee approval.
13. **Lattice With Screening** – No lattice trim can be applied in back or front of any screened area without the approval of the Architectural Committee. Approval will be based upon the camouflage as the lattice is viewed from any other lot or common property including the golf course.
14. **Mailbox** – Every mailbox will be Cast Aluminum Residential Mailbox and will have the following specific components. Finial: A-3 / Post: 3” Fluted / Base: 2PC-3 / Mailbox Head: ME-5 / Decorative Bracket: DB-05 “S” scroll / Flag: CAST-GOLD / Balintore Logo: Vinyl REFLECTIVE GOLD- CG CALIFORNIA BOLD and centered on mailbox door / Address Lettering: 2” Centered on Non Flag Side & Right Justified ON FLAG SIDE in REFLECTIVE GOLD- CG CALIFORNIA BOLD / Component Color: PC MINERAL BLACK / 18” Circular Concrete Pad: For 2PC-3 Base. For Mailbox Graphic Illustration with Specifications – Go to www.Balintore.com then go to **Committees/Architectural** for a link to view specifications.
15. **Exterior Walls** - Exterior walls and gable ends of the structure shall be finished with stucco.
16. **Mechanicals and Pool Equipment** - Mechanical and pool equipment must be screened from the front street view with landscaping.
17. **Fences** -The following standards shall be used for individual lot fencing in Balintore.
 - a. The general fence standard is black vinyl clad chain link fence, limited to a height not to exceed four (4) feet. Any fence needing replacement must meet this standard. No wooden fence material is allowed.
 - b. Fences are not allowed fronting retention ponds and the golf course.
 - c. That part of a fence closest to and readily visible from the street shall require a planted hedge of viburnum, ligustrum, or similar plants three feet on center to screen the fence (except at gate openings).
 - d. The fence may connect to the side of the house at a point no closer than ten (10) feet behind the front corners of the house,
 - e. Any Lot which is fenced shall have an accessible operable gate at least 48 inches wide to accommodate maintenance equipment.
 - f. A plot plan or survey of the property showing the proposed fence location and height(s), gate location(s), and hedge plant location must be submitted to the



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Architectural Committee and approved prior to the start of any construction of the fence. Permits if required by local authorities should be obtained.

- g. The Architectural Committee reserves the right to deny any Fence construction that would materially adversely affect the view from surrounding property.

All requirements under Article VII, “Architectural Control” in the Declaration of Covenants, Conditions and Restrictions of Balintore, shall prevail and be enforced,