

Kensington Park Master Association, Inc.  
Proposed ARB Manual Revisions Catalog Update  
(Revised 1/28/2019)

The following is a list of new proposed revisions to the ARB Manual since the last proposed manual draft was communicated to the Kensington Community in October of 2018.

Material Changes				
Change	Section	Current Proposed Manual	Revision	Rationale / Comments
Eliminate color/patterned concrete as an approved material for use in construction of driveways and walkways.	Section 3.A.11.b. Driveways and Walkways	Enriched, decorative surfaces such as interlocking pavers, brick, or color/patterned concrete, etc., are required in all Neighborhoods. <b>Check neighborhood covenants for specific information</b>	Driveway and walkway surfaces must be constructed of enriched decorative surfaces consisting of interlocking pavers or brick. No asphalt, loose gravel or unpaved surfaces are permitted. <b>Check neighborhood covenants for specific information.</b>	Color/patterned concrete is not currently used for any driveway or walkway in Kensington. This material is subject to eventual cracking and is not aesthetically appropriate for driveways or walkways within Kensington.  Note that the sentence regarding asphalt, loose gravel, and unpaved surfaces was moved from Section 5.B.c.(10) in procedures as this is an Architectural Control Criteria and should not be located in the procedures section.

## Material Changes

Change	Section	Current Proposed Manual	Revision	Rationale / Comments
Landscaping Design Requirements	Architectural Planning Criteria 3.C.8 Utility Devices	Utility devices, such as backflow preventers, electrical boxes, cable pods, and telephone boxes should be planted. This will make the Owner's property and the overall community more attractive. Be sure to allow access to the utilities. See Drawing 10, Plantings around Utility Devices.	<p>a. Utility devices, such as backflow preventers, electrical boxes, cable pods, and telephone boxes should be planted. This will make the Owner's property and the overall community more attractive.</p> <p>Note that the utility companies have easements for access to these devices and specific clearance requirements. Owners should allow access to these devices in accordance with these requirements. Failure to do so may result in the removal of landscaping by the utility companies at any time. See Drawing 10, Plantings around Utility Devices</p> <p>b. Utility companies should be contacted prior to the installation or modification of any landscaping to mark any underground lines or pipes. This will reduce the possibility of damage to any existing utilities.</p>	We received a suggestion from a resident in Kensington that landscaping around utility boxes and additional warning about digging for landscaping should be included in the proposed ARB manual.

## Material Changes

Change	Section	Current Proposed Manual	Revision	Rationale / Comments
Mailboxes	Architectural Planning Criteria Section 3.B.15.a Mailbox Installation or Replacement	No mailbox, paper box, or other receptacle of any kind for the use in the delivery of mail, newspapers, magazines or similar shall be erected or replaced on any Lot except as approved by the ARB. Obtain and completely fill out the <a href="#">Approval Request for Building and/or Landscape Modification</a> form. Also, check with your Neighborhood Association to determine if there are further mailbox design requirements or restrictions.	No mailbox, paper box, or other receptacle of any kind for the use in the delivery of mail, newspapers, magazines or similar shall be erected or replaced on any Lot except as approved by the ARB. Obtain and completely fill out the <a href="#">Approval Request for Building and/or Landscape Modification</a> form.  Mailboxes must be uniform in appearance within each neighborhood in Kensington and comply with U.S. Postal Service specifications. Check with your Neighborhood Association (or the KPMA Property Management Company as applicable) to determine the specific design requirements for your neighborhood.	Added the requirement that the installed or replaced mailbox must be uniform in appearance within each neighborhood.
Air Conditioner and Pool Equipment Replacement	Architectural Planning Criteria Section 3.B.16.c.	N/A	Prior approval from the Master Association or the ARB to replace existing air conditioning or swimming pool equipment (pumps, filters, valves, heaters, etc.) on private property is not required. Owners should be aware, however, of Collier County Noise Ordinances and purchase suitable equipment to avoid disturbing neighbors and violating these ordinances. (The maximum noise level stipulated in these ordinances is 60 dBA between 7:00 a.m. and 10:00 p.m., and 55 dBA from 10:00 p.m. until 7:00 a.m.). Check also with your Neighborhood Association (or the KPMA Property Management Company as applicable) to determine if there are other specific restrictions or requirements for replacing such equipment in your neighborhood.	Added this section to ensure owners are aware of Collier County Noise Ordinances when replacing outside equipment such as air conditioners and swimming pool equipment.  The ARB, however, will not require prior approval for owners to replace this type of equipment.

## Material Changes

Change	Section	Current Proposed Manual	Revision	Rationale / Comments
Hurricane Storm Shutters	Maintenance Standards Section 4.A.9.a Hurricane Storm Shutter Maintenance	Hurricane shutters may be installed or lowered after May 1st and must be removed or retracted before November 30th of the same year.	Roll-down type hurricane shutters installed on any rear-facing exterior surface of a building may be extended or used at any time during the calendar year. All other hurricane shutters may be installed or lowered only after May 1st and must be removed or retracted before November 30th of the same year. Note: Check also with your Neighborhood Association (or the KPMA Property Management Company as applicable) to determine if there are specific restrictions or requirements regarding the use of hurricane shutters in your neighborhood.	There have been several requests that this provision be revised to permit the use and extension of hurricane shutters during season for various reasons (security, protection of furniture, cleanliness, etc.). The board conducted a survey of the owners regarding whether the restriction on the use of hurricane shutters from December 1 <sup>st</sup> to April 30 <sup>th</sup> should be amended. There were a significant number of responses indicating that the restriction should be amended.
Driveways and Walkways	Maintenance Standards 4.A.3.d	Driveways and sidewalks may be sealed with a clear solution without ARB approval.	Driveways and walkways may be sealed with a clear solution without ARB approval. Driveway and walkway pavers or bricks shall not be tinted or painted without the prior approval of the ARB.	Add the second sentence to clarify that ARB approval is required to change the color of a driveway or walkway as it is for any other modification to the exterior appearance of a property.
Mailboxes	Maintenance Standards Section 4.A.12 Mailbox Maintenance (New)	Mailbox maintenance is not currently addressed in either current ARB manual or the previous proposed revised manual.	Added new section 4.A.12 <b>Mailboxes</b> “Mailboxes and mailbox posts must be maintained properly. They must be repainted or replaced if the paint is chipped or faded, and they must be repaired or replaced if damaged in any other way. (Note that ARB approval is required prior to painting or replacing any mailbox). Mailbox posts must stand upright and not allowed to lean ”	One of the comments we received addressed the fact that mailboxes in Kensington don’t seem to be maintained properly. Many are in need of painting, repair, or replacement. This added requirement should help give the ARB authority to address poorly maintained mailboxes.

## Housekeeping Changes

Change	Section	Current Proposed Manual	Revision	Rationale / Comments
Section Title	Architectural Control Criteria 3.C.8	Utility Devices	Change the title of this section to "Utilities"	To reflect added paragraph addressing underground lines and pipes in addition to devices.
Section Title And Content	Maintenance Standards 4.A.3	Driveways and Sidewalks	Driveways and Walkways	Change "sidewalks" to "walkways" to be consistent with section 3.A.11.
Driveways, Walkways, Patios, and Parking Areas	<p>Policies and Procedures for Approval Section 5.B.2.c.(10)</p> <p>Procedures for Building a New Structure or Total Reconstruction of an existing Structure.</p>	<p>"Driveways, Patios, and Parking Areas – all hard surface exterior materials (driveways, patios, sidewalks, pools or decks, etc.) must be noted by type, color manufacturer's specifications or other descriptive detail (these specifications may be included in the landscape plan). <b>All driveways shall have enriched, decorative surfaces such as interlocking pavers, brick, or color/patterned concrete. No asphalt, loose gravel or unpaved surfaces will be permitted.</b>"</p>	<p>"Driveways, Walkways, Patios, and Parking Areas – all hard surface exterior materials (driveways, patios, walkways, pools or decks, etc.) must be noted by type, color manufacturer's specifications or other descriptive detail (these specifications may be included in the landscape plan)."</p>	<p>"Sidewalks" changed to "Walkways" for consistency.</p> <p>Deleted the second to last sentence as it is already covered in the Architectural Control Criteria, Section 3.A.11.b., and should not be in the procedures.</p> <p>Moved the last sentence to Section 3.A.11.b. as this relates to Architectural Control Criteria rather than procedures.</p>