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**ARCHITECTURAL GUIDELINES**  
**FOR PINE RIDGE PLANTATION**

## **PART 1: INTRODUCTION**

### **1. Standards and Guidelines**

1.1 The Architectural Guidelines consist of established minimum requirements which will be used to regulate the construction of homes at Pine Ridge Plantation, to facilitate a level of high quality and maintain consistency with the primary objectives of the overall development plan for the community. All developers, contractors, architects, engineers, and property owners must adhere to the Architectural Guidelines in conjunction with all applicable building codes, the Americans with Disabilities Act, the terms and conditions of the Pine Ridge Plantation Covenants and Restrictions, and all contractual requirements.

1.2 The Standards and Architectural Guideline as followed in the document describe aspects off architectural delineation and site design which are strongly encouraged to be utilized throughout the design and development process.

1.3 The Architectural Guidelines are supported by the Association's Architectural Review Committee (ARC), and will be used throughout the construction process as criteria for objectively reviewing all construction plans and procedures.

### **2. Review Process and Required Submittals:**

2.1 Owners will examine the enclosed materila for items required for review of submitted plans and specifications.

2.2 The ARC will release the plans submitted by the Owner for Building Permit after full plan review and approval by the ARC is accomplished. The Owner may then commence construction in accordance with the procedures described in the Architectural Guidelines and the Declaration of Covenants, Conditions, and Restriction for Pine Ridge Plantation.

2.3 The homebuilder or homeowner will submit comprehensive construction plans and specifications, which shall include but not be limited to the items listed below:

- Schematic Site Plan, including the location of the house with all property lines, easements, setbakcs and restriction lines, drives walk, roof plan, pools, fences and site grading.
- Schematic Landscape and Irrigation Plan, including all trees, shrubs, screen material, berms, paving patterns, groundcover areas and any other elements necessary to convey the design intent shall be shown. Plant disances, in the case of hedge materials and groundcovers, and spot elevattions where earthwork is part of the design intent, will also be required.

- Floor plans at 1/2" or 1/4 " scale with dimensions:
  - Showing all exterior materials noting colors and textures.
  - Note type, size, and material of all openings.
  - Roof pitch, type and quality of roof coverings materials.
  - Doors, windows, fences, mechanical equipment.
- Typical wall section.

The ARC retains the right to request additional drawings, specifications and materials samples prior to approval.

2.4 The homebuilder or homeowner shall provide information on the type and quality of all exterior materials.

## **PART II: ARCHITECTURAL GUIDELINES**

### **II A. DESIGN STANDARD FOR ALL RESIDENTIAL DEVELOPMENT**

#### **1. Preservation of Existing Vegetation:**

1.1 No site clearing shall occur prior to ARC approval of the site plan.

1.2 All structures and pavement shall be located in a manner which will preserve the majority of specimen vegetation on the site.

1.3 Temporary barrier fencing shall occur around the areas to be preserved.

1.4 Construction machinery and materials shall not be driven or located within any preservation areas. Grading, trenching and other methods of soil compaction are prohibited in preservation areas. Owners shall be solely responsible for any such activities which result in a violation of an applicable environmental permit.

#### **2. Lot Layout and Site Organization:**

2.1 Integrate site plan with adjacent parcels to provide a logical, safe and harmonious system of roadways, sideways, sidewalks and building facades.

#### **3. Earthwork and Drainage:**

3.1 Landscape mounds and swales shall be constructed with smooth transitions to avoid abrupt or extreme changes in slope.

3.2 Mounds shall not disturb swale drainage or be placed between the trunk and dripline of a tree.

3.3 No parking will be permitted on areas where the subdivision's drainage flow may be interrupted.

#### **4. Landscape Maintenance Standards (Revised Dec 2017)**

**4.1 Background:** All members of the Association are required to maintain the landscaping on their lot in an acceptable fashion that is at a minimum, in keeping with the original intent of the neighborhood. Original landscape packages consisted of 2 - 3 trees and 10 - 20 three to five-gallon evergreen foundation shrubs placed in the front and some side yards within beds in all front and side yard bedding. (The standard for our community is not the number of shrubs but that your house front foundation is covered.) Front façade corner plantings were of a larger mature size than those placed elsewhere in the foundation plantings and must be replaced as such. All remaining areas of the lot (front, back and side yards) were originally sodden solidly with St. Augustine turf grass. No other varieties of turf grass are allowed in our community. Maintain lawns and planting beds in good health so as to present a neat and well-cared-for appearance year-round. All visible areas of each lot must be covered with turf, beds with plantings and mulch or attractive groundcover. **An ARC Request is to be submitted for any landscape changes.**

#### **4.2 Lawns:**

- a. All lots and common areas shall be fully sodded with St. Augustine/Florestine varieties.
- b. St. Augustine grass should be cut at minimum 3"– 4" and cut no more than a 1/3 of the blade at a time. Keep sidewalks, driveways and streets clear of lawn clippings, fallen leaves and other debris. Do not dump grass cuttings, leaves, limbs, branches or other debris in common areas or CDD property or on Clay County Conservation areas around our community. **(Fines may apply)**
- c. Maintain a neat and clean lawn or bedding edge along sidewalks, driveways, curbs and other paved areas, as well as around planting beds within yards as needed during the growing season.
- d. Yards must be free of weeds visible from the streets.
- e. If sunlight allows for success, dead or diseased areas of turf must be replaced/repaired.
- f. The area between or outside of fences or at fence lines and retaining walls on all lots must be maintained free of weeds and unwanted growth and covered with grass, attractive groundcover, mulch or hardscape such as rock or crushed granite.

g. Fertilize as needed and irrigate (following Clay County watering restrictions) as needed; lawns should be green and dense throughout the growing season unless severe drought restrictions are in place.

#### **4.3 Irrigation System:**

a. All yards shall be 100% irrigated with pop up sprinklers. The irrigation system shall comply with the applicable utility company's rules and regulations. The irrigation system shall be automatically controlled by a time clock.

b. Provisions shall be made for removal of rust or stain if it is present in the water supply. In the event the rust or stain in the water supply, chemical filtration shall be incorporated in the irrigation system. If the staining occurs after the homebuilder has sold the lot, the homeowner shall be responsible for the removal of the stains and providing of appropriate filters to the system.

c. The use of irrigation wells shall not be permitted.

#### **4.3 Planting Beds:**

a. All visibly exposed beds must be mulched with materials and colors consistent with the original landscaping package of each lot in the community.

b. Visible beds must be edged by the trench method or utilizing approved edging materials. (ARC approval required)

c. Keep planting beds free of weeds, unwanted growth, dead plant material and debris.

d. Vegetable and fruit gardens must be in the back yard not visible from the street, well maintained, and no weeds.

e. If decomposed granite or other landscape rock is used, it must be of an "earth tone" color and not green, blue, or other bright colors. White rock is acceptable. Areas with landscape rock should be weed free and fully covered.

#### **4.4 Landscape & Bed Edging, Tree Rings:**

a. Edging materials and colors should complement the residence exterior. Commercially available landscaping blocks, curbing, stone and plastic or metal edging in earth tones.

b. The top surface of any ring/edging should be no more than 8 inches higher than the adjoining, undisturbed ground and stacked the height of no more than two (2) approved landscaping blocks and installed so that the top surface of all installation materials is flush (same height) with the adjacent "element" (block, edging material, etc.). The top surface of the ring or edging as a whole shall be as close to level as is practical considering the natural slope of the adjacent ground.

c. Landscape Edging and tree rings shall not interfere with existing swales or water drainage. Edged areas and tree rings shall be completed by installing complimentary mulch within the boundary of the tree ring or edging.

d. Boulders are accepted and should look like those indigenous to the natural surrounding area of the development.

#### **4.5 Trees/Bushes:**

a. Do not plant, remove or replace any front yard tree without following Pine Ridge Plantation Tree Policy guidelines and getting ARC approval.

b. Do not plant, remove or replace any front yard tree without following Pine Ridge Plantation Tree Policy guidelines and getting ARC approval.

- Canopy shade tree – 3 1/2” – 4 caliper
- Flowering/ornamental – 2 1/2” – 3” caliper
- Evergreen/ornamental – 2 1/2 “ caliper
- Coniferous tree – 12’ height

All other plant material sizes are at the discretion of the ARC and shall be considered by the ARC as a part of the formal review process.

c. Front/side yards need to allow for a number of trees to not overcrowd a lot at maturity.

d. Prune trees and bushes as needed to maintain a neat, well-cared-for appearance. Severe pruning of trees, disfiguring their natural shape is not allowed.

e. Do not allow trees and shrubs to obstruct the sidewalk or road, to block the visible sight lines of street intersections or driveways and should not encroach on private properties, conservation easements, wetlands area, or other restricted area at any time. No tree shall be permitted to remain within such distance of such intersections unless the foliage line is maintained at sufficient height (8 feet) to prevent obstruction of such sight line.

f. Tree stakes must be removed after a tree has been planted for a year.

g. Trees placed 10' to 15' from your homes foundation should provide a safe distance for root growth. If concerns about foundation still exist, a root barrier may be installed. For further reference/evidence, contact a certified arborist, a master certified nurseryman or our county extension agency for confirmation of this.

h. A front yard's foundation shrubbery planted in front of window sight lines needs to be kept at a height of no more than 3 feet.

#### **4.6 Misc. Landscaping:**

a. Landscape lights are permitted in Pine Ridge Plantation. Lights must be kept in repair and perpendicular to the ground. (ARC approval required)

b. All lights and decorations that are not permanent fixtures of the Unit which are part of the original construction or have been properly approved as permanent improvements by the ARC shall be removed within seven (7) days after the holiday has ended, with the exception of Christmas which is fourteen (14) days. Christmas decorations or lights may not be displayed prior to November 15<sup>th</sup> of any year. For other holidays, decorations or lights may not be displayed more than two (2) weeks in advance of the Holiday.

c. Driveways and streets in front of homes must be maintained free of residue such as oil, chemical spots and black mold.

d. No signs of any kind are allowed in the front yard on any lot other than school spirit on Game Day. Reference Article IX Section 13 for "For Sale/Rent" signs on your Lot. Yard/garage sale signs are only permitted in the Home Owners yard on the day of the sale. They may not be placed on public Right of Ways. If seen, they will be removed. Please reference Clay County Ordinances for other restrictions. The Pine Ridge Plantation CDD sponsors both a spring and fall yard sale. If you are planning a yard sale, please join in with the community at those times and benefit from the increased traffic this event provides.

e. Fountains, statuary, and outdoor art are normally limited in height to 3'-0". Fountains may exceed 3'-0" in height only if the Committee determines that it blends into the architectural scale of the house and property.

f. Outdoor furniture must blend in with the landscaping. The preferable location is the rear yard. No beach, pool, cabana, camping or picnic style furniture should be visible from the street.

g. Fountains, statuary, outdoor furniture and outdoor art shall be limited to a total of three (3) items of a fountain, statuary, furniture or art if located in the front yard.

## **5. Construction Practices:**

5.1 Construction shall not commence until receiving written approval of the final plans from the ARC.

5.2 Prior to site clearing, all conservation easements, wetlands areas, and other restricted areas must be identified on plans, located on site and properly protected with barrier fencing.

5.3 Sediment and erosion control provisions shall control run-off and contain all silt and debris within the limits of construction.

5.4 All local state and federal regulations must be adhered to.

## **II B. SINGLE FAMILY LOT DESIGN STANDARDS**

### **1. Lot Dimension and Coverage**

1.1 Typical lot dimensions shall average 55' X 110'. Lot sizes can be larger and may vary in size.

1.2 Total building coverage shall be a maximum of 50%, as determined by Branfield Land Development Regulations.

1.3 Minimum front yard landscape coverage consisting of trees, shrubs and flower beds shall be 20%. Front yards, side yards, rear yards, and common areas shall be fully sodded with St. Augustine/Florestine varieties.

### **2. Standard Setbacks:**

2.1 Building setbacks shall be in accordance with the Branfield Land Development Regulations:

- Front yard – 20' for garages, 10' for porches & 15' for front facade
- Side yard – 5'
- Rear yard – 10'
- Corner lots, yard facing street used for access – 20'

2.2 Porch, Screened Enclosure, Privacy Wall, Planter Wall, Deck, Patio, Pool and Spa, in accordance with the Branfield Land Development Regulations:

- Front yard – no such structures allowed unless part of the original construction
- Side yard – 5’
- Rear yard -5’

2.3 Fence setbacks:

- Front yard – no fence is permitted in the front yard
- Side yard – property line, but cannot extend any closer than 12 feet from the front of home.
- Rear yard – property line
- Corner lots – no fence is permitted in the front yard facing the street with access closer to the street right of way at least 6’ from the sidewalk (revised 2/10/10)

2.4 Athletic and/or play structures:

- Front yard – no structures shall be permitted in the front yard.
- Side yard – no structures shall be permitted in the side yard
- Rear yard – on property line if fenced, 5’ if not fenced
- Corner lots – no structures shall be permitted in yard facing the street.

### **3. Building Position:**

3.1 All residential buildings shall be sited perpendicular and parallel to streets. Buildings may not be sited diagonally across lots excepting large corner lots.

3.2 The architecture of the building façade including the height, form and materials shall vary along the street to promote an interesting and engaging streetscape.

3.3 Building height limitations is 35’.

### **4. Accessory Structures and Furnishings:**

4.1 Any freestanding structure contemplated for a property such as but not limited to, a pavilion, gazebo, platform, playhouse, storage room, cabanas, etc. must be submitted for approval with the required drawing and information. Approval will be granted only upon the merit of the structure and desirability for the neighborhood.



#### 4.2 Shed/Outbuilding Guidelines: Amended February 12, 2018

- All sheds must have Architectural Review Committee Approval
- No larger than 8x8 (width/length) and no taller than 6 ft tall side walls.
- Must be hurricane strapped and placed on lot according to Clay County Codes
- Must be placed on a flat surface (pavers, concrete slab, etc.)
- No thin metal sheds will be allowed
- Must be kept in “presentable” condition (free from mildew, no rotten wood and maintained in same manner as homes.)

4.3 All privacy walls and planter walls shall have a height limitation of 4’.

4.4 Any swimming pool (in ground only) to be constructed on any lot shall be subject to the review and approval of the ARC.

4.5 No screen enclosure shall be permitted on the front of the house. Patio or pool screened enclosures shall be permitted subject to review and approval by the ARC. If the proposed enclosure comes with a roof, then it shall be consistent with the main house roof.

4.6 No window or wall air conditioner units will be permitted.

4.7 All air conditioner compressors, irrigation wells, etc. shall be screened from view insulated by a fence, wall or shrubbery so as to create a visual barrier and minimize noise.

4.8 Mailboxes and mailbox structures shall adhere to U.S. Postal Standards and shall be maximum of 5’ tall and 3’ wide. Mailboxes shall substantially conform to the standard design attached to this Architectural Guidelines. (**Creative Mailbox and Designs 813-818-7100 or Mailbox Solutions (Model Asbury 111) 407-366-6565 /order online Asbury 110 and Cast base B1-3”**)

4.9 All refuse and maintenance equipment and/or furnishing must be contained, concealed and located appropriately to ensure the safety of residents and the public.

4.10 Satellite dishes may be permitted subject to review and approval of the ARC. Approved Satellite dishes shall be installed in the rear or side of the home out of view from the street.

## **5. Driveways**

5.1 Maximum width of driveways is 16'; except for swide entrance garages which shall be approved on a case by case basis.

5.2 Sidewalk paving materials shal continue across driveways to create continuity of the sidewalk.

5.3 Loose, aggregate paving is not permissible.

5.4 Parking must be provided per the county code which requires a minimum of 2 spaces per dwelling unit.

## **11C. DESIGN GUIDELINES**

### **1. Architectural Style**

1.1 All building and architectural elements along a stree or within a given view area shall be unified in theme and character.

1.2 The following are recommended styles to be referenced for establishing the architectural concept and design:

- Southeastern Vernacular/Coastal
- Classic/Traditional

### **2. Building Form and Layout:**

2.1 Single family houses should be consistent in stye, however they should vary in detail within a given neighborhood.

2.2 Houses shall be one or two stories. When two stories are employed, it is recommended that the second level be set back from the remaining façade.

### **3. Architectural Elements:**

3.1 Architectural elements shall be designed and detailed in a manner consistent with the style of the building.

3.2 Pitched roofs are recommended in gable, hipped, or gambrel forms or their variations. Minmum roof overhand shall be 16". All exposed roof vents valleys, flashing, eave drip, and pipes extending through the roof shall be painted the same color as the roof.

3.3 Doors may be single or paired and are usually centered within the facade. The use of entablatures and/or architraves is recommended for classic or colonial styles to emphasize primary entrances.

3.4 Windows and/or dormers should be generally placed in a symmetrical or balanced pattern, and should include small panes of glass and the use of shutters and/or decorative entablatures.

3.5 Porches and balconies are recommended, but are subject to approval by the ARC.

3.6 The use of chimneys is encouraged and should be designed according to the architectural typology of the building. All proposed chimneys shall be submitted to the ARC for review and approval.

#### **4. Building Materials and Finishes:**

4.1 Recommended materials for the front façade include brick, stucco, stone and hardy board. In the event a different material is utilized on the other walls, the front façade shall include a 24" wrap of the same material as the front façade. **(Amended to include siding on all sides of home 2/11/19)**

4.2 Recommended materials for walls, other than the front facade, include brick, stucco, stone, hardiboard/LP smart horizontal lap siding, and vinyl siding. 4' by 8' sheet siding shall not be permitted on walls.

4.3 All materials and finishes shall be of earth tones, textures and forms.

4.4 Roofs shall consist of minimum three tabbed shingles

#### **5 Walls and Fences**

5.1 All walls shall be constructed with brick, stucco, or natural stone on all exposed surfaces. Walls must be capped with brick, stone or precast concrete.

5.2 6' Shadow Box Wood or Solid Wood Style Fence.

5.3 6' PVC White Vinyl Fence or Light Tan Vinyl Fence

5.4 4' Black/Bronze Wrought Iron/Aluminum with Posts, Pickets and Stringers sized and placed to allow view and breeze to and from adjacent property. If Fence is placed on Retention Pond Bank then the Fence shall have an access gate to maintain pond bank.

5.5 Fences shall not be constructed in any right of way or easement are of lot.

5.6 Fences shall not be installed on any adjacent property line.

5.7 All approvals for Fence Construction shall be sent to the attention of the Board of Directors at 4213 County Road 218, Suite 1, Middleburg, Florida 32068 with a

copy of the Map Survey of the property indicating on the Map Survey the location and type of Fence to be installed on the property.

Approvals shall be revoked immediately if the Fence request is not of the type and style indicated above.

## **6. Landscape Design – General Considerations:**

6.1 The preservation and/or relocation of existing specimen hardwoods or other desirable trees is strongly recommended.

6.2 The landscape plan should complement the architectural style and emphasize desirable views.

6.3 The planting design shall be simple and element utilizing large numbers of limited varieties of plants materials.

6.4 The form, color, texture and mature size of each plant should be considered in composing beds that compliment surrounding natural and man-made materials.

6.5 Special emphasis plantings should be reserved for arrival areas, plazas and courtyards.

6.6 The use of raised planters and trellises in plazas and courtyards is desirable for providing shade and visual interest.

6.7 Screen or buffer planting consisting of a layering of opaque plant materials is preferred

## **7. Lake Edge Planting:**

7.1 All lake edge plantings shall consist of plant materials indigenous to wet or moist soil conditions.

7.2 Trees and large shrubs shall be grouped in masses that create desired views across the lake and maintain a consistent and naturalistic shoreline planting design.

## **8. Waivers**

8.1 The architectural guidelines set forth herein are intended as guidelines to which adherence shall be required by each homebuilder and homeowner in the property; provided, however, the ARC shall have the express authority to waive any requirements set forth herein if, in its professional opinion, it deems such waiver is in the best interest of the property and the deviation requested is compatible with the character of the property.