

91 26736

St. Augustine Shores

SERVICE CORPORATION, INC.

ARCHITECTURAL
CONTROL (DESIGN)
COMMITTEE
MANUAL AND
GUIDELINES



ARCHITECTURAL CONTROL COMMITTEE MANUAL

PREFACE

This manual and the requirements and guidelines contained herein have been approved and authorized by the Board of Directors of the St. Augustine Shores Service Corporation on September 7, 1987, with amendments as indicated in each paragraph. Requirements supplement those specified in the St. Augustine Shores Declaration of Restrictions, Charter, and Association By-Laws as filed in the Official Records of the County of St. Johns at various times (See Exhibit A and B). The Architectural Control Committee, appointed by the Board of Directors, is authorized to review and approve or disapprove plans for new structures, alterations, porches, fences, pools, wells and other similar structures. External or internal changes or additions which will cost in excess of \$250.00 (based on a building contractor's estimate) will require a St. Johns County Building Permit after approval is obtained from the St. Augustine Shores Service Corporation Architectural Control Committee. Other alterations such as fences, antennas and sheds under \$250.00 cost require only committee approval and a Service Corporation building permit. (9/91)

Procedures for these and other similar actions are outlined in this Manual, the St. Augustine Shores Deed Restrictions, and the Southern Standard Building Code and shall be in conformity therewith.

Revised by the Architectural Control Committee September, 1991.

John Pfeil, Chairman
James Holland
George Greskovic

William Grigat
Anna Mae Irwin

Donald Nealon
Evalyn Eckerstrom

COPY

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INTRODUCTION

The Architectural Control Committee (herewith referred to as the Committee) is established under the authority of duly recorded Deed Restrictions applying to St. Augustine Shores. The Committee Chairman is to be a Director of the St. Augustine Shores Service Corporation. Members of the Committee are appointed each year by the Board of Directors of the St. Augustine Shores Service Corporation. Committee meetings are normally held at 10 AM each Wednesday except for Holidays.

(9/91)

11/87 - 9/91

ARCHITECTURAL AUTHORITY

No building or structure shall be erected, placed or altered on any building lot in this subdivision until the building plans, specifications and plot plan showing the location of such building or structure have been approved in writing by a Committee appointed by the Board of Directors of the St. Augustine Shores Service Corporation as to conformity and harmony of design with existing structures in the subdivision. This includes, but is not limited to, structural engineering and design and the location of the building with respect to topography and finished ground elevations.

In the event that (1) the Committee is not in existence, or (2) fails to take official action with respect to approval or disapproval of any such design or designs or location within thirty (30) days, then such approval will not be required, provided that the design and location on the lot conform to and are in harmony with the existing structures on the lots in this subdivision. In any event, either with or without the approval of the Committee, the floor areas and setback requirements of the building shall conform with the requirements contained in these restrictions. All such approvals will require concurrence by the St. Johns County Planning & Zoning and Building Departments.

Requests not covered specifically by this Manual and Guidelines or not approved by the Committee must then be referred to the Board of Directors of the St. Augustine Shores Service Corporation.

REQUIREMENTS & GUIDELINESA. General

Each residence shall be not less than 1300 square feet in ground floor area, exclusive of porches, patios, garages and carports. Variances may be granted, but only in accordance with the resolution attached hereto. Applicants should be aware that approval by the Committee does not alter any easement right. Any structures built within easements are subject to removal without compensation during utility repair or construction.

B. Requirements for New Structures:

1. Contractors must appear and provide at least one working drawing including the following:

- a. Site and landscape plan (1" = 20') showing the following:
 - (I) Proposed building or buildings (to be shown on drawings), including setbacks from all property lines. A picture or architectural rendering from the front should be provided.
 - (II) Driveway shape and size.
 - (III) All sodded (front, sides, rear and swales) and landscaped areas including type, quantity and location of each on drawing, and location of trees sought to be removed. Stones or bushes (in lieu of sod) in front yards are not desirable. (9/81)
- b. Foundation plan (1/4" = 1') will show square footage of heated and air conditioned living space, exclusive of porches, patios, garages and other non-living areas. Square footage of non-living areas shall be shown separately.
- c. Floor plan (1/4" = 1')
- d. Typical exterior wall section (3/4" = 1')
- e. Four (4) exterior elevations (front elevation 1/4" = 1', others may be at 1/8" = 1')

Note:

(Working drawings are defined as the minimum required by the St. Johns Building & Zoning Department)

2. One Service Corporation application form completed and signed by owner and contractor must be provided.

3. Allow 30 days for review and approval or rejection of submitted drawings by the Committee must be allowed.

4. St. Johns County and Service Corporation Building Permit (s) must be prominently displayed at front of property and be visible from the street. No other signs may be erected without approval of the Committee.

5. When the Committee approval has been received, no changes, additions, or deletions are to be made without written approval from the Committee. Plans of proposed changes must be submitted to the Committee for their approval.

6. Certificate of occupancy will be granted by the St. Johns County Building Department.

11/87 - 9/91

1. The proposed structure must be harmonious and in keeping with the general plan for improvement of the area and with structures erected on other building sites in the immediate vicinity. Setbacks must conform to the area provided in the Deed Restrictions of each unit.
2. Structure must be a single family home with an attached two-car garage.
3. Exteriors of all structures shall consist of wood, brick, stone and/or stucco.
4. Any exposed block must be covered with stucco and painted. All wood surfaces must be painted with a solid body acrylic latex stain or paint.
5. Roofs should be asphalt, fiberglass, wood shake shingle or Spanish type tile. Skylights, wind turbines, and solar panels are acceptable. Roof pitch of 4/12 as a minimum must be maintained.
6. Elevations of structures should not have less than two nor more than three treatments, i.e. wood, brick, stone or stucco. Doors, windows and garage doors are not considered as treatments. No brick, or stone veneer of any kind is permitted. (5-11-87)
7. All structures must have: (1) a level, concrete sidewalk, 4' wide parallel to the street, in front of the property from side property line to side property line; (2) a level (from side to side) and ground contour conforming concrete walkway; (3) and a concrete driveway pitched from garage, leveled at sidewalk, and thence pitched to street, allowing for smooth swale runoff, and conforming to St. Johns County specifications.
8. All swales and lots (front, sides & rear) must be sodded. In-ground sprinkler systems are permitted on lots. Wells are encouraged but must have a permit issued by the St. Johns County Health Department.
9. Pools should be located within all setback restrictions and must be surrounded by enclosure.
10. Temporary portable toilets used during construction should be placed on the rear portion of the lot behind the home being constructed.
11. To preserve the beauty of the environment, trees not prohibiting construction should be preserved. Trees and Land Clearing must conform with St. Johns County Ordinance 90-11. Trees or shrubbery will not be planted on swales. (9/91)
12. Termite protection is to be provided under the foundations for homes, pools, decks or patios. If a foundation is to be used for a Florida Room with windows of glass, footings and roof supports approved by the Southern Standard Building Code are required. (9/91)

11/87 - 9/91

SETBACK REQUIREMENTS

Setback requirements as indicated in the Deed Restrictions for each Unit are as follows:

Unit	Front	Side	Rear	Corner
1.	25	6	15	15
2.	25	6	15	20
3.	25	6	15	15
4.	25	8	15	20
5.	25	8	10	20
6.	25	8	10	20
7.	25	8	10	20
8.	25	8	10	20

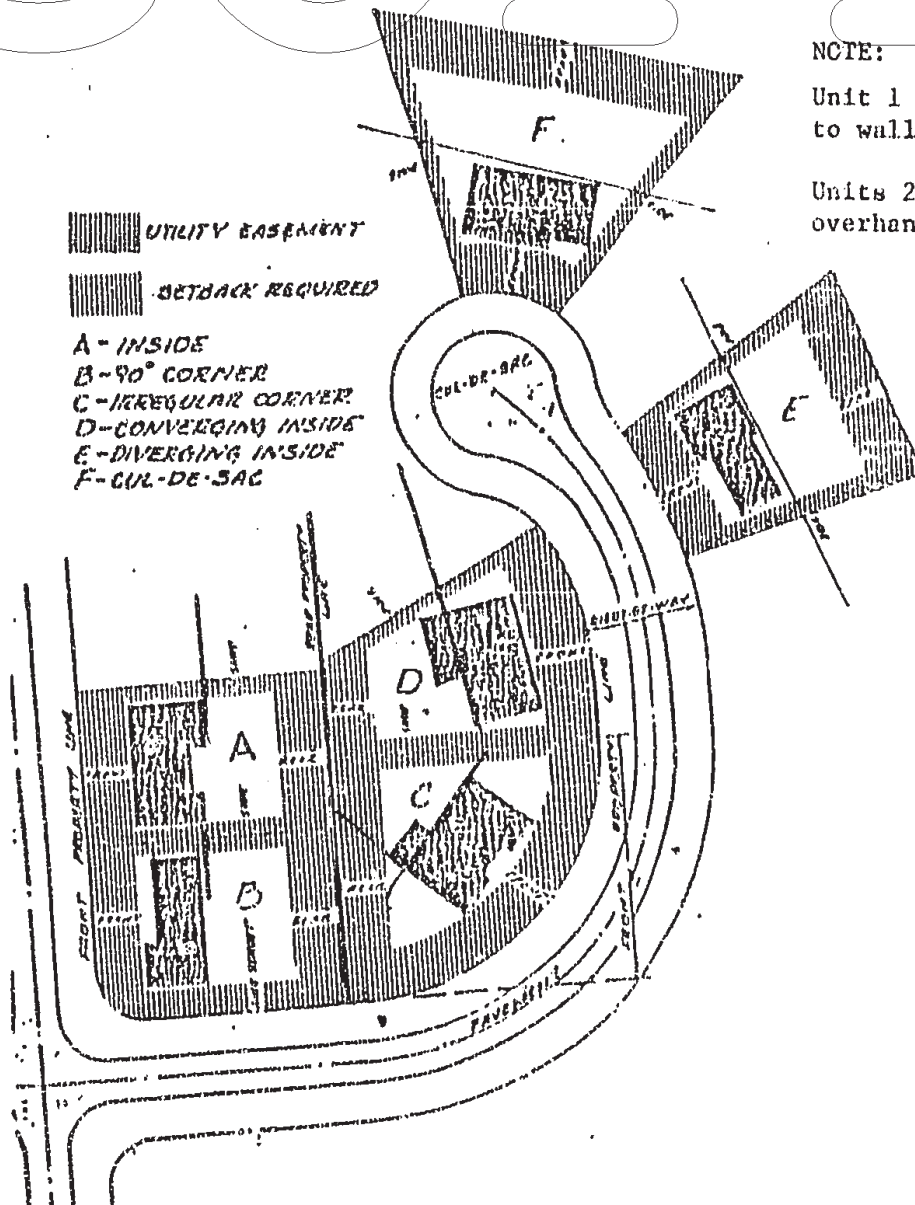
NOTE:

Unit 1 Setbacks measured to wall.

Units 2-8 measured to overhang/eave

UTILITY EASEMENT
SETBACK REQUIRED

A - INSIDE
B - 90° CORNER
C - IRREGULAR CORNER
D - CONVERGING INSIDE
E - DIVERGING INSIDE
F - CUL-DE-SAC



11/27-9/91

HOUSE PLANS

The Committee will review and approve (or disapprove) the Application to build the first model of any house. A picture or architectural rendering showing the building from the front is to be provided. The applicant may obtain on-site approval of subsequent applications for the same model, provided the following criteria are met.

1. The contractor must appear and identify his model by name or number and location where prior approved structure was built. An address providing owners name and address etc. is required. (9/91)
2. The subsequent unit may not be adjacent to a like model with the same front elevation. All elevations must have a previous approval of the Committee.
3. The Contractor must avoid repetition of exterior colors with those of adjacent houses.
4. A site plan is to be provided to assure compliance with setback requirements.
5. A description of the block and lot number and the street address and names of the owners (if available) is to be provided. (9/91)
6. The Contractor need not submit complete plans with application for approval of subsequent units (except where a variance is granted) of a model previously approved unless required by the County or there are design changes of any kind. The Committee will retain the set of plans originally approved and require only a site plan with the application form. Changes to elevations of previously authorized models must be approved by the Committee.

FLORIDA ROOMS AND PORCHES

Florida Rooms and Porches (and enclosed screen porches or porch additions) may be approved by the Committee if they meet the following criteria:

1. The requirements of the Southern Standard Building Code.
2. Minimum height: 8' from floor to bottom of rafter or bottom of structural supporting beams. 50 % of room must be over 7' high (8/91)
3. Materials: 4" reinforced concrete floor, exposed or terrazzo finished, with 12" ball footing, containing two #5 rods continuous, or equivalent. Footings as specified by St. Johns County Building Codes are required. If a Florida room with glass windows is to be built or a patio is converted to a Florida room, it must have a footing.

4. Roof Style

House Roof StyleFlorida Room or Porch Roof Style

	<u>Flat</u>	<u>Slope</u>	<u>Gable</u>	<u>Hip</u>
Gable	yes	yes	yes	no*
Hip	yes	yes	no*	yes

* May be approved under certain circumstances

5. Roof Color and Material: Must be in harmony with house
6. Access: Access to house through at least one doorway and have an exterior doorway. Doorway locations to be shown on plot plan. (9/91)
7. Setbacks: Set back to front, rear and side must conform to area setback limitations. (9/91)

STORAGE SHEDS

O.R. 911 PG 0670

Storage sheds may be approved by the Committee for erection, construction and installation if the following criteria are met:

1. A copy of catalog "cuts" (with statement that the shed meets the criteria of the Southern Standard Building Code regarding design wind-load and material specifications) must be attached to the application.

2. Shed must be permanently attached to a poured concrete slab or a foundation on four corners, which meets the Southern Standard Building Code. It is recommended that the area under shed be sprayed for termites. (9/81)

3. The ground area covered must be limited to a maximum of one hundred (100) square feet.

4. The height of the structure from ground level to peak may not exceed nine feet, zero inches (9'0") nor extend above the fascia of the house.

5. Color must be white or in harmony with house color.

6. The location must be to the rear of the house and shown on a Plot Plan and meet setback limitations of a minimum of 3 feet from sideline and 3 feet from rear lot line. In no event may it be not less than 10' from the residence. Any other exceptions must be approved by the Committee. (9/81)

7. Note: Movement of sheds located over underground electrical or other utility installations, will be at owner's expense when utility repairs are required. (9/81)

11/87 - 9/81

FENCES

O. R. 911 PG

0671

Fences may be approved for construction by the Committee if they meet the following criteria:

1. Lot survey stakes are clearly located to establish lot lines.
2. Fences must be erected with fence as near to inside property line as feasible. Finished side of wood fence shall face outward. (11/30/88)
3. Fences may extend from the real property line but not forward of a line parallel and adjacent to rear line of the house (excluding porches or Florida rooms.)
4. If fence encloses yard, a minimum of one gate must be provided.
5. Maximum height of fence may be six feet.
6. Fence may be constructed of any of the following:
 - (a) Chain Link
 - (b) Wood (vertical) or horizontal, of unpainted material
 - (c) Masonry
7. Masonry Fences shall be constructed in accordance with Southern Standard Building Code and located so that by zoning regulations such fence could not be used as a wall of a building and shall be constructed as follows:
 - a. Fences of not more than five feet in height shall be eight inches thick and shall not be required to have tie columns but shall be required to have a coping; or such fences may be four inches thick with tie columns and coping not less than eight inches thick.
 - b. Fences exceeding five feet in height (but not exceeding six feet) shall be not less than eight inches thick, shall have tie columns as required for exterior walls and shall have a coping.
 - c. One gate or a removable panel must be installed.
 - d. Color must be in harmony with the color of the house.

11/87 - 9/91

SWIMMING POOLS

Approval of the Committee is required for all swimming pools above or below ground. Approval will be granted provided the following criteria are met:

1. All pools must meet Southern Standard Building Code requirements.
2. Location of pool (including decking) must be within setback lines established by Deed Restrictions for each unit.
3. Excavation must avoid endangering foundation of house. Edge of pool from building (excluding decking) must be no less than the depth of the pool at the point closest to the house. Depth is determined by the angle of repose (minimum of the depth nearest structure). Termite protection should be provided under pool and decking. (9/91)
4. Enclosure around pool and decking must be a minimum of 4' high with at least one exterior entrance which is self latching.
5. Above-ground pools must follow all set back requirements and have an enclosure and a removable ladder for entry and exit. (9/91)

Note:

6. Screening around and over pool and connected to house is suggested.

11/87 - 9/91

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WELLS

No individual well will be permitted on any lot or tract except for irrigation, sprinkler systems, swimming pools or air conditioning.

1. Well will not be used for drinking water, dishes or laundry washing.

2. Well will not be within easement lines of lot.

3. Well will not be drilled so close to house that undermining could become a potential problem.

4. St. Johns County Health Department permit is mandatory prior to drilling. It is to be obtained by the well driller. (9/91)

11/87 - 9/91

COPY

COMMUNICATION SATELLITE, TV DISHES, OR ANTENNAS

Satellite, TV Dishes or Antennas to be installed must meet the following criteria:

1. Installation of a TV Dish or a communication antenna on any roof is prohibited.
2. Installation of a TV Dish or a communication antenna is prohibited in front yards, side yards, and in areas that are deemed to be inappropriate. When installed at ground level, it must be suitably landscaped.
3. Height of a TV Dish or a Antenna shall be as approved by the committee and may not exceed more than 10' above the peak of the house.
4. A TV Dish or a antenna must be certified to withstand wind velocities of 100 mph or more.

EXHIBIT A

ST. AUGUSTINE SHORES SERVICE CORPORATION, INC.,
A Florida Corporation Not-For-Profit

RESOLUTION OF THE BOARD OF DIRECTORS ADOPTING THE
ARCHITECTURAL CONTROL (DESIGN) COMMITTEE MANUAL AND GUIDELINES
FOR
ST. AUGUSTINE SHORES SUBDIVISION

WHEREAS, the ARCHITECTURAL CONTROL (DESIGN) COMMITTEE of ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., which approves, or disapproves, plans for residences, additions thereto, add-ons, accessories, pools, fences, hedges, and any other structures which shall be erected, placed, constructed, altered, or maintained upon any portion of ST. AUGUSTINE SHORES SUBDIVISION in St. Johns County, Florida, has adopted and proposed to the Board of Directors a manual and guidelines, a copy of which is attached hereto as an Exhibit, and

WHEREAS, on the 10th day of September, 1987 the Board of Directors of ST. AUGUSTINE SHORES SERVICE CORPORATION, INC. has approved and adopted said architectural committee manual and guidelines,

NOW THEREFORE the undersigned certifies that the attached copy of the Architectural Control (Design) Committee Manual and Guide-Lines is a true and correct copy of said manual as adopted

O.R. 787 PG 1406

O.R. 911 PG 0676

by the Board of Directors of ST. AUGUSTINE SHORES SERVICE CORPORATION, INC. on the day and year first above stated.

COPY

ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., a Florida corporation Not-For-Profit

BY: William R. Lubben
Its President

(AFFIX CORPORATE SEAL)

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgements, personally appeared, WILLIAM R. LUBBEN, to me well known to be the President of the ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., a Florida corporation Not-For-Profit, and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed, and that said Resolution is a true copy.

WITNESS my hand and official seal in the County and State last aforesaid this 13th day of November, 1987.

Lois M. Cameron
Notary Public
State of Florida at Large
My commission expires:

NOTARY PUBLIC, STATE OF FLORIDA
My Commission Expires May 27, 1989

EXHIBIT B

ST. AUGUSTINE SHORES SUBDIVISION
St. Johns County, FloridaNOTICE OF RESOLUTION OF SQUARE FOOTAGE
REQUIREMENTS FOR RESIDENTIAL STRUCTURES

WHEREAS, pursuant to Deed Restrictions, the ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., a Florida corporation Not-For-Profit, is charged with the duty of approving, or disapproving, the plans for residences, additions thereto, add-ons, accessories, pools, fences, hedges, or any other structures which shall be erected, placed, constructed, altered, or maintained upon any portion of ST. AUGUSTINE SHORES SUBDIVISION, and

WHEREAS, said Restrictions require that:

"The approval of said plans and specifications may be withheld, not only because of their noncompliance with any of the specific Restrictions contained (in applicable Deed Restrictions), but also by reason of the reasonable dissatisfaction of the Committee or its agent with the grading plan, location of the structure on the building site, the engineering, color scheme, finish, design, proportions, architecture, shape, height, style or appropriateness of the proposed structure or altered structure, the materials used therein, the kind, pitch or type of roof proposed to be placed thereon, or because of reasonable dissatisfaction (of the Architectural Design Committee) with any or all other matters or things which, in the reasonable judgment of the Committee or its agent, would render the proposed structure inharmonious or out-of-keeping with the general plan of improvements of the Subdivision or with the structures erected on other building sites in the immediate vicinity of the building site on which said structure is proposed to be erected."

WHEREAS, the Architectural Design Committee of ST. AUGUSTINE SHORES SERVICE CORPORATION deems minimum square footage of residential structures a reasonable and measurable feature of structures relative to location of the structure on the building site, design, proportions, architecture, shape, height, and style, which may, if inappropriate, render the proposed structure inharmonious or out-of-keeping with the general plan of improvement of the Subdivision and with the structures erected on other building sites in the immediate vicinity of the building site on which the proposed structure is to be erected, and,

COPY

WHEREAS, the Resolution above concerns certain restrictions upon the use of land in ST. AUGUSTINE SHORES SUBDIVISION as found at:

OFFICIAL RECORDS BOOK 188, PAGE 252, et seq.; Unit 1, D/R
 OFFICIAL RECORDS BOOK 267, PAGE 61, et seq.; Fairview, D/R (Unit 2)
 OFFICIAL RECORDS BOOK 287, PAGE 408, et seq.; Unit 3, D/R
 OFFICIAL RECORDS BOOK 281, PAGE 460, et seq.; Unit 3, D/R
 OFFICIAL RECORDS BOOK 386, PAGE 635, et seq.; Unit 4, D/R
 OFFICIAL RECORDS BOOK 448, PAGE 622, et seq.; Unit 2, D/R
 OFFICIAL RECORDS BOOK 462, PAGE 739, et seq.; Unit 5, D/R
 OFFICIAL RECORDS BOOK 482, PAGE 194, et seq.; Unit 6, D/R
 OFFICIAL RECORDS BOOK 775, PAGE 1247, et seq.; Unit 8, D/R
 OFFICIAL RECORDS BOOK 787, PAGE 421, et seq.; Unit 7, D/R

all of the public records of St. Johns County, Florida as may have in the past and in the future be amended from time to time and further to all other Units and properties for which Deed Restrictions are implemented concerning ST. AUGUSTINE SHORES SUBDIVISION in the past and in the future, and

WHEREAS, the Board of Directors of ST. AUGUSTINE SHORES SERVICE CORPORATION approves said recommendations of the Architectural Control Committee.

NOW, THEREFORE BE IT RESOLVED:

1. That no plans, nor specifications, for residences, additions thereto, add-ons, accessories, nor any other such structures shall be approved unless the residence shall have a ground floor area of not less than one thousand, three hundred (1,300) square feet. For purposes of computing the square feet, "ground floor area" measurements shall not include porches, patios, garages, and carports.

2. A residence of less than one thousand, three hundred (1,300) square feet, as computed above, may be approved by variance, granted by the Architectural Design Committee, provided that the applicant first submits proof that the structure sought to be approved is not less in ground floor area square footage than the average ground floor area square footage of all residences, exclusive of porches, patios, garages, and carports, found to be within, fully and/or partially, an area two hundred (200) feet in width measured from each boundary of the lot upon which the proposed structure is to be situated. Each vacant lot within such two hundred (200) feet area shall be deemed to include a one thousand, three hundred (1,300) square foot residence.

3. In petitioning for the variance stated above, the burden shall be upon the applicant to present, by certified measurements, the ground floor area square footage of each residence, exclusive of porches, patios, garages, and carports, located within such area two hundred (200) feet wide adjacent to each boundary.

4. "Certified measurements" as used above, means certificate of an Architect or Engineer, licensed to practice in the State of Florida, or statement under oath of a building contractor licensed under the laws of the State of Florida. Said certificate shall state the street address of each structure's ground floor area square footage, exclusive of porches, patios, garages, and carports, the mathematical calculation of the average square footage, and include an appended map, not necessarily to scale, showing all structures and vacant lots within said two hundred (200) feet adjacent to each boundary of the property upon which the structure is sought to be located.

5. In no event shall a variance be approved for square footage which is less than that prescribed for the affected Unit in ST. AUGUSTINE SHORES SUBDIVISION by Declarations of Restrictions properly recorded.

11/87

AMENDMENTS AND MINOR REVISIONS since September 10, 1987 were adopted by a duly called meeting of the Board of Directors of the ST. AUGUSTINE SHORES SERVICE CORPORATION on the 30th. day of September, 1991.

COPY

ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., a Florida corporation Not-For-Profit

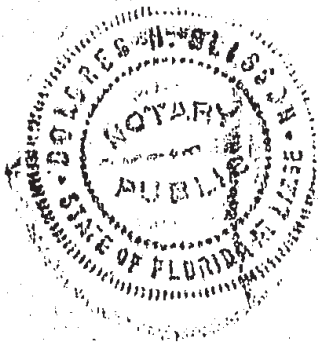
BY:

Raymond J. Hill
Raymond J. Hill
Its President
(AFFIX CORPORATE SEAL)

STATE OF FLORIDA
COUNTY OF ST JOHNS

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgements, personally appeared, RAYMOND J. HILL, to me well known to be the President of the ST. AUGUSTINE SHORES SERVICE CORPORATION, INC., a Florida corporation Not-For-Profit, and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed, and that said Resolution is a true copy.

WITNESS my hand and official seal in the County and State last aforesaid this 30th day of September, 1991.



Dolores H. Ellison

Notary Public
State of Florida at Large
My commission expires:

STATE OF FLORIDA
MY COMMISSION EXPIRES 4-9-95

FILED AND RECORDED IN
PUBLIC RECORDS OF
ST. JOHNS COUNTY, FLA

91 OCT 10 PM 12:38

Paul "Bud" Munk
CLERK OF CIRCUIT COURT

11/87-9/91