

HARBOURSIDE

ARCHITECTURAL REVIEW GUIDELINES





**HARBOURSIDE
ARCHITECTURAL REVIEW GUIDELINES (ARG)
TABLE OF CONTENTS**

This Table of Contents is divided into two sections. Section I – *Harbourside Design Recommendations* details suggestions from Don Cooper of the award winning design firm of Cooper Johnson Smith Architects and Town Planners (CJS). CJS’s recommendations draw inspiration from the architectural traditions of the Caribbean region which includes the West Indies and Spanish Colonial residence styles required for Harbourside. They have also allowed for the flexibility in those designs to reflect the influences of Spanish, English, French and Dutch building styles. Section I only includes recommendations for the building design and construction which may or may not be a design or construction requirement. Section II – *Harbourside Design Requirements* details the actual design and construction requirements to be adhered to in every residence built in Harbourside. In order to maintain CJS’s overall concept for the Harbourside neighborhood, the inclusion of the some CJS recommendations is encouraged and will be heavily weighed during the approval process. All CJS recommendations that were incorporated in the plan should be noted in the application.

**SECTION I
HARBOURSIDE DESIGN RECOMMENDATIONS
Cooper Johnson Smith Architects**

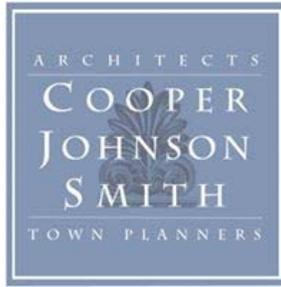
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SECTION I

HARBOURSIDE DESIGN RECOMMENDATIONS

Cooper Johnson Smith

1. INTRODUCTION

Harbourside draws inspiration from the architectural traditions of the Caribbean region. Colonists from Spain, England, France and the Netherlands adapted their separate building traditions and tastes to the local traditions, materials and climate in the New World, resulting in distinct but related colonial styles. At Harbourside, two primary styles come together: Spanish Colonial and British West Indies.

In both styles buildings are composed in similar ways, reflecting the fact that colonial houses were constructed over time through a series of additions of discrete building volumes. Thus, each is comprised of a number of simple volumes, usually one room wide and one or two stories tall, with formally composed elevations. A variety of outdoor spaces are associated with the structures: porches, balconies, terraces and courtyards. Materials common to both styles include stucco-covered masonry and wood, and a limited use of cut stone. Spanish Colonial also includes tile and wrought iron, but generally uses less wood than the British West Indies style. In all cases materials are used in simple ways and functional elements are often shaped into simple decorative profiles. Applied ornamental elements are used sparingly, if at all.

In the warm climate of the Caribbean and Florida, important living spaces are found both outdoors and in. As Colonial settlements grew, the buildings grew to embrace private or semi-private outdoor courtyards. This is done through the arrangement of building wings and the addition of garden walls. Often the entry to a house will be through a garden wall onto a porch or loggia rather than directly into an interior. Finally, lush tropical and subtropical plantings would fill these courtyards.

TYPICAL ELEMENTS

- Simple composition of discrete (symmetrical) building volumes
- Thick, stuccoed masonry walls
- Extensive use of balconies, loggias, colonnades, arcades
- Courtyards with lush vegetation
- Arched openings at arcades, loggias, windows and doors
- Distinctively shaped parapets and wall openings
- Massive chimneys in distinctive locations
- Tower elements at entries and corners
- Decorative treatments of woodwork, columns, cornices and walls
- Vertically proportioned windows and doors

COMPOSING THE HARBOURSIDE HOUSE

- Each house is an assembly of discrete building volumes:
- Each building volume is generally symmetrically composed
- Most are one room wide, and linear in proportion.
- Wall heights and roof types vary from one to the next, but are generally consistent within each volume. Fenestration (windows and doors), balconies, and chimneys also add variety.

- The composition of these different building volumes generally results in an overall composition that is asymmetrical.

BUILDING COMPONENTS

- Principle Structure - the most prominent and generally largest structure. It is often, but not necessarily, centered within the building.
- Wings - generally lower and longer; these typically extend around terraces to form courtyards
- Towers - either discrete structures or an articulation of a Principle Structure or wing, towers are frequently incorporated, particularly at entrances or prominent corners.
- Porches and Loggias - These linear outdoor rooms add shaded but unenclosed living space.
- Courtyard - a partially- or fully-enclosed outdoor space formed by the various structures of the house and garden walls
- Roof types - each volume has its own roof type; gable, hip, or flat with a parapet. Porches and balconies may have shed roofs. Pergolas are occasionally employed over terraces, balconies or along garden walls, and they often support climbing vines.
- Garden walls - may be low or tall, and typically include gates and sometimes window openings inset with grilles. Like a building wall they are usually composed symmetrically.

2. ARCHITECTURE OF THE BRITISH WEST INDIES

English architectural tastes infuse the buildings of the West Indies with a bit more formality: a regular and symmetrical pattern of windows, doors, columns and dormers reflects the influence of the Georgian style. Wood is used extensively and in refined ways. Windows are large and attics are used as living spaces, with dormers opening to breezes and views. A defining characteristic of the British West Indies style is a clear distinction between massive masonry and the delicate wood above it.

TYPICAL ELEMENTS

- Symmetrical composition of windows, doors and building volumes
- Thick masonry walls with plain stucco
- Prominent use of wood for upper stories, porches, railings, shutters, balconies, dormers and bay windows.
- Steeply-pitched hipped and parapet-gabled roof
- Extensive use of porches and balconies
- Depressed or segmented arches at arcades, windows and doors
- Distinctively shaped parapets at gables
- Chimneys internal to structure or at gable ends
- Tower elements at entries and corners
- Larger windows and doors, often including transoms and sidelights.

MATERIALS

Masonry is the exclusive material for first story walls, and sometimes second story walls, as well. It is thick and almost invariably has a stucco finish. In Harbourside, stucco should be white in color.

Cut stone is used sparingly, if at all, for window sills and lintels, brackets or columns. Note: Dry-stacked stone and flagstone are not used. Window openings should NOT be framed out in stone (or faux stone) profiles.

Wood is used for framing, siding and porches on second stories; roof structure (including dormers, where used), porch beams, balconies, windows, shutters, doors, grilles and roof shingles. Wood members are slightly larger in cross section (i.e. heavy timber) than that found in modern wood frame construction.

Metal or Flat tile roofs are used. Flat tile, wood shake and metal roofs are typical.

MASSING

Principle Structure - the most prominent and generally largest structure. It is typically centered within the building.

Wings - generally lower and longer; these typically extend along terraces to form courtyards

Towers - often extensions of the second story or roof, rather than stand-alone elements, and usually built of wood

Porches are often two-story but roof terraces, loggias and galleries (which are set into the building) are not used.

Courtyard - a partially- or fully-enclosed outdoor space formed by the various structures of the house and garden walls

Roof types -

Hip, half-hip, or gables framed into parapet walls.

Half-stories with dormers and balconies built into the roof are common.

Pergolas supporting climbing vines may be used over porches, terraces or along garden walls.
Garden walls - are typically low and include gates of simple wrought iron or wood
Windows & doors

Placement is regular and symmetrical

Openings are larger and more closely spaced, with a lower proportion of solid wall area.

FOUNDATION & WALLS

- 10" to 30" thick.
- Deep, simple recesses for entryways, windows and doors.
- Stucco extends to ground uninterrupted. A stucco water table is sometimes included at the base of the wall.
- Reflecting a Dutch influence, masonry parapet gable walls are often used. These generally include a decorative profile.
- Second story walls are frequently frame with smooth clapboard siding.

FLOORS & TERRACES

Brick, tile, concrete or pebbles set into grout. Often patterned using a combination of these materials. Second story floors are wood.

COLUMNS

Round columns supporting masonry walls or arcades are concrete or cut stone. If supporting wood beams columns may be made of wood. Wood porch or balcony roofs may be carried on turned or chamfered wood posts.

PIERS

- Rectangular piers of masonry support wood beams or masonry arcades.
- Note: when arches are used above piers, the spring line is always expressed with a band or capital.
- Masonry or stone piers are also used as pedestals for columns.

ROOFS

- Roof pitches are between 7:12 and 10:12. Porch, balcony, dormer and tower roofs may have pitches as low as 3:12.
- Most roofs are hipped, but some are gabled, with the gable framed into a masonry parapet.
- If the wall immediately below the roof is wood frame with siding, the roof should be wood shake or metal.
- If the wall immediately below the roof is masonry, the roof may be either wood shake or flat clay tile.

EAVES

With wood shake or metal roof

- 24" - 36" with exposed rafter tails and thin eaves. These may include a pitch break at the overhang so that the eave is at a lower pitch (min. 3:12) than the rest of the roof.
- Rafter tails may be cut with decorative profiles

With flat clay tile roof (only permitted on masonry walls)

- Large-section wood rafters cut into decorative profiles, overhanging up to 30 inches.
- Gable ends frame into masonry parapets.
- Pitch breaks are not used with tile roofs.

CHIMNEYS

- In the English tradition, chimneys are commonly centered within buildings or at a gable end.
- Capped with clay chimney pots, stone or arched chimney caps
- In Bermudian architecture (which is considered part of the British West Indies style) chimneys are large sculptural elements projecting from exterior walls, usually a gable.

PORCHES, BREEZEWAYS, PORTE COCHERES & CARPORTS

- Porches project from the main mass of a building and are often two-story.
- Breezeways, while less common, are open on two sides, and connect two buildings.

- The external face(s) of these spaces may be lined with a colonnade or occasionally an arcade on the first floor only.
- Railings are made of wood.
- Porte Cocheres and carports are detailed like porches but large enough to shelter a single vehicle and a door to the house.

BALCONIES

- Balconies project from the wall of an upper story and include supporting wood brackets, and wood posts supporting a roof. They have a wood floor and railing.
- Balcony roofs may be an extension of the main roof or may be attached to the wall.

TERRACES

- Terraces occur at ground level, slightly above grade. Roof terraces are not used.
- Pavements include brick, tile, and pebbles set into grout. Often patterned using a combination of these materials.
- Terrace edges may be enclosed with a low masonry wall.

PARAPETS & GARDEN WALLS

- Uncapped or capped with stucco band or cut stone.
- Volutes and other transition profiles are often employed at changes in wall height, or where a parapet or garden wall meets a building wall.
- Gates in garden walls are made of simple wrought iron or wood.

DOORS & WINDOWS

- Entry doors typically are wood French doors with divided lites in vertical proportions. They may have depressed or segmented arch tops.
- Other doors (e.g. at balconies and opening into courtyards) are typically French doors with divided lites in vertical proportions. Double doors, transoms and side lites are common. Arches are depressed or segmented arches.
- Windows are wood single or double hung with divided lites in vertical proportions. Wood casement windows with vertically-proportioned divided lites are also used.
- In masonry wall window and door openings, the stucco of the jamb wraps into the edges of the opening and dies into the window or door frame. Openings in masonry walls should not be cased with wood or stone, although stone sills or lintels may be used.
- In wood walls, windows are cased simply, with distinct sill, jamb and header.
- Bay windows are used occasionally. They are detailed similarly to balconies (see below), often supported by brackets and enclosed with casement windows and wood panels. They are typically rectangular in plan and appear on upper stories.
- Garage doors (which mimic carriage doors from Colonial times) are typically made of wood planks, sometimes with small windows near the top. Depressed or segmented arch tops are sometimes used.

SHUTTERS

- Shutters on windows and doors are very common and are typically louvered, but may be vertical wood plank or panelled. All shutters should be sized and located to fit their opening and equipped with hardware, even if inoperable.
- Fixed or operable louvered shutters are also used between porch posts to create privacy while allowing ventilation on upper porches

LIGHT FIXTURES

- Introduced to Colonial buildings much later, decorative light fixtures are rare, and most common at entries and under porches, loggias, etc.
- Fixtures may be wrought iron and glass, with either candle- or gas-type (upward) rather than electric (downward) light sources. Alternately, fixtures may be other types of metal, with downward- or upward light sources.
- Coach lights, sconces and chandeliers are the most common fixture types.

GARDENS

- Plants help form the floors, walls and ceilings of gardens in a soft and living counterpoint to the building itself. They are often deployed in an “architectural” fashion; providing shade, privacy, enclosure, rhythm, etc.
- Potted shrubs or flowers may flank entries or columns on a loggia
- Espaliers and climbing vines on trellises line garden walls
- Bougainvillea and grape vines climb over pergolas and garden walls, providing shade, color and fruit
- Tropical fruit trees are common, with smaller varieties sometimes planted in large pots.
- Groundcover and turf grass are commonly included in garden design
- Raised planting beds with masonry seat-walls and potted plants help create spatial definition in the garden
- Columnar trees like Italian cypress and palms planted in lines help define space and add verticality

3. SPANISH COLONIAL ARCHITECTURE

Spanish Colonial architecture has an unmistakable Mediterranean heritage with influences from Moorish, Italian and Baroque styles. Buildings are a collection of simple volumes with a variety of outdoor spaces - balconies, porches, loggias, galleries, terraces - attached or integrated into the structure. Over time occupants would expand the buildings to enclose outdoor gardens with the addition of discrete building masses: principle structure, wings, loggias, towers, porches and garden walls. The Spanish Colonial building is often an asymmetrical composition of various building forms and well-defined outdoor spaces. It is constructed of simple materials employed expressively and complemented by lush vegetation to create beautiful and practical living spaces.

TYPICAL ELEMENTS

- Primarily asymmetrical composition of discrete building volumes
- Thick masonry walls with stucco and decorative details
- Low-pitched (3:12 - 6:12) flat clay tile roofs
- Extensive use of balconies, loggias, colonnades, arcades
- Half-round arches at arcades, windows and doors
- Distinctively shaped parapets
- Heavy chimneys in distinctive locations
- Tower elements at entries and corners
- Ornamentation at columns, cornices and door surrounds
- Vertically proportioned windows and doors

MATERIALS

- *Masonry* is the exclusive material for walls. It is thick and almost invariably has a stucco finish.
- *Cut stone* is used sparingly, if at all, for window sills and lintels, brackets, corbels, parapet caps or columns. Dry-stacked stone and flagstone are not used. Note: window openings should NOT be framed out in stone (or faux stone) profiles, particularly when surface applied.
- *Wood* is used for roof structure (including exposed rafter tails), beams, balconies, windows, shutters, doors, grilles. Colonial-era woodworking is fairly crude and wood members are larger in cross section (i.e. heavy timber) than that found in wood frame architecture. Most wood is stained dark colors, and sometimes decorated with stencil work.
- *Wrought iron* is common for grilles and railings. Spanish Colonial metalwork is typically plain.
- *Tile* - Terra cotta and concrete tile, often with colorful designs, are common accents in floors, walls (interior and exterior) and ceilings. The use of colorful Spanish tile on stair risers (with plain terracotta treads) is unique to this style of architecture.
- *Plaster* ornament is occasionally used in limited amounts on exterior walls in the form of scrolls, volutes, medallions or finials.
- Note: Although applied ornament is limited, essential elements like rafter tails, wall transitions, parapets, columns, railings and grilles are frequently carved into decorative shapes, reflecting the Baroque influence during the Spanish Colonial period.

MASSING

- Window placement is formal and regular but less rigidly symmetrical.
- Windows and door openings are smaller “punched” openings, with a higher proportion of solid wall area.

- Porches, balconies, roof terraces, loggias and galleries (which are set into the building) are common.

Major Building Components

- *Principle Structure* - the most prominent and generally largest structure. It is often, but not necessarily, centered within the building.
- *Wings* - generally lower and longer; these typically extend around terraces to form courtyards
- *Towers* - either discrete structures or an articulation of a Principle Structure or wing, towers are frequently incorporated at entrances or prominent corners, extending to the ground
- *Courtyard* - a partially or fully-enclosed outdoor space formed by the various structures of the house and garden walls
- *Roof types* - each volume has its own roof type; gable, hip, or flat with a parapet. Porches and balconies may have shed roofs. Pergolas supporting climbing vines are occasionally employed over terraces, balconies or along garden walls.
- *Garden walls* - may be low or tall, and typically include gates and sometimes window openings inset with grilles of tile, wrought iron or carved wood.
- *Fountains* are common in Spanish Colonial courtyards, either freestanding or built into a wall.

FOUNDATION & WALLS

- Often 24" to 30" thick.
- Deep recesses for windows, doors and niches (interior and exterior).
- Stucco extends to ground uninterrupted.

FLOORS & TERRACES

Brick, tile, pebbles set into grout. Often patterned using a combination of these materials.

COLUMNS

Round columns supporting masonry walls or arcades are concrete or cut stone. If supporting wood beams columns may be made of wood. Wood balcony roofs may be carried on turned or chamfered wood posts.

PIERS

Rectangular piers of masonry support wood beams or masonry arcades. Note: when arches are used above piers, the spring line is always expressed with a band or capital.

ROOF MATERIALS

Clay tile - barrel, flat or combination. Note: avoid high contrast variegated colored tile

EAVES

- Exposed large-section wood rafters cut into decorative profiles
- Continuous moulded fascia with little or no overhang
- Corbel-table eave, sometimes doubled
- At gable ends the roof tile wraps over the top edge of the gable wall.

PARAPETS & GARDEN WALLS

- Uncapped or capped with stucco band, roofing tiles or stone.
- Commonly shaped into decorative profiles above prominent openings, at the center and/or at corners.
- Volutes and other transition profiles are frequently employed at changes in wall height, or where a parapet or garden wall meets a taller wall.
- Gates in garden walls are made of wrought iron or carved wood in an open design.

DOORS & WINDOWS

- Recessing the front door in a deep, shaped recess (2' - 4' deep) is common.
- Entry doors and garage doors (which mimic carriage doors from Colonial times) are generally made of wood planks with exposed wrought iron hardware, limited carving, arched tops and small high windows with divided lites or iron grilles.

- Other doors (e.g. at balconies and opening into courtyards) are typically French doors with divided lites in vertical proportions. Double doors are common; side lites are rare.
- Windows are wood single- or double-hung with divided lites in vertical proportions, and sometimes covered with wrought iron or wood grilles. Wood casement windows with vertically-proportioned divided lites are also used.
- In all openings, the stucco of the wall wraps into the edges of the opening and dies into the window frame. Openings should NOT be cased with wood or stone, although stone sills or lintels may be used.

SHUTTERS & AWNINGS

- Shutters, though rare, are typically rustic vertical wood planks held together by wood battens and/or iron hinges. Occasionally they are louvered, but with simple, large-section louvers. All shutters should be sized and located to fit their opening, even if inoperable.
- Canvas awnings with colorful stripes are often used at windows or doors which don't have a roof. The two typical styles are arch-topped (dome) or spear, depending on the shape of the opening.

CHIMNEYS

- Shapely masonry chimneys, at least 2' x 4', are commonly integrated into the facade as prominent architectural features, sometimes expanding to wrap around windows and entry doors.
- Chimney tops are typically masonry, often with small clay tile roofs or clay chimney pots.

PORCHES, LOGGIAS, GALLERIES, BREEZEWAYS, PORTE COCHERES

- Porches project from the main mass of a building whereas loggias are set into it. Galleries are loggias located on upper floors.
- Breezeways, while less common, are open on two sides, and connect two buildings.
- The external face(s) of these spaces may be lined with a colonnade or arcade, and with a balustrade, parapet or railing, as required.
- Carports and Porte Cocheres are detailed like porches but large enough to shelter a single vehicle and a door to the house.

BALCONIES

- Balconies project from the wall of an upper story and are composed of a floor carried on brackets, and supporting a rail.
- Some also have a roof or pergola, which may be supported by brackets projecting from the wall or by columns or posts carried, in turn, by the balcony floor.
- Structural materials include concrete, wrought iron or wood.
- All elements of a given balcony should be the same material.
- Balconettes (small railings which give the appearance of a balcony) and window boxes are detailed like wrought iron balconies.

TERRACES

- May occur on roofs and at ground level (slightly above grade)
- May be enclosed by a parapet, garden wall, concrete or stone balustrade in a classical style, or with a wrought iron railing. Wood railings are NOT used on terraces.
- Pavements include brick, tile, and pebbles set into grout. Often patterned using a combination of these materials.

ORNAMENT

- Though most architectural elements are crafted in decorative fashion, applied ornamental features are used sparingly and strategically.
- Ornament is added to emphasize points of entry, accentuate building hierarchy, break up large wall surfaces, and embellish an important window.
- Materials include precast concrete, carved stone, decorative plaster and colored tiles

LIGHT FIXTURES

- Artificial lighting was introduced to Spanish Colonial style only during its revival period (the 1920s), so decorative light fixtures are rare, and most common at entries and under porches, loggias, etc.

- Fixtures generally consist of wrought iron and glass, with either candle- or gas-type (upward) rather than electric (downward) light sources.
- Coach lights, sconces and chandeliers are the most common fixture types.

GRILLES

- Grilles of various types are common elements, and designed in a decorative fashion.
- Materials include wrought iron, wood (typically carved) precast concrete and, occasionally, barrel tiles laid up in a fish-scale pattern.
- Grilles are used for:
 - safety (as in a roof terrace parapet);
 - security (as on windows);
 - ventilation (attic vents) or
 - all three (as on garden wall openings)
 - Materials include wrought iron, wood (typically carved) precast concrete and, occasionally, barrel tiles laid up in a fish-scale pattern.

FOUNTAINS & SWIMMING POOLS

- Made of masonry, concrete and/or stone (not cast iron)
- Frequently decorated with hand-painted tiles
- Centered in a garden or against a wall.
- Pond may include aquatic plants and fish
- Swimming pools take their design cues from the fountains of Spanish Colonial houses.

GARDENS

Plants are an integral part of the Spanish Colonial house, forming the floors, walls and ceilings of gardens in a soft and living counterpoint to the building. They are often deployed in an "architectural" fashion; providing shade, privacy, enclosure, rhythm, etc.

- Potted shrubs may flank entries or columns on a loggia
- Flower in pots adorn wrought iron window boxes
- Espaliers and climbing vines on trellises line garden walls
- Bougainvillea and grape vines climb over pergolas and garden walls, providing shade, color and fruit
- Groundcover and turf grass are commonly included in garden design
- raised planting beds with masonry seat-walls and potted plants help create spatial definition in the garden
- columnar trees like Italian cypress and palms function like columns to help define space and add verticality

SECTION II
HARBOURSIDE DESIGN REQUIREMENTS

1. INTRODUCTION

The existence of the Architectural Review Committee (ARC) and its publication of these design Guidelines is intended for the benefit and protection of all owners who are property owners in Harbourside. These ARC Design Requirements set forth the minimum standards of design for the community in order to protect the value of all properties located therein. It is also highly recommended that all owners refer to the Cooper Johnson Smith Harbourside Design Recommendations in Section I when deciding what features to incorporate into each residence.

Under the terms of the Declaration of Covenants, Conditions and Restrictions for Harbourside, the ARC Guidelines are binding on all parties having an interest in any portion of the community, and each owner is required to comply with the requirements set forth in these ARC Guidelines. Any failure to comply with these requirements will be subject to the remedies provided in the Declaration of Covenants, Conditions and Restrictions. The Board of Directors may, from time to time, update and revise these ARC Guidelines. Please note that local codes and ordinances, providing they are more restrictive, prevail over any requirements stated in this ARC Guidelines manual. In the event of a conflict between the Guidelines and the Covenants, the Declaration of Covenants, Conditions and Restrictions shall prevail.

2. DESIGN GUIDELINES

A. ARCHITECTURAL, ENGINEERING AND SITE ELEMENTS

1. **Building/Accessory Structures Setbacks and Envelopes:** The building setbacks and envelope illustrations contained herewith represent placement of buildings, garages, decks/patios, walls and fences depending on the homesites location. No structures shall be placed in any easement. Some homesites may require variations to the illustrations due to special factors. The ARC will establish setbacks on these homesites in consultation with the builder, owner and/or architect.
2. **Finished Floor Elevations:** The minimum finished floor elevation must be at or above what has been approved by Manatee County on the recorded Master Drainage Plan and in accordance with the current applicable FEMA map whichever is greater. Houses submitted with a substantially higher finished floor will be reviewed on a case by case basis by the review committee.
3. **Building Heights:** Maximum building height of residences shall be in compliance with Manatee County codes and ordinances. Unless otherwise recorded as a deed restriction, all homesites are approved for a minimum of a single story residence.
4. **Minimum Building Setbacks:**
 - Front – 25'
 - Sides – 7.5' (subject to easements on selected lots)
 - Rear – Varies with the location of the home site. Refer to survey.
 - a. Accessory structures, pools, wells, residential equipment and pool enclosures must conform to setbacks.
 - b. Gazebos, play sets and other similar structures should conform to setbacks.
 - c. While site conditions may call for setback alterations, no construction will be allowed within the setback areas without approval of ARC.
 - d. All waterfront homesites have a rear yard that drops from the building stem wall to the water's edge. Within this rear yard is included a retention swale designed to prevent runoff from directly reaching the water. Waterfront homesites have specific rear setbacks which may exceed 30'.
5. **Minimum Square Footage:** Unless otherwise recorded as a deed restriction, each residence shall contain at least 2,800 square feet of air-conditioned space, not including the garage(s), space above any garage, screened or open porches, or breezeways.

6. **Roofs, Roof Materials and Roof Appearances:** Roof pitch for British West Indies style residences shall be between 7:12 and 10:12 with pitch breaks at 3:12. Spanish Colonial style residences shall have a roof pitch of between 3:12 and 6:12. The roofs of all residences within Harbourside shall be of compatible material to the style of the architecture of the residence. Whenever possible, vents and exhausts shall be located away from entry elevations and views from the waterfront. Copper flashings are encouraged. The following are the approved roof materials for each style residences:

British West Indies

- Concrete roof tiles
- Slate
- Metal (galvanized or aluminum) – colors, materials and profiles are subject to ARC approval
- Wood shingles – stained or natural color

Spanish Colonial

- Clay or concrete barrel style tiles – avoid high contrast variegated color tile

7. **Fascia and Soffits:** Aluminum soffits are not allowed. Wood, stucco and EFIS finishes recommended. Other high quality materials such as vinyl will be reviewed on a case by case basis.
8. **Materials, Colors and Finishes:** The approved finish is smooth steel troweled or sand finish stucco on masonry on first and second floor exterior walls. Upper floor walls and may also be wood frame and siding of cedar or Fiber cement type smooth clapboard or cedar shingles. Trim can be pressure treated wood, cedar or a smooth composite material. Fiber cement type smooth clapboard accents may also be used on the first floor. Other trim and finishes need to be approved by the ARC.

The Harbourside color palette shall be compatible, tasteful and appropriate to the architectural style of the residence. Colors painted on stucco shall be warm in tone and in the white, off-white, buff and light warm gray range. Building walls shall be one color per material used. An accent color for items such as the front door, trim and shutters may be used. No more than three colors may be used on a residence which would include a building color, a trim color and a door color. Paints for masonry application shall have a flat finish.

All exterior wood siding shall be painted or stained. Marine oil may be used as a substitute for staining.

All paint color and stain choices are subject to approval from the ARC.

9. **Windows and Doors:** Front doors should make a strong architectural statement. Wood, fiberglass or glass exterior doors are strongly recommended to equal or exceed a height of eight (8) feet. The use of double front entry doors, or doors enhanced by side and/or top window panels are strongly encouraged. Sliding doors are prohibited if able to be seen from the street.

Windows shall be casement, single or double hung aluminum, vinyl, aluminum clad, vinyl clad or composite wood.

Windows and doors should be set into masonry walls deeply. Openings in masonry shall have no surround but may have an expressed lintel and/or sill.

10. **Shutters:** Shall be wood or composite and can be plank, louvered or paneled. Shutter size should fit window openings. Rolling hurricane shutters are not allowed.
11. **Chimneys:** Chimneys play a dominant role in depicting the character desired. All exposed surfaces shall be stucco and require covered flue endings.
12. **Garages:** Garage doors must be compatible with the architectural style of the residence and must incorporate automatic garage door openers. A garage accommodating at least two cars is required with an additional single or double garage allowed on the opposite side. All garages must be side-loading unless the shape of the home site does not allow for such placement in which case an alternative placement will be reviewed and considered by the

ARC. Garages may be detached from the main residence, but must comply with all main structure side and rear yard set-backs. Courtyard entry is permitted. Carports are not allowed.

13. **Gutters:** Gutters will be reviewed and may be approved as part of the roof fascia and eave system when special attention is given to appropriate shape to the residence's architectural style, downspout locations, and overall color compatibility. Due to the large expanse of impervious surface on most homesites, an underground drainage system connecting gutters and downspouts with front yard and retention areas is strongly encouraged. This will minimize soil saturation during wet periods and enhance health of the plantings.
14. **Sidewalks:** Required sidewalks within the right of way shall be concrete meeting Manatee County requirements.
15. **Walkways:** Walkways should be unobtrusive and be of a suitable and compatible material to the architectural style of the residence and the driveway of the residence. Refer to #17 below for approved materials.
16. **Driveways:** Driveway widths should be a maximum of 12 feet within the 25 foot front yard buffer. Driveways must generally be located at least 10 feet from the side property lines; however, driveways for side-loading garages may be a minimum of 5 feet from side. Driveways crossing the right-of-way will be constructed by owner in accordance with the plans and specifications to be developed by the developer's engineer. Driveways placed underneath drip lines of trees shall require root pruning of the trees. Back outs will be permitted after review and approval by ARC. Refer to Item #17 below for approved materials.
17. **Private Walkways, Patios and Driveway Materials:** The following are recommended materials. Samples may be required for final ARC approval.
 - Stone
 - Coral/Keystone
 - Brick
 - Concrete pavers
 - Interlocking concrete or brick pavers

The following are not allowed

- Stamped, painted, stained and/or colored concrete
 - Asphalt
 - Chattahoochee or gravel set in epoxy
 - Any other material the ARC feels is not compatible
18. **Mailboxes:** A mailbox will be provided to each home site owner by the Homeowners Association. All mailboxes and their supports in Harbourside shall be in accordance with the standard mailbox and support post for the community. No other mailboxes are allowed. They shall not be painted or otherwise embellished. Numbering on mailboxes shall comply in font, size, color, and location to Harbourside standards. Homeowners shall be responsible for the replacement of mailboxes should they become damaged or unsightly.
 19. **Docks:** See 2(C) on Page 19 for Dock Requirements, Design and Construction Guidelines.
 20. **Outdoor Lighting:** Outdoor lighting is permitted for safety and security and encouraged. Decorative light standards shall be in harmony with the architectural style of the residence. Light fixtures to provide "white light" only (no colored lights will be permitted). No exterior lighting shall be permitted which, in the opinion of the ARC, creates a nuisance to the adjoining property or streetscape. Special effect or accent lighting designed by qualified lighting specialists is encouraged in moderation. All lighting must meet lighting restrictions in the Manatee County Land Development Code. For Landscape Lighting Requirements, see 2(B)(10) on Page 16.
 21. **Pools, Spas, Enclosures, Equipment and Cabanas:**
 - a. Pools and pool enclosures cannot be visible from the front of the house. Unless the residence is located on a

corner home site or the end of a street, swimming pools shall not be permitted on the street side of the residence. Pool enclosures will be reviewed by the ARC on a case-by-case basis. Framing of screen enclosures must be aluminum in a color compatible with the residence. The screen enclosure shall not exceed the height of the roof or width of the residence and must tie into the roof fascia. Access doors will be of a matching character and 8 feet in height to minimize horizontal bracing elements. Additional landscaping shall be placed in the rear of the screen enclosure equal to the height of any stem wall at the time of planting to reduce the impact of the screen enclosure to neighbors.

- b. All enclosures, including spa, hot tub and swimming pool enclosures (screened or otherwise) must be consistent with the style of the residence and match the pattern of the roof to which the enclosure is most related. Sloped portions of screen enclosures must have a pitch compatible with the pitch of the roof of the residence to which it is attached. Screens, spa, hot tub and swimming pool enclosures are to be located in a manner to limit the area enclosed to that necessary to afford privacy to outdoor activity areas and must conform to the setbacks for the principal structure. All enclosures must have decorative or structural support columns, at a minimum, which are consistent with the style and finish of the main house. Sheet metal panels are not permitted. All above ground spa units may be allowed with special review of the ARC.
 - c. No above ground swimming pools are permitted.
 - d. For pool equipment screening, see #31 on Page 13 for more information.
 - e. Pool cabanas and/or gazebos will be permitted if compatible to the architectural elements of the residence, including roof, and must be situated within the pool setbacks established. The cabana may not be a dwelling residence and must meet county zoning requirements.
22. **Privacy Walls, Railings and Fences:**
- a. Privacy walls shall not be constructed closer to the property lines than the main structure set-backs and shall stucco on masonry and in line with the color and architectural style of the main residence.
 - b. Railings surrounding swimming pools and patios shall be either wood, powder-coated aluminum, HB&G railing systems or approved equal, with top and bottom rail with pickets centered on rails.
 - c. Chain-link and perimeter yard fencing is not allowed.
23. **Porches, Decks, Verandas and Balconies:** The design theme for Harbourside is British West Indies and Spanish Colonial and in maintaining these themes we encourage the use of porches, verandas, patios and balconies to add the architectural detail and character of the residences. The creative use of decorative proportional columns, arches, corbels, etc. on the residence is strongly encouraged. Columns and handrails should be compatible with the architectural style of the residence. Balconies are encouraged to provide second story privacy and add a view of the surrounding natural vistas.
24. **Porte Cochere:** Porte Cochere are permitted, however, permanent parking underneath is not permitted.
25. **Screening:** Screening when used to enclose covered porches will be allowed if detailed as part of the architecture. Access doors will be of a matching character and 8'-0" height to minimize horizontal bracing elements. No screened rooms are permitted within view of the street.
26. **Solar Devices:** Permissible only on side or rear elevations and must be concealed. Location of solar devices must be at a site not be visible from the street or rear of the property on homesites located on the interior harbors. Solar devices cannot be unsightly to adjacent property owners.
27. **Satellite Dishes:** Location of satellite dishes must be at a site not be visible from the street or unsightly to adjacent property owners. Dishes of a smaller design, 24" in diameter are encouraged. Satellite dishes intended to be mounted off the ground should not be installed on prominent elevations. The design and location should be provided and reviewed by the ARC. No antennas of any kind are permitted.
28. **Playsets and Playground Equipment:** Playground sets and their associated locations may be approved by the ARC for homesites if the play area is 100% screened from adjacent property and the street by an approved fence or landscaping material which should have a height equal to the height of the equipment. Materials of-natural color are encouraged. All equipment must be located behind the residence. Basketball equipment, trampolines and similar items will not be approved.

29. **Fountains:** Fountains for decorative purposes may be allowed in front yards with a minimum setback of 15 feet except with ARC approval. Fountains will be required to be maintained in proper working order. Fountains attached to pools should re-circulate the pool water. If the fountain is detached from a pool filter system, a sand filter and/or water sanitizing treatment system is recommended. Underground or submersible pump systems are recommended to both reduce noise and for ease of visual screening. Fountain plans shall be prepared by an architect, civil engineer or landscape architect, and shall be submitted to the ARC.
30. **Greenhouses:** Not allowed
31. **Screening and Buffering of Equipment:** Water softeners, sprinkler controls, pool equipment, trash containers, air conditioning equipment and other similar utilitarian devices must be screened from view from roadways, adjoining property and common areas. Noise producing equipment such as air conditioners, pool equipment and generators shall be screened by a minimum 4' high by 8" thick concrete block wall. This wall shall also be screened with landscaping. Screening or buffering of other equipment such as water softeners and trash containers must be accomplished through the use of walls or landscaping that provides 100% opacity to the height of 4' minimum at the time of planting. Air conditioning units are not permitted on rooftops.
32. **Flagpoles:** All flagpoles in front or side yards must be attached to the house. One freestanding flagpole may be provided but shall be restricted to the rear yard and must meet approval by ARC.
33. **Pets and Animal Structures:** Animal secured areas including dog pens, fenced runs and other animal areas will not be permitted.
34. **Repetition of Architecture:** Repetition of building elevations on adjacent homesites or homesites across the street is prohibited. A spacing of at least two (2) homesites must be maintained before a street front elevation may be repeated.

B. LANDSCAPE DESIGN AND INSTALLATION GUIDELINES

Implementation of the landscape design guidelines will insure that the quality and experience of Harbourside carries into each home site, helping to create an appropriate landscape transition from each yard to adjacent homesites and common areas. The landscape design of each home site constitutes an integral part of the overall attractiveness of the neighborhood.

1. **Site Elements:**
 - a. **General:** In general, the landscape treatment shall compliment the community aesthetics and the preservation of the natural environment. Plans should be prepared by a Registered Landscape Architect or Florida Certified Landscape Contractor. Landscaping must be generous and address screening of all elements such as pool equipment, electric meters, air conditioning units, wells, equipment, etc. Plans submitted for review should include mature trees, shrubs and planting beds commensurate with the size and scale of the home site and residence. All landscape design (hardscape and softscape) and construction is the responsibility of the Builder on a new residence and shall be completed and installed prior to occupancy of residence.
 - b. **Consistency with Style:** Residence styles should be supported by the landscaping in a way that the layout of plants and trees supports the character of the residence. All styles should utilize random, free flowing, or naturalistic, layouts. More formal elements are recommended for areas closer and in relation to the residence; increasingly naturalistic schemes could then be developed as the street and perimeter of the designed area are reached.
2. **Landscape Criteria:** The Builder and/or Homeowner shall be required to make landscape improvements that minimally meet Manatee County Code and Community Stipulations. Additional landscaping is encouraged.

Landscape Contractors installing plants in Harbourside are required to be FCLC certified (Florida Certified Landscape Contractor), or approved equal, with current license status.

The following general parameters are provided so as to show the minimum intent of the review guidelines. These

guidelines should provide a minimum standard at the time of build-out. They do not incorporate the existing tree conditions which may be in place on homesites at Harbourside. Existing tree conditions should be utilized as a credit against these minimum guidelines in a ratio as determined by the ARC. See #3 below.

- a. Each Builder and/or Homeowner shall be required to plant a minimum number of Canopy Trees per home site (See #16 on Page 18). A Homeowner may request the Developer to consider a reduction in the amount of required Canopy Trees on a specific home site based on the size of the residence and the resulting lack of space. In the Developers sole discretion, a reduction may be granted to the Homeowner as long as the Homeowner plants a similar tree or trees elsewhere in the Community and/or provides a monetary contribution, based on the market rate for a Canopy Tree and installation costs to a Tree Fund that is to be used for planting trees within and outside the Community.
 - b. Views to the waterfront or common open areas shall not be screened from view from adjoining homesites. Any plantings must enhance views without disrupting views when plants reach mature size.
 - c. Palms may be substituted for up to thirty (30) percent of the required trees. A grouping of the three (3) approved palm trees will be the equivalent of one (1) Canopy Tree. Exceptions may be made for *Roystonea Regia*, Royal Palm and Phoenix species, i.e., *Canariensis*, *Sylvestris*, *Reclinata*, *Dactylifera* (not including *Roebelenii*). Each specimen shall count one (1) palm for one (1) Canopy Tree. Tree requirement palms must have a minimum of 10'-12' of clear trunk at planting.
 - d. Native species are encouraged throughout the development.
 - e. Minimum variety of tree species provided shall be three (3) per home site.
 - f. Street Trees will be installed throughout the Harbourside development. These will be provided by the Developer. Upon closing, the responsibility of maintenance of street trees and the turf strip between curb and property line shall be that of the Homeowner. Developer installed Street Trees do not count towards the minimum number of required Canopy Trees.
3. **Preservation of Trees and Natural Features:** The natural character of Harbourside is extremely important. Accordingly, landscape plans may need to be adjusted depending on the location of trees or other significant natural features since existing trees and natural features will receive high priority in planning and review. Existing trees shall be pruned and trimmed to enhance aesthetic appeal and future health, and any use of tree wells should be accompanied by proper drainage (under drains if required). No trees equal to or greater than 4" DBH (diameter at breast height -4' ht.) may be removed from any home site unless clearly noted on the site plan and approved by the (ARC). In addition, preservation of certain areas in their native state should be considered on every site where appropriate. Any existing native trees on site shall be preserved, if possible, but due to the required tree replacement requirements of Manatee County, may not be credited toward the homesite tree requirement.
 4. **Canopy Tree Requirements:** All trees shall be Florida #1 quality or better in accordance with Florida Grades and Standards for Nursery Plants, State of Florida, Latest Edition. Canopy trees shall be a minimum of 12' height x 5' spread x 3" caliper spaced a minimum of 25' apart and no closer than 15' from any structure 4' or higher.
 5. **Plant Requirements:** All plant material shall be Florida #1 quality or better in accordance with Grades and Standards for Nursery Plants, State of Florida, Latest Edition. All tree and shrub sizes shall meet minimum requirements of Manatee County.
 6. **Mulch Requirements:** All mulch shall be Pine Straw Mulch applied no less than 3" thick (deep).
 7. **Sodding Requirements:** No more than fifty (50) percent of the landscaped home site may be planted with sod/turf. All turf within the front and side yard areas must be *Zoysia 'Empire'*. Rear yard drainage easements as well as areas between easements and shoreline must be planted with *Bahia 'Argentine'*, as they may not be irrigated or fertilized. Additionally, those areas which are to be preserved in the native state, landscaped with trees or plants, covered with decks/ structures and wetland/ wetland setback areas are to be mulched. No stone, gravel or paving of any type may be used as a substitute for sod in a lawn without the special written consent of the ARC.
 8. **Berm Requirements:** Where berming is designed into the project a contour plan shall be submitted to ARC for review and approval at the Architectural Schematic Submittal stage.

- a. Berms shall in no circumstance exceed 30" height or 3:1 slope.
- b. Berms shall not be permitted to alter master drainage patterns and no berming will be allowed within the drip line of existing trees.
- c. All berms shall be designed as gently rolling, free form ground sculpture.
- d. Swales shall be designed in accordance with Surface Water Management System criteria.

9. **Yard Design:**

- a. **Street Right of Way Requirements:** No planting by owner is allowed in the Right of Way. Developer will plant one street tree per homesite in this area. Homeowner receives no credit for this street tree. Irrigation must be provided for Right of Way area in a separate irrigation zone so that irrigation can be activated upon abandonment of Developer's Right of Way irrigation system. No hardscape is permitted within the right of way except approved driveway apron.
- b. **Front Yard Requirements:** The front yard is the area between the front property line and the front planes of the house. Front yard plantings are intended to soften and accent the architecture of the building. Required trees in front yard help to serve this purpose, while providing for desirable canopy along the streets of the neighborhood and continuity throughout the development. Plantings should accentuate entry areas, focal points and other similarly important aspects of the residence.

Additional requirements are as follows:

- i. A minimum number of Canopy Trees (See #16 on Page 18) from the approved ARC list (See #15 on Page 17) shall be planted in the front yard. Developer provided street tree does not count towards this requirement.
- ii. Corner homesites are treated as having two front yards. Canopy Trees included on corner homesites are included in the Front Yard Tree Requirement (See #16 on Page 18).
- iii. Two accent trees from the approved ARC list (See #15 on Page 17) shall be planted in the front yard(s).
- iv. Planting beds of Shrubs and Groundcover will cover approximately 40% of the front yard(s).
- v. Turf in the front yard(s) shall be Zoysia "Empire".
- c. **Side Yard Requirements:** The Side Yard is the area comprised by the sidewalls of the house and the side property lines and from the front corner of the house to the rear corner. The intent is to soften the space between two adjacent houses as well as the side facade of any residence with no adjacent house.

Additional requirements are as follows:

- i. **Side Yard Buffers:** A single side yard buffer, typically on the right side property line, is to be provided to which will soften and screen views to the adjacent buildable home site or common area. A side yard buffer shall consist of minimally (3) trees, a double row of shrubs and groundcover that extends the length of the side of the house.
- ii. Landscaping on the front corners of the residence shall screen the side elevations of the home from view of the street except where significant architectural details exist.
- iii. A combined minimum number of Canopy Trees (See #16 on Page 18) from the approved ARC list (See #15 on Page 17) shall be planted in the side and rear yards.
- iv. Plantings underneath the trees planted required trees, arranged in islands, are encouraged.
- v. Plantings shall not negatively impact drainage swales, which may be located between properties. Drainage easements are to be planted with sod to a minimum of 3' from the property line.
- vi. Views from adjacent properties shall be respected to share common vistas.
- vii. Turf in side yards shall be Zoysia "Empire".
- d. **Rear Yard Requirements:** The Rear Yard is the area comprised by the rear property line of a home site and the rear plan of the walls of the residence. A combined minimum number of Canopy Trees (See #16 on Page 18) from the approved ARC list (See #15 on Page 17) shall be planted in the side and rear yards. Homesites fall into one of three categories; homesites on harbors, homesites on the river or homesites on preserves. The materials and landscape treatment for the rear yards should be more native and naturalistic in character, in order to establish a naturalized/green space area along the waterways and preserve areas. The intent is to create a unifying theme along the water bodies.

Additional requirements are as follows:

- i. Plantings shall not negatively impact drainage swales which may be located between properties.

- ii. Homesites on Harbor: These waterfront homesites are described as homesites along the harbor, that is, they are on the water but without a 30' preserve buffer along the river's edge. These homesites typically have a rear yard that drops from the building stem wall into a drainage retention swale, then rise back up to a berm peak and finally fall to the water's edge. This includes approximately 54' of rear yard, from building setback to water's edge. The retention swale is designed to prevent run off from directly reaching the water. No planting will be permitted in the area within the swale area, between top of berm on each side. Only Bahia turf is permitted in this zone. The area between the top of berm of swale on water side and the water's edge must be planted with the following:
 - A minimum of 3 Sabal/Cabbage Palms (10'-12' C.T. Min.) shall be provided in the rear yard. Any of these palms planted by the Developer shall count towards this requirement.
 - A minimum of 20 Saltwater Cordgrass (1 Gal.) or Dwarf Fakahatchee Grass (1 Gal.) shall be provided in the rear yard. Any of these grasses planted by the Developer shall count towards this requirement.
 - A minimum of 6 Red Mangrove (3 Gal.) per 100 LF, planted at 8'-12' spacing, shall be provided along the harbor bank, planted in loosely linear groupings between the sod edge and water's edge (tidal area). Existing mangroves shall count towards this requirement.
 - All rear-facing stem walls shall be planted so as to soften their visual impact from adjacent areas. Either shrubs or vines may be used as long as they substantially cover the area at the time of planting.
 - iii. Homesites on Preserve: These homesites are typically vegetated at the rear or on a pond and are not generally required to have special plantings. All other rear yard requirements still apply, including drainage basin, turf, etc. Some wetland planting has been added by the developer on or behind some homesites to satisfy Manatee County wetland buffer mitigation requirements. No clearing, plant removal or additional planting may be performed by the owner or his representatives, without specific authorization from the County.
 - iv. Planting beds of Shrubs and Groundcover are required to cover approximately 15% of the Rear Yard of all homesites, where possible, unless there is a pool cage, in which case 10% coverage is required.
 - v. Turf in swales, berms and bank areas shall be Bahia "Argentine". In no case shall any other turf grass be used within 25' of the water's edge nor fertilizer applied in that area.
10. **Landscape Lighting:** All landscape lighting should be designed to accentuate natural features and new planting. It may also highlight the residence and its exterior walls although this lighting should be somewhat soft or muted to avoid a "loud" appearance. Light fixtures to provide "white light" only (no colored lights will be permitted). The layout and angle of fixtures must ensure that no "bright spots" or glare are visible from any street or neighboring homesites. All fixtures to be concealed by plant material. Automatic timers must be used in the lighting system. No lighting shall be installed on Street Trees or in right of way by owner. A lighting plan will be submitted at the same time as the landscape plan and reviewed by the ARC. Please refer to current Manatee County Land Development Code for additional requirements.
11. **Culverts:** On certain homesites, a slight swale exists between the street and the front of the home site. Front yard grading and driveway design for these homesites should allow for positive drainage.
12. **Unacceptable Landscape and Hardscape Materials:**
- a. **Plants:** The ARC shall have sole discretion to reject any proposed materials that are not listed in #15 on Page 17 or that are deemed inappropriate. Any and all plants considered to be an invasive exotic by the State of Florida may not be permitted for use.
 - b. **Mulch:** Mulches other than Pine Straw Mulch, including those made from rubber, recycled pallets and dyed mulches are not acceptable and will not be permitted.
 - c. **Edging:** All planting beds shall have mechanical or hand cut edges. No plastic, wood or other prefabricated edges will be allowed as separators of turf and mulch areas.
13. **Irrigation Coverage and Systems:** All homesites must have an automatic underground sprinkler and irrigation system providing 100% coverage of the landscaped home site areas, except to the extent that the ARC approves

the deletion of the irrigation requirement for natural areas, equestrian pasture or approved alternative treatments.

- a. All irrigation systems shall be designed by a Florida registered landscape architect.
- b. All irrigation systems shall be designed, installed, and maintained in accordance with the Florida Friendly Landscape and Waterwise Guidelines.
- c. All new landscape beds are to be irrigated by a low volume automated supply system such as drip tubing or microsprays.
- d. All sod areas shall be irrigated on separate zones from trees and shrubs.
- e. All preserved natural areas do not require irrigation.
- f. Homeowners are encouraged to operate irrigation system only on an as needed basis.

14. Landscape Maintenance:

- a. In order to insure the continuing health and groomed appearance of each homesite, the Homeowner shall be responsible for regular periodic maintenance of all components of the landscaping for all planted and lawn areas, which will include:
 - Mowing and edging
 - Pruning
 - Weed and insect control
 - Mulching
 - Fertilization
 - Irrigation system service
- b. All fertilizer application laws must be strictly followed, particularly in areas adjacent to water bodies.
- c. Lake banks (non-preserve or wetland area) shall be maintained in a clean and neat appearance on at least a quarterly basis. Native shore plants are encouraged but shall not be permitted to have a messy look. Mangroves, per Florida State law, cannot be trimmed with a specific permit and only by a State authorized trimmer.
- d. All fertilizer application laws must be strictly followed, particularly in areas adjacent to water bodies.
- e. Lake banks (non-preserve or wetland area) shall be maintained in a clean and neat appearance on at least a quarterly basis. Native shore plants are encouraged but shall not be permitted to have a messy look. Mangroves, per Florida State law, cannot be trimmed without a specific permit, and only by a State authorized trimmer.
- f. Trees may not be removed without explicit ARC authorization, even if dead, diseased or damaged, as all canopy trees are part of the integral Harbourside Tree Replacement Plan as approved by Manatee County.

15. Approved Trees: The following are approved trees to be incorporated in landscape plans. Other native trees listed by the University of Florida IFAS will be reviewed on a case by case basis.

Approved Canopy Trees (Min. 12' Height x 5' Spread x 3" Caliper):

- Drake Elm (*Ulmus parvifolia*)
- Live Oak (*Quercus virginiana*)
- Laurel Oak (*Quercus laurifolia*)
- Longleaf Pine (*Pinus palustris*)
- Red Maple (*Acer rubrum*)
- Shumard Oak (*Quercus shumardii*)
- Slash Pine (*Pinus elliottii*)
- Southern Magnolia (*Magnolia grandiflora*)
- Southern Red Cedar (*Juniperus virginiana*)
- Sycamore (*Platanus occidentalis*)
- Winged Elm (*Ulmus alata*)

Approved Accent Trees:

- Wax Myrtle (*Myrica Cerifera*)
- Weeping Bottlebrush (*Callistemon citrinus*)
- Crape Myrtle (*Lagerstroemia indica*)
- Dahoon Holly (*Ilex cassine*)

- East Palatka Holly (*Ilex x attenuate*)
- Frangipani (*Plumeria rubia*)
- Jacaranda (*Jacaranda mimosifolia*)
- Loblolly Bay (*Gordonia lasianthus*)
- Ligustrum (*Ligustrum japonica* or *lucidum*)
- Magnolia spp.
- Nellie Stevens Holly (*Ilex* "Nellie R Stevens")
- Hong Kong Orchid Tree (*Bauhinia blakeana*)
- Red Bay (*Persea borbonia*)
- Yellow Trumpet Tree (*Tabebuia umbellate*)

Approved Palms (Ratio in lieu of Shade Trees up to 30% of trees *)

- Sabal/Cabbage Palm (*Sabal palmetto*) (3:1)
- Everglades Palm (*Purotis wrightii*) (1:1)
- Wild Date Palm (*Phoenix sylvestris*) (1:1)
- Date Palm (*Phoenix dactylifera*) (1:1)
- Senegal Date Palm (*Phoenix reclinata*) (1:1)
- Canary Island Date Palm (*Phoenix canariensis*) (1:1)
- Ribbon Palm (*Livistona decipiens*) (3:1)
- Bismarck Palm (*Bismarckia nobilis*) (1:1)
- Queen Palm (*Syagrus romanzoffiana*) (3:1)

* Note: Ratios are dependent upon Manatee County Approval, and may vary.

16. Canopy Tree Requirements for Homesites: The following is the required canopy trees to be included in landscaping for each homesite.

<u>Home site Number</u>	<u>Side & Rear Yard</u>	<u>Front Yard</u>	<u>Total Yard</u>
114	5	2	7
115	5	2	7
116	5	2	7
117	5	2	7
118	5	2	7
119	5	2	7
120	5	2	7
121	5	2	7
122	5	2	7
123	5	2	7
124	5	2	7
125	5	2	7
126	5	2	7
127	5	2	7
128	5	2	7
129	8	2	10
130	3	4	7
131	5	2	7
132	5	2	7
133	6	2	8
134	6	2	8
135	6	2	8
136	6	2	8
137	6	2	8
138	6	2	8
139	5	2	7

140	4	4	8
141	5	2	7
142	5	2	7
143	5	2	7
144	5	2	7
145	5	2	7
146	5	2	7
147	5	2	7
148	5	2	7
149	5	2	7
150	5	2	7
151	5	2	7
152	5	2	7
153	5	2	7
154	5	2	7
155	5	2	7
156	6	2	8
157	5	2	7
158	5	2	7
159	5	2	7

C. **DOCK REQUIREMENTS, DESIGN AND CONSTRUCTION GUIDELINES:** All residences constructed in Harbourside require a dock. Docks may be either an observation dock or boat dock. Dock (observation and boat) and walkway plans are required to be submitted to the ARC for approval prior to construction. Docks to be used for boating are limited to one boat and must have a lift installed. Residences on preserve lots include a dock in the Marina Park.

- All dock and boat lift pilings to be HDPE “Timberguard” wrapped (or ARC approved equal).
- Dock pilings to be a minimum of eight (8) inches in diameter, with minimum penetration of eight (8) feet into river bottom or to impassable rock strata or debris.
- Boat lift pilings to be a minimum of ten (10) inches in diameter, with minimum penetration of eight (8) feet into river bottom or to impassable rock strata or debris.
- All pilings to be jetted and canned to above mentioned specified depths. Drilling or auguring maybe required to reach specified depths.
- All framing lumber to be marine grade .60 CCA pressure treated (intended for salt water splash) or UCB4B per the AWPA UL-14 Standard. Sill framing to be fastened to pilings with two (2) 5/8” diameter stainless steel carriage bolts. Joist framing to be fastened to pilings with one (1) 5/8” diameter stainless steel carriage bolts. All bolts treading to be cut to 1/2” past tightened nut. Joist framing to be constructed with 16” on center maximum on spacing between joists (maximum spacing for approved decking).
- Decking to be 1”x6” AZEK VINTAGE COLLECTION, decking to be installed with a picture frame detail, border color to be “Mahogany”, inside deck boards to be “Cypress”. Decking to be fastened to framing with 2 1/2” stainless steel composite deck screws.
- Dock and swale walkway/bridge measurements to be five (5) feet in width, walkway/bridge length to differ depending on distance between berm and outside edge of dock (measuring 205’ from front property line).
- All dock terminal platforms to measure eight (8) feet in width by twenty (20) feet in length.
- All dock pilings to be finished with an on-site formed copper cone cap.
- Power pedestals must be an Eaton Hatteras Power Pedestal with breakers, GFCI outlet, 30 amp twist lock and 3/4” hose bib.
- Required handrails to be two piece 1 1/4” polyethylene manila rope.
- Aluminum hose holders must be powder coated white.
- Only safety lighting is allowed on docks.
- All optional accessories must be approved by the ARC prior to installation.

3. HARBOURSIDE CONSTRUCTION SITE STANDARDS

The following standards shall apply to any and all new construction, improvement or alteration of any structure, to a change to the exterior of any structure and to grading, excavating, tree removal, landscaping or any other change to the grounds of a single-family home site within the Harbourside community. In the event a violation of these construction standards may be cause for a \$500.00 fine per infraction to the Owner and/or Contractor and/or suspension or expulsion of a contractor, worker or subcontractor for the community.

A. CONSTRUCTION SITE STANDARDS

1. **Start of Construction:** No home site clearing or placement of portable toilets will be permitted until all required governmental permits are obtain and formal written approval of the ARC has been granted.
2. **Portable Toilets:** Prior to commencing work, a portable toilet must be placed and maintained on the job site, a minimum of 20 feet from the road.
3. **Construction Traffic and Parking:** All construction traffic shall access the community through the Ft. Hamer Road Gate (The Islands). Access through the River Wilderness Main Gate on Old Tampa Road will not be allowed. The River Wilderness of Bradenton Foundation, Inc. (Master HOA) is responsible for all traffic entering the community. For access control purposed, all builders/contractors are required to register a complete list of their subcontractors and other employees who are permitted entry into the community. The driver of a vehicle that has no commercial signage on it will be required to surrender their drivers license in return for magnetic temporary contractor signs that must be displayed on both the driver and passenger side of the vehicle. The drivers license will be given back to the driver upon return of the temporay signage. Construction parking shall be limited to the home site under construction and on the street side of the residence. With an owners written permission to the Preferred Builder, with a copy submitted to the Sales Office, parking on nearby vacant homesites may also be used however the Preferred Builder is liable for the repair of any damage caused by any vehicles or equipment. There will be no washing of any trucks on the streets.
4. **Construction Hours:** The construction working hours are currently from 7:00 am to 6:00 pm Monday through Friday and 8:00 am to 6:00 pm on Saturdays. No construction activity shall take place on Sunday or on the following holidays: New Year's Day, Presidents Day, Memorial Day, July 4th, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day. These hours are subject to rules and regulations as published by the Master Homeowners Association and are subject to change.
5. **Site Clean-up:** All Construction sites must be maintained in a neat and orderly fashion. All contractors are required to provide at least one trash dumpster for every resident under construction and must be located on the construction site. With an owners written permission to the Preferred Builder, with a copy submitted to the Sales Office, nearby vacant homesites may also be used however the Preferred Builder shall be liable for the repair of any damage caused related to the dumpster. Dumpsters must be emptied on a regular basis. The builder is responsible for trash that blows off the site and shall retrieve such trash immediately. There will be no stockpiling or dumping on adjacent homesites or on streets. Remaining trash will be removed by the developer and billed to the responsible contractor and subcontractor. Contractor will use only the utilities provided on the site on which they are working.
6. **Construction Damage:** Any damage to utilities, streets and curbs, drainage inlets, sidewalks, street lights, street markers, mailboxes, walls, etc., will be repaired by the ARC and such costs billed to the responsible contractor or taken from the construction deposit.
7. **Speed Limit:** The established speed limit within the community is 15 miles per hour.
8. **Construction Spillages:** Operators of vehicles are required to see that they do not spill any damaging materials while within the community. This includes all liquids that may be leaking from a vehicle. If spillage of occurs, operators are responsible for cleaning it up. Should the spillage not be cleaned up by the operator, it will be done by the ARC and will be billed to the builder/contractor. Please report any spills as soon as possible.

9. **Telephone, Cable TV Lines and Utility Lines:** If any telephone, cable television, electrical, water, etc. lines are cut; it is the contractor's responsibility to report the accident to the security office access control gatehouse within 30 minutes.
10. **Radios:** Radios will be allowed on construction sites, but sound must not be heard past property lines.
11. **Vehicles and Equipment:** No vehicles (trucks, vans, cars, etc.) may be left in the community overnight. Construction equipment may be left on the site while needed, but must not be kept on the street, unless prior permission has been granted.
12. **Personnel:** Only bona fide workers are allowed on the property and are required to exit the property upon completion of their work. Spouses may drive workers to and from the site, but must not remain on the property unless they are actual employees of the subcontractor. For safety reason, children will not be permitted on the job site. All workers are required to wear shirts at all times. No alcoholic beverages or illegal drugs are permitted on the property. Contractor personnel will not be permitted to hunt, fish, trap, possess any types of firearms or bring pets on the Harbourside property.
13. **Permit Box:** All permit boxes shall match Harbourside standard permit box.
14. **Builder Signage:** During construction, the Developer will provide standardized signage within the front setback of the home site to help subcontractors and others locate the particular home site within the community. The Developer will replace any damaged or missing signs with the cost being charged to the Preferred Builder. No other signs, flags, banners, etc., shall be permitted unless approved by the Developer in advance.
15. **Subcontractor Signs:** No subcontractor signs of any kind will be allowed on the construction sites.
16. **Sign Specifications:** All signs must meet Architectural Review Committee approval.

4. REVIEW PROCESS AND PROCEDURES

A. ARCHITECTURAL REVIEW COMMITTEE (ARC)

1. **Purpose:** The Harbourside Architectural Review Committee (ARC) does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh contrasts in the landscape and architectural themes in the Harbourside neighborhood and to foster thoughtful design so that there is harmony between the neighboring residences. The ARC will strive to be completely objective and consistent in the design review process and will maintain sensitivity to the individual aspects of design.
2. **Scope of Responsibility:** The ARC has the right to exercise control over all construction in the Harbourside neighborhood. All construction by owners must be first be approved by the ARC and no construction can begin until approval has been given. Procedures and requirements for submission to the ARC are detailed herein. An application can be found online at www.rwhoa.org.
3. **Authority:** The Developer has full authority for the implementation, application, interpretation and enforcement of the Architectural Review Guidelines. For greater certainty and without limiting the generality of the foregoing, such authority includes the selection and management of the Architectural Design Coordinator and the Landscape Design Coordinator. No purchaser of a homesite in Harbourside has any authority whatsoever with regard to enforcement of the Architectural Review Guidelines. The Developer has the ultimate decision making power in any dispute.
4. **Turnover:** Until such time as the Developer chooses to or is required to turn over full authority to the Rive Isle Association, Inc. (HOA) for enforcement of the Architectural Review Guidelines, the HOA will have no authority regarding or involvement in the oversight or management of any aspect of the Architectural Review Guidelines. Once turned over, any references to the Developer will be understood to be referring to the HOA.
5. **Amendments:** The Developer may from time to time amend any aspect of the Architectural Review Guidelines as

it sees fit in its sole and absolute discretion.

6. **Enforcement Powers:** Should an architectural violation occur, the ARC has the right to injunctive relief to require the owner to stop, remove and/or alter any improvement in a manner, which complies with the standards established by the ARC. It is the Builders/Homeowners responsibility to determine whether building regulations and issues of materials, building codes, encroachment and survey have been met. It is the job of the ARC to determine whether the Harbourside Architectural Design Requirements have been met.

The ARC's approval is effective for a period of up to eight months. In the event that the project does not commence within this period, the ARC approval shall be considered withdrawn and the plans must be resubmitted for the ARC's approval before construction can begin. The ARC may require that another Plan Review Fee be charged in the event that there have been substantial changes to the plan.

Approval by the ARC does not relieve an owner of their obligation to obtain pertinent government approvals, if required. If such approvals are not obtained by the owner, the ARC and/or the applicable governmental agency may take whatever action is necessary against the owner to obtain compliance.

If the ARC is not satisfied that the design of the dwelling has followed the approved design and drawings after construction has been completed, the ARC or the HOA may take any action authorized by the Declaration, including, but not limited to, the imposition of fines, levy of assessments, removal or remedy of the violation, and/or injunctive relief requiring the removal or the remedying of the violation. In addition, the HOA shall be entitled to recover all costs incurred in enforcing compliance, from the party that is in violation of the guidelines. This also pertains to the owner's landscape installation if the ARC feels the installation fails to satisfy the design of the approved landscape plans.

7. **Schedule of Fees and Refundable Damage Deposits:** All owners and contractors are required to post a Refundable Damage Deposit (RDD) per home site under construction. A Review Fee is also due to cover the costs of a licensed architect to review the plans. A check for the RDD and a separate check for Review Fees must accompany the application for ARC approval. The RDD shall be held by the ARC until the final survey and Certificate of Occupancy is issued and a field inspection by the ARC is completed. The RDD shall be utilized to repair, replace or clean up common areas that are damaged due to the owner's construction activities. The owner will be notified twenty-four (24) hours prior to use of RDD, allowing the owner to rectify the problems before the bond is expended.

In the event a pool, spa, or dock is constructed concurrently with the original construction of a residence and that the construction is under the control of the Preferred Builder, no additional review fees or deposits are required. All plans for all structures are to be reviewed at the same time in order for this exemption to apply. However, when the Preferred Builder submits the plans at a later date, or when the Preferred Builder is not the owner's contractor for the pool, spa or dock, then the following review fees and deposits are required. The exemption also applies to landscape plan reviews.

New Residences

Fees and a refundable deposits payable to the ARC for new residence construction. Fee includes review of new residence plans, boat dock plans (if required), swimming pools and enclosures (if required) and landscape plans if submitted at the same time by the Preferred Builder. Fees include all final inspections and one additional review submittal to resolve outstanding issues. Each additional review of plans is \$100 each.

Plan Review Fee	\$1,500
Refundable Damage Deposit	\$5,000 (one deposit per Builder)

Major Alterations or Additions

Fee and a refundable deposits payable to the ARC are required for major building alterations or additions. These include a structural or site modification taking place after the original construction that is significant enough to warrant the issuance of a building permit by a governmental authority. These include pools, spas and docks. Fees included all final inspections and one additional review submittal to resolve outstanding issues. Each additional review of plans is \$100 each.

Plan Review Fee	\$750
Refundable Damage Deposit	\$2,500

Minor Alterations or Additions

Fee payable to the ARC is required for minor building alterations or additions. These include a structural or site modification of relatively insignificant nature such as the replacement of an entry door or installation of a fountain. Fees included all final inspections and one additional review submittal to resolve outstanding issues. Each additional review of plans is \$50 each.

Plan Review Fee	\$250
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Landscape Plan Review

Fee and a refundable deposits payable to the ARC for landscape plan reviews for a new residence landscaping and significant changes to the original landscaping. Fees included all final inspections and one additional review submittal to resolve outstanding issues. Each additional review of plans is \$100 each. Minor landscaping changes need to be submitted for review and approval by the ARC but do not require a Review Fee or RDD.

Plan Review Fee	\$750
Refundable Damage Deposit	\$2,500

Boat Dock Plan Review

Fee and refundable deposits payable to the ARC for boat dock plan reviews. Fees included all final inspections and one additional review submittal to resolve outstanding issues. Each additional review of plans is \$50 each.

Plan Review Fee	\$300
Refundable Damage Deposit	\$3,000

Minor Modifications

The following minor modifications require review and approval by the ARC but do not require the payment of a Review Fee of RDD and would include low voltage landscape lighting, exterior re-paint of the existing color, satellite dish placement, minor landscape changes and mailbox replacement.

8. Conditions Arising After Completion and Issuance of a Certificate of Occupancy:

- a. If it found that a dwelling is or has been deficient with respect to Harbourside Architectural Design Guidelines, the owner shall be required to make the appropriate changes.
- b. Any fundamental changes to the landscape of a dwelling other than the replacement or addition of small shrubbery and annual or perennial flowers shall require the approval of the ARC. In the event of storm damage, owners will be expected to repair their residences and replace landscaping in accordance with their originally approved plans and in a reasonable time period.
- c. Any structural additions or changes to the dwelling except purely interior or otherwise invisible modifications shall require the approval of the ARC prior to construction. Any additions or modifications to a dwelling shall be in conformance with the Architectural Review Guidelines.
- d. Changing of any exterior colors requires the approval of the ARC.

9. Limitation of Responsibilities: The primary goal of the ARC is the review the applications, plans, specifications, materials and samples submitted to determine if the proposed structure conforms in appearance and construction quality with the Architectural Design Guidelines as set forth by the ARC. Approval by the ARC only means the proposed construction complies with the Guidelines. Review and approval by the ARC only means the proposed

construction complies with the Guidelines. Review and approval of dwelling under the Guidelines is made on the basis of aesthetic considerations only, and the ARC shall not bear any responsibility for ensuring (1) structural integrity or soundness of approved construction; (2) compliance with building codes and other governmental requirements; or (3) for any defects or deficiencies in plans submitted. The review and approval of plans by the ARC shall not be a substitute for compliance with the permitted and approval requirements of Manatee County or any other governmental authorities. The owner submitting an application for construction under these Guidelines (the "applicant") shall obtain all necessary permits, approvals and inspections required by any state, county or local governmental entity to commence and complete the proposed construction. Additionally, the applicant shall also be responsible for ensuring that all improvements comply with all applicable building codes and regulations. The ARC shall have no liability for any injury, damages or loss arising out of the manner or quality of construction of any dwelling.

10. **Meeting of the ARC:** The ARC will meet as requests are received. The ARC will make every effort to respond to or approve the request within 30 days after the date the request is received by the ARC. If a response is not received within 30 days, a follow up request should be made to request that the review be expedited. Failure to receive a response shall not be deemed as an approval. It is the responsibility of the Builder/Homeowner to confirm that the request has been approved.
11. **Committee Members:** The ARC shall initially consist of individuals appointed by the Developer of Harbourside and may include a representative of the Developer, an architect, a landscape architect, a civil engineer and others. The members of the ARC may change from time to time.
12. **Administration:** The ARC may appoint an administrator to handle the day-to-day responsibilities of processing submissions and coordinating with owners, including the following services:

Explanation and the interpretation of the Architectural Design Guidelines.

- Provide environmental information including tree and vegetation characteristics, their value and relations to new construction.
- Provide access to samples, displays and pictorial review exhibiting acceptable architectural solutions.
- Provide a pre-design conference to consider existing data relating to a particular home site, adjacent, nearby or planned residences, easements, setbacks, etc.
- Review plans and designs for compatibility with the overall architectural style of the community.
- Review job progress, provide ARC inspections and implement committee decisions and the policy.

Selection of Builders

All choices of builders of new residences are pre-selected by the Developer. No builder other than those selected by the Developer may construct a new residence in Harbourside.

Construction Inspections

Periodic inspections may be made by the ARC while construction is in progress to determine compliance with the approved architectural and landscape plans and specifications. The ARC is empowered to enforce its policy, as set forth in these Architectural Review Guidelines, by any action, including injunctive relief to ensure compliance.

Variations

All variance requests pertaining to ARC approvals must be made in writing to the ARC. Any variations granted shall be considered unique and will not set any precedent for future decisions.

Design Document Changes

The owner must notify the ARC prior to making any changes to approved plans for any elements of the design, colors, materials and/or construction that deviate from the ARC approved plans. A letter with applicable support data (as required) must be submitted to the ARC for the records. Any major deviations (as solely determined by the ARC) may require full ARC approval prior to commencement of changes. Upon completion, an as-built set of drawings showing any exterior changes to the approved plans shall be required.

Penalties for Nonconformance

After issuance of a Certificate of Occupancy, but before the return on a Construction Bond, it is essential for the

ARC to enforce the Harbourside Architectural Design Guidelines. The ARC recognizes that, in special circumstances, a Certificate of Occupancy may be issued although certain defects in a dwelling or landscape exist according to the Harbourside Architectural Guidelines. In those cases, the contractor and owner deposits will be withheld pending satisfactory completion of the project

After issuance of a Certificate of Occupancy and Return of Deposits

Penalties for creating a non-conforming situation without subsequent correction include:

- Progressive fines not to exceed \$100 per day, which shall accumulate daily, ten days after written notice on non-conformance.
- Other penalties imposed by or agreements made with the ARC.

Appeal

If an application has been denied or the approval is subject to conditions which the owner feels are unacceptable, the Homeowner may require a hearing before the ARC to justify his/her position. The ARC will review its decision and notify the Homeowner of its final decision within 10 days of the hearing. The Developer has the ultimate decision making power in any dispute between the ARC and the Homeowner.

Application Withdrawal

An application for withdrawal may be made without prejudice, provided the request for withdrawal is made in writing and filed with the ARC prior to the review and/or action on application. Refunds of fees are subject to a deduction for any costs incurred.

Waiver and Additional Requirement

These Architectural Design Guidelines have been adopted to assist the owners within the Harbourside neighborhood and the ARC in connection with the design approval process. However, these are merely guidelines and the ARC will have the right to waive any of the requirements set forth herein, or will have the right to require additional or more stringent requirements as to any proposed improvement, if deemed appropriate.

B. DESIGN REVIEW PROCESS

The following is an outline of the procedures for plan submissions for residences in Harbourside at The Islands:

1. **REVIEW DOCUMENTS:** In order to proceed, you should have reviewed the following documents which can be downloaded from www.rwhoa.org:
 - a. Harbourside Architectural Review Guidelines
 - b. Declaration of Covenants, Conditions and Restrictions, including amendments, of River Wilderness Phase III – Subphases E, F, G, H and M (Rive Isle Association, Inc. a/k/a The Islands Homeowners Association)
 - c. Master Declaration of Covenants, Conditions and Restrictions, including amendments, of River Wilderness Golf & Country Club (River Wilderness of Bradenton Foundation, Inc. a/k/a River Wilderness Master Homeowners Association)
2. **PAYMENT OF FEES:** Payment should be made with a separate check for Plan Review Fees and a separate check for Refundable Damage Deposits. Checks with combined payments will be returned and will delay the review process. Checks should be made payable to *Rive Isle Associates, LLC* and mailed to the following address:

Rive Isle Associates LLC
11820 Rive Isle Run
Parrish, Florida 33134
3. **TYPES OF REVIEWS:** The followings is a list of reviews that may be required for each submittal. The appropriate applications for each review can be found at www.rwhoa.org.
 - a. Preliminary Review
 - b. Final Architectural Review
 - c. Landscape Plan Review

4. **PRELIMINARY REVIEW:** A preliminary review will be required to ensure that the initial design is compliant with the Architectural Design Guidelines. Builders are strongly encouraged to create preliminary renderings or sketches of residence plans and elevations and submit them to the Architectural Design Coordinator for initial comments before commencing any detailed design work. Multiple submissions may be required before the requisite comfort level is achieved and before any detailed design work on a particular residence should be undertaken. Email a digital PDF file to arc@theislandsofwr.com and include the homesite number in the subject line. Recommended drawings to submit digitally at this stage include site plan, floor plan, elevations and any other drawings that are needed to understand the design and how it conforms to the guidelines.
5. **FINAL ARCHITECTURAL REVIEW:** In order to provide systematic and uniform review of the proposed construction, a completed Application for Final Architectural Review and a digital PDF file of the architectural documents are required. The Application for Architectural Review can be downloaded at www.rwhoa.org. Email digital PDF files to arc@theislandsofwr.com and include the homesite number in the subject line. Plans and specifications shall be completed and detailed to the point that all significant aspects of construction are clearly identified and understandable by a construction professional. Drawings should be of a resolution that will allow printing at 24" x 36" and show the following:
 - d. **Site Plan**
 - Scale size appropriate to show detail, but not less than 1 inch = 20 feet
 - North arrow
 - Property lines/setbacks with dimensions (with adjacent property information)/Adjacent improvement indicating windows and doors
 - Easements, right-of-ways and flood zones
 - Driveways, sidewalks, walkways, fences and wall, access street(s), parking
 - Culverts and swales
 - Paving plan
 - Grading/Drainage plan
 - Foundation outline, roof drip line and entry areas
 - Pools, decks, patios
 - Existing Grade/finished floor elevations
 - Existing trees of four (4) inch caliper or greater
 - Service courts
 - e. **Exterior Elevations**
 - Scale be a minimum of ¼ inch = 1 foot and appropriate in size to show detail
 - Sides, rear and front elevations
 - Doors, windows, walls, fences and mechanical equipment
 - Pool cage design. Simple outline to show height and slope is sufficient. Do not submit shop drawings.
 - Indicate glazing type (mirrored glass not allowed) on elevations or on schedule
 - Indicate soffit material on elevations or section.
 - Indicate roof slope and shape
 - f. **Building Sections (*optional*)**
 - Scale to be a minimum of ¼ inch = 1 foot and appropriate in size to show detail
 - Detailed wall sections
 - Detail roof sections, pitch, type
 - Structural details are not required
 - g. **Exterior Colors/Finishes/Materials**
 - Specifications/Material selection details showing all materials to be included
 - Manufacturers/models (if applicable)
 - Product samples/photos
 - Provide actual paint color chips, in addition to providing them in a PDF format. Include paint color name, manufacturer and number.

- h. **Roof Plans (if required):** Scale in size appropriate to show detail
 - i. **Floor Plans:** Scale in size appropriate to show detail
 - j. **Final Survey (submitted upon completion):** Letter from builder, architect, engineer or surveyor stating that the completed residence is in substantial conformance with the Architectural Design Guidelines and approved plans and a survey which contains the following:
 - Lot corners
 - Dwelling corners
 - Driveways and driveway aprons
 - Sidewalks and walkways
 - Pools, decks, patios
 - Fences and privacy walls
 - Easements and right-of-ways
 - Elevations for finished ground floor, sidewalks, swales and driveway aprons
 - Replacement trees
6. **LANDSCAPE PLAN REVIEW:** In order to provide systematic and uniform review of the proposed landscape plan, a completed Application for Landscape Plan Review and a digital PDF file of the landscape design documents are required. The Application for Landscape Plan Review can be downloaded at www.rwhoa.org. Email digital PDF files to arc@theislandsofrw.com and include the homesite number in the subject line. Plans and specifications shall be completed and detailed to the point that all significant aspects of the landscaping are clearly identified and understandable by a landscape professional. Drawings should be of a resolution that will allow printing at 24" x 36" and show the following:
- **Title Information:** Indicates the lot number, location and name of client along with the name, address and phone number of the landscape professional preparing the documents.
 - **Scale:** Either 1/8 inch = 1 foot or 1 inch = 10 feet
 - **Boundary:** Indicate all perimeter property lines, setbacks, dedicated easements and north arrow
 - **Structure:** Position all structures on the property and indicate the location of all windows, doors and permanent construction elements which are proposed.
 - **Perimeter Areas:** Reflect all adjacent site conditions and surrounding roadways, harbors, ponds and pertinent features which may affect the subject property
 - **Hardscape:** Indicate all proposed vehicular and pedestrian circulation treatments, swimming pool location and configuration miscellaneous amenity elements, garden features and permanent site furnishings which may affect the use of the site.
 - **Utility Elements:** Show all air conditioner equipment locations, exposed utility meters, garbage areas, LP gas tank, pool equipment and any service or utility elements which may require landscape treatments or buffer screening.
 - **Decorative Grading:** Indicate general existing grades and all proposed decorative grading (earth berming) at one foot intervals.
 - **Existing Vegetation:** Based upon a current tree survey, accurately identify and locate all existing vegetation with a caliper of 4" or greater, which is intended to be removed, remain or be relocated on the site. Citrus trees should be noted only if they are to remain or be re-located on the site.
 - **Proposed Vegetation:** Provided a comprehensive landscape layout for all trees, palms, shrubs, groundcovers, vines and sod which are proposed throughout the site. Graphically indicate which canopy trees are counted towards the required trees.
 - **Street Tree Locations**
 - **Plant List:** Identify all proposed vegetation with a plant list that reflects the scientific and accepted common name, height, spread, caliper, or size at time of installation as well as any necessary remarks which may be required to clearly portray the technical needs for design review.
 - **Required Canopy Trees** clearly identified
 - **Separate irrigation zone** for the right of way sod and plants

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