

# ARCHITECTURAL GUIDELINES

for

Coquina Ridge  
Saint Augustine, Florida

Adopted: July 29, 2020

By

The Board of Directors  
Coquina Ridge Homeowners Association

**Introduction .....3**

**Purpose .....3**

**Responsibilities .....3**

**Application Procedure .....3**

**Decks and Patios .....4**

**Driveway .....4**

**Exterior Painting .....4**

**Fences/Retaining Walls/Hardscape Borders .....4**

**Flagpoles & Lamp Posts .....5**

**Front Doors.....5**

**Garage Doors .....5**

**Generators.....5**

**Grading .....5**

**Gutters.....5**

**Hurricane Shutters .....6**

**Landscaping .....6**

**Lawn Art, Water Features, Garden Structures & Statuary .....6**

**Pergolas .....6**

**Play Equipment .....6**

**Pools, Spas and Hot Tubs .....7**

**Propane Gas Tanks.....7**

**Rain Barrels.....7**

**Roofs.....7**

**Screens Enclosures .....7**

**Sheds, Storage Buildings, Enclosed Structures.....7**

**Solar Collectors.....8**

**Trash Cans & Recycling Containers .....8**

**Trees .....8**

**Wells .....8**

**Windows.....8**

**The Architectural Review Committee (ARC) - The main objective of the ARC and these guidelines are to preserve and enhance property values in the community and to maintain a harmonious relationship among structures, vegetation, topography and the overall design of the community.**

## **Purpose**

---

The Coquina Ridge Architectural Guidelines are intended to serve as a consistent set of guidelines and the foundation for planning exterior changes. These guidelines are developed to help homeowners.

PURPOSE: The intent of these guidelines is to help ensure that Coquina Ridge, a community of quality homes, and to promote the use of long-lasting materials and high construction standards, while also having quality landscaping of individual owner's lots that will enhance their homes. When in doubt, submit proposal to the ARC. Proposals should be submitted in accordance with Article VI, Section 6.1, of the Declaration of Covenants and Restrictions for Coquina Ridge.

## **Responsibilities**

---

Owners are responsible for repairs to existing structures, landscape, paint, turf grass, additions, etc. No application is needed to effect repairs and restoration to the original condition. If you are unsure or have questions, please contact Watson Association Management Company regarding whether an application is required.

The ARC is charged with conducting the review of all applications for exterior changes, making site inspections of requested modifications (before and after if required), offering recommendations or changes to the Board of Directors with regard to the Architectural Guidelines, and with rendering a decision to the applicant in writing in a timely manner. Per the CC&R, the ARC is allowed up to 30 days to act on an application; As fellow residents, the ARC understands the need to review and process applications in a time efficient and professional manner. Homeowners are encouraged to plan for a 30-day review process. Homeowners should not commit to any contract until they have received written approval.

Your cooperation and adherence to these guidelines is appreciated. It is imperative that each homeowner plan to allow for the ARC to evaluate each application based on this timeline. The ARC will hold meetings as needed to review requests. Watson Association Management will communicate the ARC's decision by letter via email if you have one; if no email is provided, your notification of the ARC's decision will be mailed to you at the address provided on the ARC submission form.

Each ARC request will be reviewed and approved on its individual merits. Previous approval of a similar request does not guarantee future approvals on current or additional properties.

## **Application Procedures**

A. Complete the Application form and attach all required exhibits.

- 1) Obtain Application form from Watson Association Management or your Caliber Portal.
- 2) Include full details of the proposed change. If the change is structural, fencing, or grading; submit a sketch or plan and outline specifications. Be sure to include such information as type of material, size, height, color, location, etc. Please provide a surveyed plot plan with exterior change clearly sketched onto it and indicate the distance(s) of the exterior change(s) to the lot line of adjacent properties.

B. No application will be accepted for consideration if not submitted via the application form and accompanied by appropriate exhibits.

C. Return your submission by email, mail, fax or hand deliver to the Management Office.

Your submission will be reviewed by management, if all information is completed, your submission will be forwarded to the ARC for review and a decision. If more information is required, you will be contacted.

- D. It is the responsibility of the applicant to ensure the application is received by Management. If you do not receive a confirmation via email, please do not assume your application has been received. When the final result has been determined, you will receive an official letter via email if one is provided, or USPS if no email is provided.
- E. **No construction shall begin without Committee written approval of the submission. Therefore, no commitment for labor and/or materials should be given to contractors prior to receipt of written approval. Please see Article XIII, Section 13.1 for Remedy for Violation.**

### **Decks & Patios**

Structure cannot surpass the outside width of your home. The structure should be consistent with the size of your home and yard. Pavers, Cement and Composite materials only can be used. Wood is not allowed.

Decks and Patios can be no more than one step (12 inches) higher than the lanai elevation flooring. If the deck is elevated any height, full enclosure around the bottom of the decking must be installed with the same composite material used on decking.

No lattice for railings can be used. Only composite material with slat railings or black aluminum fencing material can be used. ARC submission required.

### **Driveways**

ARC approval is required for paver driveways, extensions or painting of driveways. Extensions must be even on both sides with a maximum width of 2 feet per side. Colors, if applicable, must be submitted and must compliment home. Items are not to be stored on driveways, including but not limited to trash/recycling cans, barbecue grills, yard tools, hoses etc.

### **Exterior Painting**

On the application, explain for each paint color: the manufacturer, the sheen and the location where the color will be applied. Original colors approved by the builders are the official color palette for the neighborhood. Primary and trim colors should be consistent with the community and homeowners may not repeat color schemes of any homes that are adjacent or across from your home within 2 doors. Please contact management for the color palette book. ARC submission required.

### **Fences/Retaining Walls/Hardscape Borders**

Except as approved by the Declarant as part of Initial Construction, or as subsequently approved by the ARC, no fence, wall or other barrier shall be constructed upon any Lot or any other portion of the Property. (CC&R Section 10.17) No fences are permitted in front yards.

Chain Link and wood fencing are not permitted. All fence materials must be approved by the ARC.

**Lake Lots** - Black Aluminum only

**Preserve Lots** – White vinyl sides only and optional Black aluminum or white vinyl back facing preserve.

**Interior Lots** – White Vinyl fencing only.

### **Additionally:**

- a) Maximum height of the fence is 6'.
- b) Side building set back line no closer than 10 feet from the front corner of the dwelling.
- c) If horizontal supports are used, they must be on the inside of the fence (attractive side facing out).
- d) If fencing is to be placed on the property lines, it must be contiguous to your neighbors if a fence already exists, no double fencing between homes is allowed.
- e) Application must include plot plan showing fence location, attachment to your home and your neighbor's fence if one exists.
- f) Shrubbery planted in a row which creates a natural fencing or barrier between properties requires ARC approval.

## Coquina Ridge Homeowner's Association – Architectural Guidelines

The applicant is responsible for the maintenance and encroachment of live shrubbery. Must be planted 3 feet within property line to allow for growth and must be planted no closer than 10 feet from the front of the dwelling. ARC submission required.

- g) Retaining walls, hardscape borders, and patios. ARC submission required.
- h) Fences must be cleaned, maintained and replaced, as necessary.
- i) Invisible Fences are encouraged to keep dogs and community members safe.

### **Flagpoles & Lamp Posts**

Lamp posts must be approved by the ARC.

Any homeowner may erect a freestanding flagpole no more than 20 feet high on any portion of the homeowner's real property if the flagpole does not obstruct sightlines at intersections and is not erected within or upon an easement. The flagpole and display are subject to all building codes, zoning setbacks, and other applicable governmental regulations, including, but not limited to, noise and lighting ordinances and all setback and locational criteria as required by code. Flagpole location must be approved by ARC before installation.

The homeowner may display in a respectful manner from a flagpole or from holders attached to the front of the house, one official United States flag, not larger than 4½ feet by 6 feet, and may additionally display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, or Coast Guard, or a POW-MIA flag. Such additional flag must be equal in size to or smaller than the United States flag.

Federal Flag Code (Public Law 94-344).

Under no circumstances are flags with obscene or inappropriate wording or images allowed. Flags displayed must be maintained and worn flags should be disposed of properly.

### **Front Doors**

Glass inserts for front doors and side light windows are acceptable upon approval from the ARC. Color of front door must match the accent color of the home. ARC submission required

### **Garage Doors**

No window garage door replacements are allowed. Garage doors can be the color of your home or the accent color. All garage doors must have automatic garage door openers in working condition. Garage screens are allowed in dark bronze or black only. ARC submission required.

### **Generators**

Whole house generators must be placed on a cement slab or pavers and properly anchored so as not to become a danger in the case of severe weather. Generators must be fenced, or shrubbery placed around the unit to not be seen from street view.

### **Grading**

Major changes to the topography of your lot, including but not limited to: lot clearing, tree removal, addition or removal of fill, etc. require approval prior to being started. Neither the Board nor the ARC accepts any liability for any damage caused by such grading action(s).

### **Gutters**

Gutters must be white or must be custom painted/powder coated to match the trim on the home.

### **Hurricane Shutters**

Hurricane Shutters cannot be placed over windows in “hurricane ready” position until a named storm is “Tracked” in our area by the National Hurricane Center. After the storm passes, all hurricane shutters must be removed within 2 weeks.

**\*\*If there is a hurricane and you evacuate and cannot return home within the 2 week time, please contact management.**

### **Landscaping**

Additional or Modified Planting Areas:

Committee approval is not required for most plantings or biodegradable landscaping treatments (i.e., mulch) if the existing landscape scheme is maintained.

- a) Gardens - Homeowners are encouraged to keep all herb and vegetable gardens well maintained. Vegetable gardens must be confined to the rear of the home and out of sight from the front of the house, **no ARC submission is required.**
- b) Renovation or replacement of turf grass with same type/variety of grass, **no ARC submission is required.**
- c) A “from seed” replacement of your entire front yard grass is not allowed. Replacing your entire front yard grass requires sod planting.
- d) Significant changes to the existing landscape scheme where visible from the road such as building of mulch beds, retaining walls, etc. will need an ARC submission to include a brief description accompanied by a detailed sketch on your plot plan/survey indicating proposed location on lot, dimensions, plant types and estimated heights at maturity. No portion of planting area, either above or below ground, shall encroach on any adjacent properties. All plantings must be a minimum of three foot (3') from adjacent property at maturity.

### **Lawn Art (Water Features, etc.) Garden Structures & Statuary**

Permanent (or semi-permanent – “lasting longer than 30 days”) yard features must be submitted for ARC approval. All garden structures installed from the date these guidelines are adopted, must have ARC approval.

Garden statuary installed must be:

- a) Over 3' in height - Made from long-lasting earth friendly materials, stone, concrete or resin composite.
- b) Under 3' in height - plastic, rubber or vinyl statuary is allowed **without ARC approval.**
- c) White vinyl climbing plant supports (trellis), shepherd's hooks, and metal plant supports under eight feet (8') are permitted **without ARC approval.** Any of the above over eight feet (8') must have ARC approval.
- d) Container gardens must be in containers made for that express purpose.
- e) The Board of Directors and the ARC has the right to limit quantity at their discretion on any of the above.
- f) Owners are responsible for maintaining all lawn art, water features, garden structures and statuary in good repair.

**NOTE: In the event of severe weather-warnings and actual – (hurricanes, tropical storms, tornadoes, northeasters, or thunderstorm accompanied with high wind etc.) – All portable garden structures and statuary must be brought indoors. NO EXCEPTION!**

### **Pergolas**

Cedar, Composite wood or White vinyl only. No metal or lattice allowed. No enclosed roofs. Pergola cannot be any higher than 10 feet in height. Posts must be cemented or bracketed down. Position of pergola must be set back from rear property line by 5 feet and must be placed in rear of home where you cannot see it from the street. Must have ARC approval.

### **Play Equipment**

All stationary play equipment (i.e. swing sets, play structures, playhouses, sandboxes, trampolines, etc.) must be submitted for approval by the ARC to include appearance, size, height, and location. Such items shall be located in the rear yard behind

## Coquina Ridge Homeowner's Association – Architectural Guidelines

the house and at least 15 feet from any neighbor's property line. Trampolines may only be placed within a fenced yard and cannot be visible from the road. Metal play structures (excluding trampolines) or structures of bright or fluorescent colors are prohibited. All play equipment must be kept in good condition or must be removed.

Slides and tube slides shall be dark green in color whenever practical.

All wooden play structures shall be stained with a tinted sealant in order to preserve the appearance/finish and to minimize the visual prominence of the structure.

Permanent skateboard, bike, and other types of recreational ramps are not allowed. Temporary ramps are not allowed in the street.

### **Pools, Spas, & Hot Tubs**

Above ground swimming pools are **not** permitted. ARC submission for pools, spas and/or hot tubs must be in complete detail. The homeowner is responsible to comply with all local and state safety codes and requirements. Runoff from pool drainage must be considered in the over-all plan in the submission. No pool runoff or drainage can be disbursed in the yard or in the ponds. Pumps and motors for pools and related equipment shall be screened (by evergreen shrubbery or an L-shaped 4' White vinyl fence) to minimize visibility from the street or installed inside the fence line. Any adjustments or changes must be submitted for re-approval.

### **Propane Gas Tanks**

The following restrictions apply to any size tank - (Per St. Johns County Fire Marshall Code)

Must be located at least three feet (3') from any building opening- door or window.

Must be located at least five feet (5') from any air intake into building.

Must be located at least five feet (5') from any circuitry or compressors- air conditioning units.

a) May be located on the side or rear of home, must be screened by fence or shrubbery not to be in view from the road.

b) On tanks of 125 gallons or more capacity- location determined by current County Code.

No tanks can be more than ninety feet (90') from street and must be in sight of person refilling it from street.

All tanks must be properly anchored so as not to become a danger in the case of severe weather.

### **Rain Barrels**

Rain barrels must be black, brown, gray, or dark green in color, and made of plastic or wood (no metal containers permitted). It is preferred to locate rain barrels at the rear of a dwelling or along the side of a dwelling with minimal visibility from the street. Fencing or shrubbery will need to be put in place to not be seen from the street view.

### **Roofs**

Roofs are to be Architectural shingles, no metal roofs.

### **Screen Enclosures**

All screen enclosures must be dark in color, either black or bronze.

### **Sheds/Storage Buildings/Enclosed Structures**

No detached building or other structure, including garages, tool or storage sheds, tents, trailers, tanks, or any temporary or accessory buildings or structures shall be erected or permitted to remain on any Lot without the prior written consent of the ARC. Sheds must not be visible from the street and be placed against the home. Only prefab plastic storage sheds are allowed and cannot be taller than the eaves of the home. Sheds should be anchored to a concrete a concrete floor/base or to the home dwelling for structural integrity.

### **Solar Collectors**

Solar collectors must be installed to be as inconspicuous as possible. Collectors must be attached only to the roof, not free standing, or ground mounted. Every effort must be taken to camouflage the plumbing and supports for the collectors. Any tree removal required to permit increased solar exposure to the collectors must be included in your ARC submission.

### **Trash Cans & Recycling Containers**

Containers cannot be stored in view from the street. Containers must be stored in garage or on side of home if a preapproved fencing and/or shrubbery is obtained. Fencing/shrubbery must be 10 feet back from front corner of dwelling.

### **Trees**

No trees, the trunk of which exceeds six (6) inches in diameter, shall be cut down, destroyed or removed from a Lot without the prior express written consent of the ARC. Re-planting to replace lost trees is encouraged. No trees can be planted in the easement area between the sidewalk and the road. Trees may be planted in the front yard **6 feet or more** from sidewalks, driveways and street once approved by the ARC. You are encouraged in your ARC submission to propose a Florida friendly tree.

Removal of dead trees does not require ARC approval, regardless of size. It is the homeowner's responsibility to assure the tree is dead. It is the sole responsibility of the homeowner to contact St John's County prior to any tree removal.

### **Wells**

Wells may be installed for irrigation purposes only. The homeowner is responsible so that well water will not cause any staining on surfaces. If any staining does occur, the owner will need to have the stains removed 100% or replace the items stained and have a Stain Tank installed or discontinue using the well water for irrigation. If the adjacent owner has any staining due to the well water intruding onto their property to include, not limited to, fencing, landscaping, home, etc. the owner of the well water is responsible for cleaning, replacing the areas that were affected by the well water to the adjacent neighbor's property. ARC submission required.

### **Windows**

Window replacements must have approval prior to ordering windows.

**ATTENTION PART TIME RESIDENTS OR IF YOU ARE GOING ON VACATION: When securing your homes during your absence for extended periods, please be sure to include all exterior lawn furniture, garden statuary, shepherd's hooks, flowerpots, and anything that could become a projectile in high winds. Make sure these items are taken inside prior to your departure.**