

**ARCHITECTURAL
GUIDELINES
FOR
SOUTHWOOD OA
ST. AUGUSTINE, FL**

**ADOPTED: JUNE 27, 2025
AMENDED: June 26, 2026**

**BY:
THE BOARD OF DIRECTORS
SOUTHWOOD OWNERS ASSOCIATION, INC.**

**Professionally managed by:
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The Southwood OA Architectural Review Committee (ARC)—The main objective of the ARC and these guidelines is to preserve and enhance property values in the community and maintain a harmonious relationship among structures, vegetation, topography, and the overall design of the community.

PURPOSE: The Southwood OA ARC Guidelines standardize and maintain the external integrity of all homes within the Southwood community. They are intended to inform existing and future homeowners of requirements for maintaining their existing appearance and following procedures for requesting any desired changes or modifications to individual properties.

INTENT: Any additions or modifications, other than routine landscaping maintenance, must have written approval from the ARC before any changes are made unless otherwise noted in the following guidelines. Exceptions include the changing of small, non-creeping bedding plants & flowers. When in doubt, submit an ARC Form to include detailed information on your survey or plot plan with the proposed changes.

Responsibilities: Owners are responsible for repairs to existing structures, landscaping, painting, turf grass, and additions, among other tasks. No application is required for repairs to return the item to its original condition. If you are unsure or have questions, please contact Watson Association Management to determine if an application is required.

The ARC reviews all applications for exterior changes. Site inspections will be conducted to review the submission and, if necessary, support an ARC decision. 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 time-efficiently and professionally. Homeowners are encouraged to plan for a 30-day review process upon receipt of the ARC submission. Homeowners should not commit to any contract until they have received written approval.

We appreciate your cooperation and adherence to these guidelines. The ARC will communicate via email or schedule a meeting if needed for a submission. Previous approval of a similar request does not guarantee future approvals on current or additional properties.

The owner is responsible for submitting a survey for ARC approvals. If a survey is not submitted when required or requested, the application will be denied as incomplete.

ATTENTION PART-TIME RESIDENTS: When securing your homes during your absence for extended periods, please include all exterior lawn furniture, garden statuary, shepherd's hooks, flowerpots, and anything that could become a projectile in high winds. Ensure that these items are taken inside before departure

Application Procedures:

- A. Complete the Application form and attach all required exhibits.
- 1) To obtain an ARC Form, contact management or download it from your owner's portal-
portal.watsonassociationmanagement.com
 - 2) Include full details of the proposed change(s). Information to include, but is not limited to, the type of material, size, height, color, location, etc. Please provide exterior changes marked on your survey if a survey is required for your submission.
- B. An application will not be accepted unless it is submitted with an ARC Submission completed and appropriate exhibits, if required.
- C. Send your submission by email, mail, or hand deliver to management. Your submission will be reviewed by management. If all information is completed, it will be forwarded to the ARC for review and a decision. If more information is required, you will be contacted.
- D. It is the applicant's responsibility to ensure that Management receives the application. If you are still waiting to 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 the Committee's written approval of the submission. Therefore, no commitment for labor and/or materials should be given to contractors before receipt of written approval.
- F. If you do an exterior change without prior permission, or you do not do the work per your ARC approval, the following will take place:
- 1) You will need to remove the change you made. (If it is a tree that was removed, please refer to the Governing Documents for the charge you will need to pay).
 - 2) The association will hire someone to correct the outside change that was made without permission.
 - 3) You could be fined up to \$100.00 per day for up to 10 days until the correction is made, per FL Statutes.

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ARC GUIDELINES

1. Antenna Systems/Satellite Dishes: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) Antennas, masts, towers, poles, and aerials submissions.
- b) One satellite dish, one meter or less, is permitted but must be installed on the unit's roof.

2. Driveways: ARC APPROVAL REQUIRED

- a) Driveways can be widened but may not exceed 18 feet in total width. Additional width must be equal on both sides – **SURVEY REQUIRED**
- b) Textured driveway coatings are NOT allowed. If you have a pre-approved texture coating, you can maintain the coating with ARC approval. No new textured driveways will be allowed.
- c) Concrete sealer/staining is NOT allowed. If you have a stained pre-approved driveway, you can maintain the stain with ARC Approval.
- d) Any pre-approved textured driveway coatings and any application of stain coatings applied to driveways must stop at the beginning of the sidewalk if applicable. Sidewalks are SOA property.

3. Entry Screen Doors: ARC APPROVAL NOT REQUIRED

Entry screen doors may be the same color as the body of the house, trim, or white.

4. Air Conditioners, Propane Tanks, & Generators: LIMITED ARC APPROVAL -SURVEY REQUIRED

Air conditioner replacement, if in the exact location, ARC APPROVAL NOT REQUIRED

Generators: ARC APPROVAL REQUIRED- SURVEY REQUIRED

- a) Whole-house generators must be placed on a cement slab and adequately anchored to avoid becoming a danger in severe weather.
- b) Standard white vinyl fencing or approved shrubbery to hide from street view.
(See Fences and Privacy Hedges)
- c) Fencing or shrubbery cannot obstruct lawn maintenance.
- d) No portion shall encroach on adjacent properties, either above or below ground.
- e) Shrubby must be a minimum of one (1) foot from adjacent properties at maturity.

Propane Gas Tanks: ARC APPROVAL REQUIRED- SURVEY REQUIRED

(The owner must follow the current St. Johns County Fire Marshall Code at the time of submission)

- a) May be located on the side or rear of the home.
- b) Tanks with 125 gallons or more capacity, location determined by the current County Code.
- c) All tanks must be securely anchored in the event of severe weather.
- d) Small propane tanks for outdoor household grills do not require ARC approval.

5. Exterior Lighting/Security Floodlights: ARC APPROVAL NOT REQUIRED

Exterior Lighting

- a) Clear or white low-voltage or solar landscape lighting and low-voltage up-lighting of trees

are permitted.

- b) Lights can only be placed inside landscape beds so as not to interfere with the lawn maintenance.
- c) Strands of lights used to decorate trees, shrubs, landscape beds, houses, garages, etc. whether clear, white, or colored, they are considered holiday decorations and are not permitted to be used as landscape lights.

Security Floodlights:

- a) Motion security lighting cannot be set for more than five (5) minutes.
- b) Lights cannot be directed toward other homes.

6. Exterior Storage: No utility sheds or similar structures of any type are allowed.

7. Fences, Privacy Hedges & Walls: ARC APPROVAL REQUIRED– SURVEY REQUIRED

Follow the guidelines below for air conditioners, generators, and propane tanks using fence or shrubbery.

HOMES NOT ON POND LOTS:

- a) Fencing and/or privacy hedges that define adjacent property lines are prohibited.
- b) Fencing and/or privacy hedges are allowed up to the front corners of the home to the back property line with the following guidelines:
 - 1. The maximum size may be a 6' H X 18' L white vinyl fence or shrubbery 6' H X 18" L.
 - 2. The 6' fence style may be a panel, dog ear, or lattice top.
 - 3. If approved, the fencing is the responsibility of the owner to keep clean on both sides and in good repair.
- c) Property owners who have backyards backing up to The Shores (upper Ridgewood, Crestwood, and Eastwood) may erect rear-property privacy fences.
- d) Pet fences are allowed in the rear of the home.
 - 1. The fence cannot extend past the footprint of the back of the home.
 - 2. Maximum height 4' installed.
 - 3. White picket vinyl.
 - 4. To accommodate the landscapers, one (1) gate with an opening no less than 48 " is required.
- e) The owner is responsible for trimming around the perimeter of the fence and keeping it clean and in good repair.
- f) Walls are not permitted.

HOMES ON POND LOTS:

- a) Fencing and/or privacy hedges that define adjacent property lines are prohibited.
- b) Fencing and/or privacy hedges are allowed up to the front corners of the home and the back corner of the home with the following guidelines:
 - 1. Maximum size 6' H X 18' L white vinyl fence or 6' H X 18' L shrubbery.
 - 2. The 6' fence style may be a panel, dog ear, or lattice top.
 - 3. If approved, the fencing is the responsibility of the owner to keep clean on both sides

- and in good repair.
- c) Pet fences are allowed in the rear of the home.
 - 1. The fence cannot extend past the footprint of the back of the home.
 - 2. Maximum height 4' installed.
 - 3. A black or bronze aluminum picket fence must have a flat top.
 - 4. To accommodate the landscapers, one (1) gate with an opening no less than 48 " is required.
 - d) The owner is responsible for trimming around the perimeter of the fence and keeping it clean and in good repair.
 - e) Walls are not permitted.

Fences for Trash/Recycle Containers – ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) A privacy fence to conceal the receptacles is permitted with the prior approval of the ARC.

8. Flags and Flagpoles: LIMITED ARC APPROVAL – SURVEY REQUIRED

Homeowners must comply with the Federal and State Flag Code, which is available on the Southwood portal: portal.watsonassociationmanagement.com

No flag may be displayed that is obscene, indecent, profane, controversial, or that contains a political message, gang affiliation, or advertising. In its sole discretion, the Board of Directors may deem a flag to be inappropriate and require it to be removed within 24 hrs.

- a) **House-mounted flagpoles (ARC APPROVAL NOT REQUIRED)** may not exceed five (5) feet in length and are limited to one (1) per lot. U.S. and State of FL flags, decorative flags, military affiliation flags, and sports-related flags may be displayed no larger than 3' x 5'.

- b) **Freestanding flagpoles (ARC APPROVAL REQUIRED – SURVEY REQUIRED)**

- 1. All flags and flag poles must adhere to the Federal Flag Code, which is available on the Southwood Portal - portal.watsonassociationmanagement.com
 - 2. One freestanding flagpole not exceeding a height of 15'.
 - 3. One United States flag of a maximum size of 3' x 5'
 - 4. One official flag of the State of Florida, US Army, US Navy, US Air Force, US Marines, US Coast Guard, or POW-MIA, must be equal to or smaller than the United States flag.

- c) **Garden flags (ARC APPROVAL NOT REQUIRED)**

- 1. May not exceed a maximum size of 16" x 24" nor exceed a display height of 3'
 - 2. The location of the garden flag is limited to landscape beds so as not to interfere with lawn maintenance.

Under no circumstances are flags with obscene or inappropriate wording, images, or political views allowed.

9. Game and Play Structures: ARC APPROVAL REQUIRED – SURVEY REQUIRED

Play equipment (i.e., swing sets, play structures, playhouses, sandboxes, etc.

Game and Play Structures are not allowed on lakefront lots.

- a) The submission is to include a detailed description of the structure and a detailed sketch

- indicating a proposed location on the lot and the dimensions of the structure.
- b) The location is limited to the rear yard of the lot, out of view from the street, and no less than 15' from a neighboring property line.
 - c) All structures must be storm-secured.
 - d) Slides and tube slides shall be dark green.
 - e) All wooden play structures shall be stained with a tinted sealant to preserve the appearance/finish and to minimize the visual prominence of the structure.
 - f) The owner is responsible for maintaining the lawn area around the structure(s).
 - g) The owner is responsible for keeping them clean and in good repair.
 - h) ARC may require additional landscaping to screen structure(s) from adjacent properties.
- The following structures are prohibited:
- a) Trampolines.
 - b) Permanent and temporary skateboard, bicycle, and other recreational ramps.
 - c) Basketball goals.
 - d) Metal play structures or structures of bright or fluorescent colors.

10. Garage Door Screens: ARC APPROVAL REQUIRED

- a) Sectioned sliding and overhead garage door screens are allowed.
- b) The framing should be white or the same color as the home or trim color.

11. Garden Statuary/Yard Art/Trellises/Shepherds Hooks: LIMITED ARC APPROVAL REQUIRED
Garden statuary/yard art:

- a) It must be made from long-lasting, earth-friendly materials, such as stone, concrete, resin composite, metals, and wood.
- b) No plastic, rubber, or vinyl statuary is allowed.
- c) If taller than four feet (4'), **ARC APPROVAL REQUIRED.**
- d) Garden statuary/yard art is limited to 3 pieces visible from the street.

Shepard Hooks/Trellises: LIMITED ARC APPROVAL REQUIRED

- a) Shepherd hooks and plant supports no taller than 8' are permitted without ARC approval.
- b) White vinyl climbing plant supports (trellis), shepherd's hooks, and metal plant supports under (8') eight feet are allowed without ARC Approval.
- c) White vinyl climbing plant supports (trellis), shepherd's hooks, and metal plant supports over (8') eight feet **ARC APPROVAL REQUIRED.**
- d) Arched trellises **ARC APPROVAL REQUIRED.**
- e) ARC has the right to limit the quantity at its discretion.

NOTE: In severe weather warnings and actual (hurricanes, tropical storms, tornadoes, northeasters, thunderstorms accompanied by high wind, etc.) – **All unsecured garden structures and statuary must be brought indoors. NO EXCEPTIONS!**

12. Gutters and Downspouts: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) The gutters and downspouts must be white or custom-painted/powder-coated to match the body or trim of the home.

- b) The placement of the downspouts must be submitted on your survey to ensure your neighbor will not have any washouts from the water.

13. Holiday Decorations – ARC APPROVAL NOT REQUIRED

- a) Holiday decorations may be displayed two weeks prior to the Holiday and must be taken down the weekend after the Holiday, Flag Day, Veterans Day, Valentine's Day, Easter, July 4th, etc.
- b) Halloween Decorations: Decorations may be displayed beginning September 30th and must be removed by November 7th.
- c) December Holiday Decorations: Decorations may be displayed beginning on the Thanksgiving Holiday and must be removed during the first weekend after January 1st the following year.

All decorations must be placed in the landscaping beds. If decorations are on the lawn, your grass will not be mowed. If decorations do not allow for landscape bed trimming, trimming will not be performed when decorations are present.

14. Hurricane Shutters, Permanent: LIMITED ARC APPROVAL REQUIRED

See the SW Rules and Regulations and the Hurricane Protection Policy when the storm shutters can be implemented.

- a) Hurricane shutters may be installed.
- b) Automatic or Manual Roll-Down shutters are acceptable permanent hurricane shutters. Approved colors are white or clear only. **ARC APPROVAL REQUIRED.**
- c) Acceptable temporary hurricane protection includes storm panels or wood. **ARC APPROVAL NOT REQUIRED.**
- d) Prohibited hurricane shutters include Bahama and Colonial.

15. Lanai Enclosures: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) Expansion of any lanai beyond the width of the rear of the home will not be permitted.
- b) Detailed plans must be submitted.

16. Laundry & Outdoor Drying: LIMITED ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) Outdoor drying of laundry, beach/pool towels, rugs, or other items must be done in areas that are thoroughly screened from the view of neighbors and our streets.
- b) A clothesline may be erected in the backyard of a home, provided it is not visible from the street, adjacent homes, or common areas. **ARC APPROVAL REQUIRED.**

17. Mulch: ARC APPROVAL NOT REQUIRED

- a) No rubber mulch of any kind or color is allowed.
- b) Wood mulch varieties and stone are allowed around shrubbery, trees, and existing planting areas.

18. Painting – House, Garage Door, and Exterior Doors: ARC APPROVAL REQUIRED

Only original manufacturer's paint can be used – Benjamin Moore or Sherwin-Williams Depending on the color palette you choose. Reference March 28, 2025, BOD Meeting Minutes. Tell the paint store, either, Benjamin Moore and Sherwin-Williams you live in Southwood OA and you will receive a discount.

- a) Attachment "A" provides a list of approved color combinations from which you can choose.
- b) Color Pallet Books are available for owners to view. Please get in touch with management.
- c) No other color combinations are allowed. If the current color of your home is not on Attachment "A," please contact management.
- d) Garage doors, including the garage side access doors, may be painted the same color as the body of the home, trim or white, no other color.

19. Patios: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) The structure cannot exceed the outside width of your home and should be consistent with the size of your home and yard.
- b) Pavers or cement are allowed.

20. Pergolas: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) Cedar, composite wood, metal, or vinyl only.
- b) No lattice allowed.
- c) No permanently enclosed roofs.
- d) The Pergola cannot be taller than 10 feet.
- e) Posts must be cemented or securely tied down.
- f) The position of the pergola must be set back from the rear property line no less than 5' and must be placed in the rear of the home, where it cannot be seen from the street.

21. Planting Beds/Hardscape Edging – New or Expanded: LIMITED ARC APPROVAL REQUIRED – SURVEY REQUIRED

Owners are advised to contact "Locates" by calling 611 for utilities and FL Landscaping for Irrigation locations.

Planting Beds

- a) A detailed sketch on your survey indicating a proposed location on the lot, dimensions, plant types, and estimated heights at maturity.
- b) Cannot interfere with lawn maintenance.
- c) No portion of the planting area or plants within it, either above or below ground, shall encroach on any adjacent properties.
- d) All plantings must be a minimum of one foot (1') from adjoining property at maturity.
- e) ARC approval is not required for most plantings or biodegradable landscaping treatments (i.e., mulch) if the existing landscape scheme is maintained.
- f) ARC approval is not required for the replacement of turf grass with the same type/variety of grass.

g) A from-seed replacement of your entire front yard grass is not allowed. Replacing your entire front yard grass or large portions requires sod planting.

Hardscape Edging: ARC APPROVAL REQUIRED– SURVEY REQUIRED

Hardscaping is restricted to existing planting areas and may not project into the lawn in any way that impedes lawn maintenance. The homeowner is responsible for maintaining all edging in good repair.

- a) Only concrete, brick, rock, or stone edging material is allowed to edge landscaping beds in the front of a home or, in the case of a corner lot, on the side of a house that faces the street. **Plastic edging is not allowed in these areas.**
- b) Plastic edging is permitted to enclose 6" – 12" of river rock placed around the sides and the back of a home to protect the walls from possible damage caused by mechanical weeding and mowers provided that no more than 1" of plastic edging is above the ground's surface.

22. Pools, Spas, & Hot Tubs: ARC APPROVAL REQUIRED – SURVEY REQUIRED

Owners are advised to contact "Locates" by calling 611 for utilities and FL Landscaping for Irrigation locations.

- a) Above-ground swimming pools are not permitted.
- b) The pool/spa cannot exceed the house footprint.
- c) Runoff from pool drainage must be included in the overall plan submitted.
- d) Pool runoff or drainage cannot be disbursed in the drainage system or the ponds.
- e) Pumps and motors for pools and related equipment must be screened by shrubbery or an L-shaped 4' white vinyl fence, see Fence/Shrubbery.
- f) The contractor's plans must be submitted in their complete form.
- g) Any variation from an approved plan must be submitted for reconsideration.

23. Roof Replacement/Repair: ARC APPROVAL REQUIRED

- a) The roof must be the same style and color, and with asphalt shingles of equal or greater quality of the roofing being replaced.
- b) Contact management for the pre-approved manufacturer colors.

24. Room Additions/Alterations: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) Any room additions or alterations to the home's existing exterior must remain within the home's existing width and elevation.
- b) Detailed blueprints from the contractor must be submitted, including the size, material, and other relevant details.
- c) The ARC may also require the submission of samples of building materials and additional information that may be necessary for the ARC to evaluate the proposed addition or alteration completely.
- d) Homeowners should not commit to any contract until they have received written ARC approval.

25. Signs – For Sale/ Rent: Only signs For Sale/For Rent are allowed. See sign specifications.
No other signage is allowed.

26. Solar Panels/Collectors: ARC APPROVAL REQUIRED

- a) Solar collectors must be installed in a way that is as inconspicuous as possible.
- b) Collectors must be attached only to the roof, not free-standing or ground-mounted.
- c) Every effort must be made to camouflage the plumbing and support for the collectors.
- d) Any tree removal required to permit increased solar exposure to the collectors must be included in your ARC submission.
- e) The contractor's paperwork for placement on your roof must be submitted.

27. Trees and Follage: LIMITED ARC APPROVAL – SURVEY REQUIRED

Tree Removal: ARC APPROVAL REQUIRED – SURVEY REQUIRED

Owners are advised to contact “Locates” by calling 811 for utilities and FL Landscaping for Irrigation locations.

Burning trash, leaves, clippings, or other debris is prohibited in Southwood.

- a) Diseased, dead, or damaged trees must be removed.
- b) When seeking ARC approval to remove a tree, please include a replacement tree in your submission.
- c) The type of tree to be removed and the type of replacement tree must be included on your survey.
- d) Trees must be a minimum of 5 feet in height after being planted.
- e) When removing a tree, the following must be completed:
 - 1) The stump must be ground down below ground level, including any roots which are protruding above ground level must be removed.
 - 2) The area is to be leveled to the elevation of the rest of your yard and have sod laid if this tree is in an area that would require sod; if in a flower bed or other type of landscaped bed, your pre-existing ground cover should cover the area.

The conservation easement is a legal agreement designed to preserve the property in its existing natural condition and to prevent use that would impair the environmental value of the property. Removal of trees located in the conservation easement requires approval from the St Johns River Water Management Department before requesting ARC approval. The ARC must have a copy of the SJRWMD approval letter attached to the submission. If approved by the ARC, the following provisions must be followed:

- a) Only the scope of work provided by the SJRWMD can be completed.
- b) No heavy equipment may enter the conservation easement.
- c) No other impacts on the conservation easement may occur.

Follage Trimming: ARC APPROVAL NOT REQUIRED

- a) When trimming tree foliage, no cuttings may be placed at the road sooner than 48 hours before the scheduled pick-up day.
- b) Tree foliage cannot be placed on the road.
- c) Owners must maintain a minimum vertical clearance of 14' 5" between the road surface

and foliage extending beyond the owner's property line is to be maintained. This is required by the Fire Marshal Code for emergency vehicles to pass without getting scratched.

- d) Owners must maintain a minimum vertical clearance of 7' between the sidewalk surface and all foliage that extends over the sidewalk.

Please note: The ARC may make an exception if it deems a replacement tree unnecessary.

28. Windows: ARC APPROVAL REQUIRED – SURVEY REQUIRED

- a) All visible window components must be white on the outside.
- b) All windows on the front of the home must include white Grids.
- c) Side slide windows are allowed for all windows. On the front of the home, the window must have a larger grid in the middle to give the appearance of a double-hung window.
- d) The contractor's scope of work must be submitted to the ARC.
- e) Homeowners should not commit to any contract until they have received written ARC approval.

For Sale/ Rent Signs:

- (a) **Standard Real Estate Sign**
- (b) **Commercially Printed**
- (c) **Generic Vinyl or Metal**
- (d) **Block Lettering or Numbering in Black**
- (e) **Signage not to exceed 10 inches by 12 inches in dimension**
- (f) **Mounted on a 4 inch post**
- (g) **Signage placed a minimum of 1 foot from the back of curb or sidewalk towards the house. It is the Homeowner's responsibility to avoid any underground utilities.**

Prohibited materials are: common everyday cardboard and plywood. NO sign is to be handwritten or painted.

