

STEINHATCHEE LANDING OWNERS ASSOCIATION, INC.
ARCHITECTURAL CONTROL AND RESTRICTIVE COVENANTS

No building, fence, wall or other structure shall be commenced, erected or maintained upon the properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, material, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an Architectural Committee composed of three (3) or more representatives appointed by the Board. In the event said Board, or its designated Committee, fails to approve or disapprove such design and location within thirty (30) days after said plans and specifications have been submitted by it, approval will not be required and this Article will be deemed to have been fully complied with.

All requests for tree removal shall be submitted to The Board of Directors along with a plan showing the location of such tree.

Applications must be submitted at least seven (7) days prior to the ARB monthly meeting in order for it to be considered at that meeting. All information requested on the application must be completed or the application will be considered incomplete and returned.

REVIEW AND APPROVAL PROCEDURES

The ARB meets once each month to consider homeowner requests. The date of the upcoming ARB meetings will be posted in the community newsletter and on the notice board on the porch of the SLOA office. Homeowners are welcome to attend the ARB meetings at which their application will be reviewed in order to provide clarification and for the parties to reach mutual understanding of the proposals and requirements.

The ARB will first check each application for complete information. If the information pertinent for the review of the application is missing, the incomplete application will be returned to the homeowner and the missing information will need to be submitted before the ARB will consider it for approval. If the application is complete, the review process will begin based upon the guidelines set forth in this document.

The ARB will use its best efforts to send notification of the approval/disapproval to the Management Company within seven (7) days after the meeting at which the application was reviewed. The Management Company will record the decision and forward the results to the homeowners within an additional seven (7) days. The decision of the ARB will be sent by letter to the address on the application, whether or not the applicant attends the meeting. **The applicant must realize the ARB's decision is not binding until ten (10) working days after receipt to allow time for the appeal process.**

Should any applicant require information or clarification on the ARB's decision following the committee's monthly meeting, the homeowner may submit a request to the ARB in writing to attend the next scheduled ARB meeting to review the matter with the ARB.

Preconstruction approvals granted by the ARB are deemed to be "conditionally approved". The homeowner must ensure that all conditionally approved alterations be completed within 180 days of

the date of approval by the ARB. If the alteration cannot be completed within this period, a written extension request must be filed with the ARB prior to the expiration of the 180 days. Once an alteration has been conditionally approved, modifications to the original request must be submitted in writing to the ARB with the original alteration request for review/approval prior to making modifications.

The owner must notify the ARB in writing within 30 days after completion of the improvement in order to request “final approval”. At this point, the ARB will review the completed project to ensure that it meets the specifications set forth in the original application. Once the ARB grants final approval, the project will be recorded as such within the HOA'S files. This will prevent delays when the homeowner tries to sell their property.

If an owner commences exterior alterations (that require ARB approval) without receiving written conditional approval or completes work without seeking ARB final approval within 30 days, then the ARB, the Association, or any Member can recommend appropriate legal action to the HOA's Board of Directors.

DECISION APPEALS

An appeals procedure exists for those affected by an unfavorable ARB decision. The appeal is to the Board of Directors. To initiate the appeals procedure, the applicant or other affected resident must submit a written request to the BOD within ten (10) days of the applicant receiving the ARB decision. The BOD has twenty (20) days to review the appeal. Therefore, the final BOD approval may require an additional forty (40A) days to become official after being tentatively approved or disapproved.

Appeals will be heard if the applicant or those affected can demonstrate that the ARB **failed to meet** any of the following criteria:

1. To follow proper procedures during the administration and review process.
2. To provide a fair hearing to the applicant and any other affected residents.
3. To render a decision that was rational and not arbitrary.

OBJECTIVES OF ARCHITECTURAL GUIDELINES

This document's objective is to guide homeowners, residents, and members of both the ARB and the BOD in maintaining and enhancing Steinhatchee Landing Reserves environment. The standards described in this booklet address improvements for which homeowners most commonly submit applications to the ARB. They are not intended to be all-inclusive or exclusive, but rather to serve as a guide to what is permissible. The specific objectives of this booklet are:

1. To increase residents' awareness and understand of the Covenants.
2. To focus on all exterior alterations made by owner.
3. To describe the organizations and procedures involved with the Architectural Guidelines established by the Covenants.
4. To illustrate design principles which will aid residents in developing exterior improvements that is in harmony with the immediate neighborhood and the community as a whole.
5. To assist residents in preparing an acceptable application to the ARB.
6. To provide uniform standards to be used by the ARB in reviewing applications.
7. To protect and enhance the value of the community by preserving and enforcing the Declaration of Covenants Conditions and Restrictions.

STEINHATCHEE LANDING DESIGN GUIDE

Block H: Lots 8-13

Lot and House Planning Criteria Varies

Front Yard Setback	15 feet from the property line as shown on the development plan survey.
Development Area	No more than 80% of the development area may be developed. The development area is the potential building area inside the setbacks for the lot.
Side Yard Setback	Seven feet and six inches.
Rear Setback	Varies per lot. See actual setbacks displayed on specific lots. Setback will be approved by the ARB.
House Size	

Block A: Lots 16, 23-26 & Block D: Lots 1, 2, & 14

Lot and House Planning Criteria

Front Yard Setback	Varies. Refer to the development plan for specific setbacks.
Development Area	80% of the development area may be developed. The development area is the potential building area inside the setbacks for the lot.
Side Yard Setback	Varies. Refer to the development plan for specific setbacks.
Rear Setback	Varies. Refer to the development plan for specific setbacks.
House Size	All Lots: 1 to 2 ½ stories plus tower. All units not currently existing are subject to a minimum size of 1,400 SF, heated and cooled. Half Story: Any half story must be within the roof structure. Knee walls are limited in height to 2 feet. Dormers are limited in width to 60 inches as measured on the exterior from outside of corner trim to corner trim. Tower floor level cannot exceed 75% of the height of the roof rise.
House Location	The front porch must be place on the front setback.
Secondary Elements	Towers are permitted, not to exceed 225 sq. ft., and in general square in shape. Cupolas and widows walks are permitted on

all lots. Widow's walks cannot exceed the top of the ridge by more than 2 feet. Roof over widow's walks are not permitted. No dish antennas, towers, or other antennas may be placed on any lot unless prior approval is obtained from the ARB.

Colors Main bodies shall be painted muted tones to blend in with the colors found in the Landing. The trim color may be monochromatic, tone on tone or a complementary contrasting color. Stark white trim and windows are not permitted. The accent color shall generally be chosen to complement and contrast with the main body while also harmonizing with the main body and trim colors.

Encroachments Only stair treads, landings, roof overhangs and compressors may be located in the setback areas. Compressor screens and roof overhangs may be no closer than one foot from the property line.

Storage and Out Buildings Out buildings and storage structures are not permitted. All miscellaneous storage facilities must be located under the primary footprint of the house.

House Identification If the name of the house is to be displayed, the location must be shown on the Preliminary Design Submittal in detail.

Parking All parking spaces shall be located on the lot. The number of required parking spaces shall relate to the sleeping capacity and number of families that may inhabit the house. Owners are encouraged to provide a minimum of two spaces, side by side, or free to move independently. The required number of spaces shall be:

2 & 3 Bedrooms	2 Spaces
4 Bedrooms	3 Spaces

Corner Trim, Girder & Joists If corner trim is used, trim shall be a minimum of 2x6 pressure treated material. At the first floor, floor joists must bear on top of girders. Floor band must include a water table at the level of the porch decking.

DESIGN GUIDELINES

Porches and Railings Porches shall be located on the front setback line unless trees worth preserving are present. The clear space between columns and siding shall be a minimum of eight feet. Porches may be screened or partially shuttered. If used, shutters must be operable. Columns shall be simply detailed and shall be in proportion to the height, span and scale of the house. Butt board or T&G board ceilings with or without exposed beams

and trim are encouraged. A full façade on all porches is required. Railings shall be traditional wood with closely spaced members not to exceed 5". Top rails shall be shaped, with a minimum height of 41".

Towers, Cupolas, and Widow's Walks

Where permitted, towers shall be a maximum of 225 SF and shall be in scale to the main body. Widow's walks and cupolas shall be centered within the mass of the main body. Widow's walks and cupolas may not be larger than one fourth of the footprint of the main body. Widow's walks and cupolas bearing plates may extend above the roof ridge by a maximum of 2 feet. Widow walks and cupolas shall be in scale with the main body. Houses may have only one of these elements.

Foundations

Wood pile, stucco or brick piers with wood frames made of boards, vertical pickets or perpendicular lattice.

Siding

Wood or fiber-cement boards in lap, flush, or drop configuration. Wood or fiber-cement board and batten siding. Wood or fiber-cement board shingles applied in a simple pattern. Siding shall course to coordinate with the heads and/or jambs of window and door openings. All exterior fasteners shall be stainless steel.

Windows

Windows shall have vertical proportions and plain trim with minimal ornamentation. Windows shall be wood or clad with the appearance of traditional true-divided clear glass lights. Submit window manufacturer's specifications and color sample for approval.

Doors

Doors shall be wood or clad with clear glazing and/or flat panels. Glazing shall have the appearance of true-divided lights. Typically centered in the bay, they may have sidelights and/or transoms.

Exterior Hardware

The front door shall have a passage set and a separate keyed dead bolt, and if on the rental program, an additional privacy lock that can be operated only from the inside. Interior hardware shall be corrosion resistant.

Screens

Screens shall be framed between columns. Screens shall be a uniform synthetic charcoal or gray material.

Trim

Wood trim shall be in proportion to the size of the opening with a minimum width of 3 ½" around windows & doors, 5 ½" at all exterior corners. Trim shall project a minimum of ¾" past the

	leading edge of the adjacent siding. Siding must abut trim (trim shall not be installed on top of siding).
Shutters	When used, painted OPERABLE wood shutters are to be used. Hardware shall be corrosion resistant in a compatible color. Styles may be louvered, paneled or planked and awning shutters are permitted.
Roofs	Roofs shall be galvalume in a 5V crimp, Rib Panel, PBR Panel or corrugated profile. No standing seam patterns are permitted. No colored roof material is permitted. All roof rafters will be exposed in the eaves past the outside walls. Eaves are not allowed to be boxed in.
Gutters	Gutters are not encouraged. If used, profiles must be half circle galvanized, galvalume, copper or other approved metal gutters with circular downspouts or chains. Minimize splices and coordinate joints with the column and rafter rhythms.
Fireplaces	Fireplaces shall be a traditional wood burning masonry or wood stove, zero-clearance insert, authentic masonry construction. Ventless fireplaces are not recommended but if used, they may be installed only if they do not have an impact on the exterior walls visible by the community. All pipe flues will be covered up. No exposed flues.
Exterior Lighting	Exterior lighting shall be kept to a minimum, limited to porches and courtyards and to mark paths where necessary. The intent is to have an enticing low level throughout the community that creates a warm ambience and maintains views of the night sky and stars. The light source shall be shielded from view when possible. Bright spotlights are not allowed. The brightness of any single exterior house light fixture is not to exceed the lumen value of a 40W-A lamp. The brightness of any single exterior site light fixture is not to exceed the lumen value of a 25W-A lamp.
Rental Homes	In accordance with the State of Florida Statutes, owners who want to place their home on the Rental Program are required to install the following equipment: - Fire Extinguishers - Smoke Detectors - Latch Bolts - Emergency Lighting

DESIGN REVIEW BOARD INFORMATION

Applications and submissions are to be delivered, mailed or FedEx to SLOA at: PO Box 193, Steinhatchee, FL 32359 along with a full copy of the architectural documents.

ARCHITECTURAL REVIEW BOARD CRITERIA

The following criteria provide the basis for the decisions used by the ARB reviewing applications for exterior property improvements and evaluating homeowner lots for compliance. The ARB shall review and evaluate all requests for alterations based on the individual merits of the proposed alterations. ARB decisions shall be based on a majority vote of the ARB.

The ARB shall follow, but not be limited to, the following criteria in its decision making process:

Architectural Integrity - Proposed alterations must be architecturally sound and appropriate to the surroundings, and compatible with the architectural characteristics of the property, the surrounding properties, and the neighborhood setting. Quality of workmanship, architectural style, materials, colors, and construction details must be consistent and in harmony with the existing structures.

Color – The Color of proposed alterations or additions to existing structures must have roofs, trim, and siding that match or are complimentary with the color of the primary structure. Changes to the color of doors, shutters, trim, siding, roofing, etc., must have prior written ARB approval.

Scale – The size of improvements must be consistent in scale to the existing surroundings.

Site Plan – A scaled drawing of the lot that shows the exact dimensions of the property, adjacent properties if applicable, and all improvements, including those covered by the application. Contour lines are required where drainage is a consideration. In most cases, the site plan for single applications should be developed from the plan provided to you when you purchased your home. More complex applications may require larger scale (20 or 10 scale) blowups of the plan. Plans must include exterior lighting, especially along walkways and on steps. Owners of new houses must construct parking spaces and walkways as needed to walk from the parking area to the entry steps. Any owner deemed to be out of compliance with the above requirements may be assessed fines and penalties as deemed appropriate. The Board is granted authority to bring the unit into compliance and pass the cost of said improvement to the owner.

Steinhatchee Landing Owners Association, Inc.
ARCHITECTURAL REVIEW APPLICATION INSTRUCTIONS

1. For all new home construction, initial construction, structural modification, substantial alteration or major addition you must also complete a "Substantial Alteration Application" and follow the instructions included with that application form. You must provide a copy of liability insurance and property damage insurance.
2. An Architectural Review Application Form must be submitted to the ARB PRIOR to making any change to the exterior of your property, home or landscape, including but not limited to: Initial construction; Additions; Roofing; Screen Enclosures; Fences; Gutters; Hardscaping (Patios, Sidewalks); Landscaping (Removal or Addition); Exterior Antennas/Satellite Dishes; Changes to Exterior Finish (Paint, Stucco, Stone, Etc.).
3. Any change to the exterior of your property, home or landscape must comply with the "Building Design Guidelines.
4. The approval process can take up to thirty (30) days from the date the ARB receives your proposal; therefore, please plan accordingly. A final approval letter will be mailed to the owner.
5. Be sure to complete the relevant portion(s) of the form and sign as indicated on the form.
6. The following information **must** be included (as required by the ARB): copies of plans, site plan, survey, setbacks, specifications, dimensions, materials, plant names, sample color chips (not just the color name & number), fence style, any other pertinent information.
7. The ARB shall have the final approval of all exterior color plans.
8. Mail or e-mail your Architectural Review Application to the address specified on the form.
9. All decisions are based on the Declaration of Covenants, Conditions and Restrictions of Steinhatchee Landing Owners Association, Inc. as well as, standards promulgated by the ARB to carry out their intent. The ARB may solicit input from the SLOA Board of Directors in making their decision.
10. Please retain a copy for your records.

The purpose of the ARB is to work with each homeowner to make aesthetically pleasing changes and additions to their homes and our community. We look forward to working with you!

*In order to process your request in a timely fashion, this form and any accompanying documentation **must** be submitted to the ARB for approval **prior** to the commencement of any work on the property.*

Please refer to the Steinhatchee Landing Declarations of Covenants if you have any questions.

Steinhatchee Landing Owners Association, Inc.
ARCHITECTURAL REVIEW APPLICATION

This is a request form to be completed by the lot owner and submitted to the Architectural Review Board (ARB) before any work commences. Please refer to your Declaration for a description of the ARB and its purpose. Please allow thirty (30) days from the time we receive your submission for the results of this review.

Date of Application: _____

Lot # - Property Address: _____

Owner Name: _____

Mailing Address: _____

Phone Number(s): _____

Email Address: _____

Signature/Date: _____

Description of Proposed Changes/Additions:

☐ Painting ☐ Fencing ☐ Addition ☐ Landscaping ☐ Other (describe below)

Attach a copy of a plot plan or survey showing where the addition such as a fence, porch, etc. is to be located. All materials, dimensions and finishes must be described in detail and color samples must be attached for any paint or other finishes. All requests must conform to the local zoning and building regulations and you must obtain permits if the ARB approves your request.

All applications must comply with the Declaration of Covenants, Conditions & Restrictions for Steinhatchee Landing and any standards or guidelines adopted by the Steinhatchee Landing Architectural Review Board. All applications must include the complete list of attachments specified. Any incomplete applications will be returned. All approvals are subject to the terms and conditions of the Declaration of Covenants, Conditions and Restrictions for Steinhatchee Landing and the Steinhatchee Landing Architectural Review Board.

Please return form to:

SLOA

Sloa1@bellsouth.net

204 Hwy 51 NE

PO Box 193

Steinhatchee, FL 32359

352-498-3565 FAX 352-498-3564

This section to be completed by the ARB

☐ Approved as submitted

☐ Approved with Required Changes (see notes below or on attached plans, drawings or survey)

☐ Denied (incomplete submission, see notes below, if you choose to resubmit you must use a new form)

☐ Denied (see notes below, if you choose to resubmit you must use a new form)

Review Notes/Comments:

Committee Signature/Date: _____

Committee Signature/Date: _____

Steinhatchee Landing Owners Association, Inc.
ARCHITECTURAL REVIEW APPLICATION

Exhibit One

Lot Owner of Record:

Date of Application: _____

Lot # - Property Address: _____

Owner Name: _____

Mailing Address: _____

Phone Number(s): _____

Email Address: _____

Builder/Contractor of Record:

Name: _____

Mailing Address: _____

Phone Number(s): _____

Email Address: _____

FL License Number: _____

PRELIMINARY REVIEW REQUIREMENTS

___ Site plan ¼ scale minimum, show trees over 4", setbacks, easements, dimensioned parking, property lines, perimeter areas, utility pedestals, and North arrow.

___ Floor plans ¼ scale.

___ Roof plans ¼ minimum.

FINAL APPROVAL REVIEW REQUIREMENTS

___ **SIGNED, SEALED & DATED** set of architectural plans & specifications.

___ Design Review Application

___ FOUNDATION PLAN, all floor framing & roof framing plans.

- ___ EXTERIOR LIGHTING PLAN.
- ___ Details of all design features, such as fascia & trim, fireplace, garage doors, etc.
- ___ Typical wall and building sections (materials, roof pitch, fences).
- ___ Location and screening details of mechanical equipment, including required vegetation screening for sound.
- ___ ACCESS, streets, walkways, drives.
- ___ Utility Elements: AC, meters, enclosed garage areas.
- ___ PVC sleeve for utility wires across all driveways and walkways.
- ___ Proposed landscaping vegetation and location.
- ___ Pictures of all outside light fixtures.
- ___ This information is required PRIOR to issue of Letter of Final Approval.

Steinhatchee Landing Owners Association, Inc.
ARCHITECTURAL REVIEW APPLICATION

Exhibit Two

Lot Owner of Record:

Date of Application: _____

Lot # - Property Address: _____

Owner Name: _____

GENERAL INFORMATION:

Lot Dimensions: _____ Sq. Ft.

Total Development Area: _____ Sq. Ft.

Stories of Heated Space: _____

First Floor Air Conditioned Space: _____ Sq. Ft.

Second Floor Air Conditioned Space: _____ Sq. Ft.

Above Second Floor AC Space: _____ Sq. Ft.

Tower AC Space: _____ Sq. Ft.

Total Net: _____ Sq. Ft.

Covered Porches, Entries, Etc.: _____ Sq. Ft.

Total Gross: _____ Sq. Ft.

Bedrooms _____

Baths _____

Lowest Fin. Grade Elevation _____

Highest Fin. Grade Elevation _____

First Floor Elevation _____

First Floor Ceiling Elevation _____

Second Floor Elevation _____

Second Floor Ceiling Elevation _____

Main Body Roof Plate Elevation _____

Roof Slope _____

Maximum Elevation _____

Steinhatchee Landing Owners Association, Inc.
ARCHITECTURAL REVIEW APPLICATION
SUBSTANTIAL ALTERATION – NEW CONSTRUCTION

Exhibit Three

Lot Owner of Record:

Date of Application: _____

Lot # - Property Address: _____

Owner Name: _____

EXTERIOR APPEARANCES

Driveway and curb material to match Steinhatchee Landing standard gravel.

COLOR CHOICES AND MATERIALS

All color choices shall be selected from ARB approval colors (Benjamin Moore color chips located at the SLOA office) and submitted to the Architectural Review Board.

	MATERIAL	COLOR NAME	COLOR NUMBER
SIDING			
TRIM			
SHUTTERS			
WINDOWS			
COLUMNS			
ENTRY DOOR			
OTHER DOORS			

METAL ROOFING	5-V GROOVE	TIN (SILVER)	
FASCIA BOARD			
UNDER OVERHANG			
GUTTERS			
CHIMNEY			
SCREENING			
WALLS			

The preceding application is submitted for review in accordance with the appropriate Design Guidelines. Required design documents are attached.

SUBMITTED BY: _____