



# OAKLEAF PLANTATION WEST

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PROPERTY OWNERS ASSOCIATION

## Architectural Guidelines

and

## Rules & Regulations

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# Introduction

This document is intended to serve as the Architectural Guidelines & Rules and Regulations for Oakleaf Plantation West Property Owners Association, Inc. in Oakleaf Plantation (herein after referred to as Oakleaf West), a planned, deed-restricted community located in Clay County, Florida. It contains the necessary information to assist property owners (herein after referred to as Owner) with the planning and preparation of proposed changes to their lot and/or any associated structure thereon. Prior to making any contractual, or otherwise legally binding decision, it is suggested that this document be thoroughly reviewed, and construction plans, or landscape designs be prepared accordingly, since review will be based on its contents.

Requests will be submitted to the Design Review Committee (herein after referred to as ARB Committee.)

Oakleaf West contains 5 neighborhoods and many sub-associations. Below is a list of the single-family Oakleaf West neighborhoods along with their associated abbreviations. When these guidelines refer to neighborhood specific information, the appropriate abbreviation will be used accordingly.

## Master Association – Single Family Homes

- Creekview (CV)
- Forest Brooke (FB)
- Timberlake (TL)
- Oakpoint (OP)
- Whitfield (WF)

## Sub-Association – Single Family Homes

- Hamilton Glen (HG)

ARB Requests for approval (hereinafter referred to as ARB Request) and any of the associated, but not limited to, plans, drawings, specifications, and permits will be reviewed by the ARB Committee, which serves at the pleasure of the Board of Directors. ARB Requests may be rejected for missing or incomplete information and will require the ARB Request to be resubmitted.

# Charter

CHARTER  
OF  
DESIGN REVIEW COMMITTEE (DRC)  
OAKLEAF PLANTATION WEST PROPERTY OWNERS ASSOCIATION, INC.

WHEREAS, Article V, Section 1 of the Oakleaf Plantation West Declaration of Covenants, Conditions, Restrictions, and Easements, provides for the Architectural Control of all improvements and modifications to Property in Oakleaf;

WHEREAS, Article V, Section 2 of the Oakleaf Plantation West Declaration of Covenants, Conditions, Restrictions, and Easements establishes the composition, powers, and duties of the Design Review Committee (DRC);

WHEREAS, Article V, Section 3.1 of the Oakleaf Plantation West Declaration of Covenants, Conditions, Restrictions, and Easements sets forth general procedures for submittal and approval of applications and proposed designs to the DRC; and,

WHEREAS, Article V, Section 4 of the Oakleaf Plantation West Declaration of Covenants, Conditions, Restrictions, and Easements sets forth architectural planning criteria for the design of improvements and modifications, that may from time to time be revised or amended, if consistent with the Declaration and approved by the DRC;

NOW, THEREFORE, LET IT BE RESOLVED that mission of the DRC is to protect the value of the property and desirability of the Oakleaf Plantation West by maintaining tasteful and aesthetically pleasing architectural and landscape designs that are in harmony with their surroundings and consistent in overall quality, while allowing for each owner's individual taste.

Every person who is an Owner agrees, by reason of taking title to property in Oakleaf, to all the terms and provisions of the Declaration pertaining to Architectural Control and shall be entitled to its benefits and, subject to its burdens.

The DRC endeavors to protect each owner's investment in Oakleaf Plantation West by striving to limit the erosion of the architectural integrity of the community, by restricting the cluttering of the neighborhood's aesthetic character, and by promoting good design.

The DRC is a permanent functioning authority established in accordance with the Declaration. It meets regularly to review, approve, modify, or reject proposed designs and applications for alterations, additions, and other improvements to lots, and homes.

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# Title and Scope

## Title

This compilation of guidelines and rules shall be known as the Architectural Guidelines and Rules & Regulations.

## Purpose

The purpose of this document is to provide information regarding certain minimum standards, provisions, and requirements along with acceptable design and criteria for homeowners requesting to make a change or improvement.

The suggestions, recommendations, and requirements expressed in these Guidelines hinge upon final approval of ARB Requests by, and at the discretion of, the ARB Committee.

These Guidelines are compatible and in continuity with the Declaration of Covenants and Restrictions for Oakleaf Plantation West.

## Scope

New structures hereafter erected within Oakleaf West shall conform to the requirements of these Guidelines.

Additions, alterations, repairs, or any other type of change to any structures that affects the exterior appearance shall conform to the requirements of these Guidelines.

Items to be reviewed by the ARB Committee will include any improvement or structure of any kind, including without limitation, any building, dwelling, fence, wall, sign, site paving, grading, sewer, drain, disposal system, decorative lighting scheme, painting or alteration of a dwelling (including doors, windows, roof), installation of solar panels or other energy generation devices, construction of fountains, swimming pools, screened enclosures, jacuzzi, construction of privacy fences, additions of awnings, shelters, gates, flower boxes, shelves and statues.

These Guidelines are for the purpose of outlining the minimum requirements for residences in Oakleaf West as well as to assist Owners in the exterior design of their residences. The evaluation of each submittal to the ARB Committee relates to matters of judgment and taste which cannot be reduced to a simple list of measurable criteria. It is possible that a submission may meet all guidelines and criteria listed below and still not receive approval, if in the judgment of the ARB Committee its overall aesthetic impact is not acceptable for the community. The approval of an application for one proposed improvement shall not be construed as creating any obligation on the part of the ARB Committee to approve applications involving similar designs for proposed improvements pertaining to

a different lot. The role of the ARB Committee is to ensure that the overall quality level of Oakleaf West is maintained at the highest level possible, while still allowing for each owner's individual taste, in design, colors and materials.

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## Processing

### ARB Approval Request Process

Owner will examine the enclosed material for items required for ARB Requests.

ARB Requests are to be submitted with any required submission fees as well as any required deposit to the association. Some requested items may be eligible for "Auto Approval" by the ARB Coordinator based on the type of request and its specific criteria and may have a lower required deposit, or even no deposit required. Please Refer to Exhibit D – Schedule of Fees for the most current information.

Should any deviation for an ARB Request become apparent during or after construction, without having been previously approved in writing, this deviation from community standards shall be subject to removal at the Owner's expense.

State law allows the Association up to 30 days for the ARB Committee to make a decision, from the date of the Association's receipt of a complete ARB Request, although most requests are processed within 14 days or less. Any ARB Request which is incomplete, illegible, or otherwise missing the required information deemed necessary by the ARB Coordinator, ARB Committee, the Association, or their authorized representative(s) to be able to make an informed decision, will be rejected and will require resubmission and may cause a delay to an Owner. Some ARB requests may require additional Clay County permits. Those permits will not be required as part of the ARB Request, but Owners are highly encouraged to obtain any permits required as it is always an Owners responsibility.

An Owner may start construction proceedings only upon written confirmation of approval of the ARB Request by the ARB Committee. Owners are subject to a Late ARB Application Fee and a possible \$1000 fine if written ARB Committee approval is not obtained prior to any work being performed.



# Plan Submittal Requirements

The Owner will submit comprehensive construction plans and specifications, which shall include, but not be limited to, the items listed below:

1. Architectural construction plans
2. Survey or Site plan: Showing the location of the house with all property lines, easements, setbacks and restrictions lines, drives, walks, roof plan, pools, fences, walls, patios, etc.
3. Floor plans at 1/8" or 1/4" scale with dimensions.
4. Elevations with finish notations at 1/8" or 1/4" scale with dimensions showing all exterior materials noting colors and textures.
5. Elevations with finish notations at 1/8" or 1/4" scale with dimensions showing all exterior materials noting colors and textures.  
Note type, size, and material of all openings.  
Roof pitch, type, and quality of roof covering material.  
Doors, windows, fences, mechanical equipment.
6. Typical wall section.
7. Landscaping and/or irrigation plans:  
Showing location, quantity, sizes and species of all plants, trees, shrubs, and ground cover proposed. Show driveways, sidewalks, patios, and existing trees of 6" in diameter and above at a point three feet (3') above ground level.
8. Material Specifications: Provide information on type, color, and quality of all exterior materials to be used in project
9. Square footage (first and second floors):
  1. Air-conditioned space (living area)
  2. Other
10. Fencing
  1. Fencing Checklist
11. Roof
  1. Roofing Checklist
12. Exterior Painting
  1. Painting Checklist
13. Outbuilding
  1. Outbuilding Checklist

See Exhibit C for more information about Submission Content Requirements

# Site

## PUD & Zoning

Clay County Zoning Ordinances will be used when existing zoning requirements require consideration as part of an ARB Request. Oakleaf West is considered a Planned Unit Development (PUD) Ordinance Number 75-10-59, as enacted by the City of Jacksonville, Florida and Planned Unit Development Number 2-75-23, as enacted by Clay County, Florida as the same may be amended from time to time.

## Site Conditions

All lots in Oakleaf West have curb and gutter at the front or side of the lots. This paving and drainage design shall not be altered in any way.

Owners shall refer to the Clay County Engineering offices for any topographical or plat development drawings necessary for information concerning, but not limited to an Owner's lot's, or subdivision's, drainage flow, drainage easements (public or private), sheet flow, swale or culvert flow, or any relationship of the aforementioned role on one another. Lot types within the Oakleaf West community include lot types A, B, and C. Each type has specific drainage characteristics and relationships within their respective plats.

## Trash Cans

All trash shall be placed neatly in a garbage can while awaiting pickup. Trash and recycle containers should not be placed curbside before 6 PM the day prior to pick-up, and should be removed from the curb area, and shall be stored out of sight from any roadway, or another owner's property, by 6 AM the day after pick-up.

Pickup days are as follows:

<b>Monday</b>	Household Garbage pick-up
<b>Friday</b>	Yard Waste and Recycling pick-up

Weekly garbage pick-up is managed by Waste Management. For special items, questions, or complaints, please call Waste Management at 904-695-0500. You can find comprehensive information at the following PDF link: [Clay County Curbside Service Standards](#)

# Parking

No parking will be permitted on areas where the subdivision's drainage flow may be interrupted or diverted in any way. Vehicles may not be parked on any turf area of the Property. Furthermore, no vehicle shall park in a manner that might obstruct the delivery of mail. Please note that mail carriers and contract mail carriers often work after hours and on weekends.

Vehicles cannot be parked within 30' of a Stop Sign or Fire Hydrant. Vehicles may not be parked in a curve. Vehicles must be parked to align with direction of travel for the side of the roadway used for parking.

The Board of Directors has resolved by adoption of this document that certain parking situations constitute a nuisance and as such, will be enforced using the nuisance section of the governing documents, based on complaints from Owners subject to the nuisance situation.

These situations include:

1. Parking directly across from an Owner's driveway.
2. Parking directly across from another parked vehicle.
3. Not utilizing the available spaces in an Owner's driveway before parking vehicles in the street.

Requests for additional driveway space, for parking purposes, is subject to review and approval by the ARB Committee and is subject to all set back and Right of Way (herein referred to as R.O.W.) requirements.

No boat, travel trailer, mobile home or motor home can be placed, parked, or stored on any lot unless totally contained within a garage or otherwise completely screened from view and located in a rear yard, subject to approval of the ARB.

The parking of commercial vehicles, or trailers having one ton or more rated capacity in any part of an Owners front, rear, side yards, residential areas, roads, or right-of-way within Oakleaf Plantation is not permitted. Exceptions include commercial vehicles used by businesses that are currently performing work on the Property during daylight hours, or if working on an emergency on the Property after dark, but in no case shall a commercial vehicle remain overnight unless associated with an emergency.

# Setback Requirements

Living unit setback requirements:

1. Front – 20 feet
2. Side – 5 feet
3. Rear – 10 feet
4. Side yard on street side of corner lot – 20 feet

The foregoing setback requirements may be granted a Variance, but the Owner remains legally obligated to comply with the minimum setback requirements for Clay County, even if a Variance is issued.

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# Landscaping

## Landscape Intent

Oakleaf considers landscaping to be a critical design element of both the community and to the individual homes within the community. Proper landscape design should be integrated into the design of the home as early as possible from the home's construction. The use and preservation of native and naturalized landscape materials is strongly encouraged. Landscaping plans should strive to have as strong an impact as possible at the time of installation yet be chosen and installed based on characteristics that allow room for the unrestricted maturation of each specific type of planting. New planting compositions should employ simple plant massing and a limited palette of plant types to build unity and cohesiveness in the design.

Landscaping is a required feature of all homes located in Oakleaf. These specifications will vary based on the size and layout of the home, as well as the lot type. Minor changes can be made without approval, but no required landscaping should be removed without the written approval of the ARB Committee.

The only two approved turf types for Oakleaf are as follows:  
St. Augustine – Floratam Cultivar  
Empire Turf – Zoysia

It is very important that you not seed, or overseed your yard, or use turf repair products which contain grass seeds. Most of these products contain grass types which are not permitted in Oakleaf. Some of these unapproved grass types include Bermuda, Bahia, Rye, and Centipede grasses. These grass types are usually competitive, invasive grasses and often end up doing more harm than good to your lawn, once introduced. St Augustine is a fairly "lazy" grass and doesn't like to compete for resources with either weeds or other grass types.

Lawns must be fully sodded and maintained in a neat and attractive appearance and in line with Oakleaf being a first-class community. Oakleaf landscaping requirements include regular mowing, weed control of turf, tree trimming, hedge trimming, weeding of beds, edging along sidewalks and driveways, debris blow-off, and regular watering. All properties in Oakleaf shall be fully irrigated using a zoned, timer-based controller. Clay County Utility Water Use records are available to the

Association and are periodically reviewed. Proper watering, fertilization, pest and pathogen control are all necessary parts of a healthy Oakleaf landscape.

## Landscape Requirements

All landscaping will be in accordance with the requirement of the Clay County landscape ordinances. Nothing herein shall be construed to be less than, nor serve to reduce the requirements of Clay County.

All front and side elevations facing the street require landscaping as outlined in the applicable Exhibits for the lot type located near the end of these guidelines.

Landscape plans submitted shall be a minimum scale of 1" = 20". All trees, shrubs, screen material, berms, paving patterns, groundcover areas and any other elements necessary to convey the design intent shall be shown on the submitted plan. Plans submitted for approval shall have plant names, Plant heights and spreads (both planted and mature) and quantities of all plant material requests. Plant distances, in the case of hedge material and groundcovers, and spot elevations where earthwork is part of the design intent, are also required.

Walks shall be constructed of four-inch (4") concrete. Patterns or alternate material surfaces may be requested if they are in keeping with the materials of the structure. These materials must be submitted and are subject to review and approval by the ARB Committee however, asphalt pavement shall not be permitted in any circumstance.

Landscape edging, pavers, poured borders, are subject to ARB Committee approval and should be made from materials harmonious with the design of the home, and shall be kept neat, level, and clean.

Any plant material, tree, or sod which dies, or becomes unsightly, should be replaced in a timely manner, after receiving notification of the deficiency.

Equipment Screening: All air-conditioning units, well pumps, pool equipment, etc. shall be screened with landscape or other screening approved by the ARB Committee.

Yards shall be completely sodded with Saint Augustine (Floritam) sod, or Zoysia (Empire) cultivars of sod. No seeded grasses are allowed to be used in any part of a residential lot in Oakleaf West. Furthermore, Centipede or Bermuda grasses must be removed from lawns upon notification of the deficiency by the Association, even in the event of an accidental transfer from landscaping equipment onto an Owner's lot.

It is the responsibility of each Owner whose lot abuts a lake to maintain the lake bank to the water's edge. It is the responsibility of each lot owner to sod and properly maintain the area between his property line and the street. This area is what is known as a Limited Common Area, Easement, and Right of Way. It is the responsibility of each lot owner to prevent erosion on all areas of his lot, including easements, by sodding those areas. Plants should not be planted in the easement of any lake bank, and it is the Owners responsibility to remove any unauthorized plantings from an easement. Please note that the easement/lake bank areas are deeded to the Community

Development District (CDD), not to the adjacent Owner and subject to strict use permits from St. Johns River Water Management District.

## Preservation of Existing Trees

Preservation and enhancement of any lot areas retaining native vegetation is strongly encouraged. No tree measuring six inches (6") or more in diameter at a point three feet (3') above ground level may be removed without written approval of the ARB Committee, unless it is located within ten feet (10') of the living unit. Tree removal in certain areas may require additional permitting as required by Clay County.

## Trees

Front and side yard trees shall be located as shown in the example in Exhibit E & are specific to the lot types located within Oakleaf. Those lot types are standard, cul-de-sac, and corner lot types. Variances may be issued by the ARB Committee in certain situation regarding trees, tree types, and their associated planting location(s).

Trees shall not be topped or severely pruned so as to appear stunted. Trees shall be pruned as needed to maintain health and form in such a way that retains or improves the natural form of the species; provided, topiary may be practiced upon suitable species if professionally and consistently maintained. The branches of a tree extending over any public sidewalk shall be trimmed to at least the height of eight feet above the sidewalk. The branches of a tree extending over the travel portion of any public street or alley used for vehicular traffic shall be trimmed to the height of at least fifteen feet above the street. All tree pruning shall be conducted according to the standards of the National Arborist Association Standards. All landscaping shall be maintained in a healthy and growing condition.

## Plant Material

Plant material shall be Florida No. 1 grade or better.

Groundcovers other than sod shall be planted and mulched in such a manner to present a finished appearance within three months after planting.

Hedge Shrubs shall be a minimum three (3 gal.) gallon plant (7 gal. in OK), be of a minimum height of twenty-four inches (24") (36" in OK), immediately after planting and shall be planted at a distance of a minimum of eighteen inches (18") (24" in OK), on center and a maximum of twenty-four inches (24") (36" in OK), on center and conditional that the Hedge Shrubs are capable of growing to close all gaps

within the first year after planting. Accent Shrubs shall be a minimum seven gallon (7 gal.), (10 gal. in OK) plant, be a minimum height of forty-eight inches (48") immediately after planting and shall be installed as a contiguous design element to accent the Hedge Shrub material. Groundcovers shall be a minimum one-gallon (1 gal.) plant and shall be planted at a distance of a minimum of twelve inches (12") on center.

Synthetic material in the form of plants is not permitted, unless approved on an exception basis.

Shade Trees shall be species with a mature spread of twelve feet minimum and having a trunk, which can be maintained, in a clean condition of at least three feet of clear trunk.

Shade Trees shall be a minimum of eight feet (8') in height when planted. Trunk caliper shall be a minimum of four inches (4") at a point of three feet (3') above the ground, when planted.

A minimum of one (1) Shade Tree as outlined in this document, or the minimum required by Clay County, whichever is greater, is required. Additionally, the street side elevation on side yards of corner lots require two (2) additional Shade Trees to be planted. The number of Hedge Shrubs will be determined by the extent of the exterior elevation(s) fronting a street(s). All front lot elevations require landscaping. For landscape purposes, the extent of front and side yard elevations is defined as the continuous lineal footage of the exterior walls (including the lineal footage of side walls on "bump-outs" or "L-shaped" designs that are not visible) from the outside front corners on the respective elevation, minus the lineal footage of not more than a two-car garage door opening. The lineal dimensions of the elevation(s), minus the lineal footage of not more than a two-car garage opening, divided by one and one half (1½') (the maximum distance between plants) will yield the minimum number of Hedge Shrubs. The Hedge Shrubs may be planted in clusters or in a hedge-like fashion. The minimum number of Accent Shrubs per elevation is four (4). Accent Shrubs may be used as a finial to a hedge, the center element in a cluster of shrubs, or side elements to bring focus to an entry. The minimum amount of required Accent Shrubs should not be planted separately, freestanding from other plant material. The number of Ground Covers will be determined by the extent of the exterior elevation(s) fronting a street(s). The lineal dimensions of the elevation(s), minus the lineal footage of not more than a two-car garage door opening, divided by one foot (1') (the distance between plants) will yield the minimum number of Ground Covers. The minimum amount of Ground Covers may be used to frame Hedge Shrubs or clustered in focal areas around Accent Shrubs.

## Irrigation

All yards, lake banks, and areas between the property line and the street shall be 100% irrigated. The irrigation system shall comply with the applicable utility company's rules and regulations. The irrigation system shall be automatically controlled by a time clock. Provisions shall be made for the removal of rust or stain if it is present in the water supply. In the event of rust or stain in the water supply, chemical filtration shall be incorporated into the irrigation system. If staining occurs after the homebuilder has sold the lot, the homeowner shall be responsible for the removal of the stains and the providing of appropriate filters to the system. Pop-up sprinklers shall be used in these areas. Each tree planted subject to the landscape requirement shall have a bubbler nozzle installed as part of the irrigation system.

## Landscape Lighting

Lighting is to be subtle and when used, should be used on accent entrances and special features. Overall high levels of light are not desired. Intensity should be no greater than required for pedestrian safety, other than on accent landscape. The scale of this lighting should be at pedestrian level. Exterior lighting must be shielded from adjacent properties. Colored lighting is discouraged and shall be subject to ARB approval.

## Recommended Landscape Material

The following criteria should be considered when selecting plants for use within Oakleaf West.

1. Native species and evergreens.
2. Relatively resistant to insects and diseases.
3. Cold hardy material.
4. Adaptability to existing soil conditions.
5. Long life expectancy.

The selection of plant material for development within the project should be given careful consideration. Attention should be given to year-round appearance, maintenance requirements and cold resistance. A list of generally acceptable plants is herein provided. This list is not intended to be complete and is to be used as a guide only. Those listed may be considered to have reasonable maintenance requirements. Plant material has many variables; therefore it is necessary that all plans be reviewed and approved by the ARB to ensure that satisfactory plants have been selected for each location.

## Plant List

Particular attention should be paid to the individual soil conditions and soil preparation to provide adequate drainage for all planted vegetation.

## Ground Covers

### Botanical Name

Asparagus Sprengeri

### Common Name

Asparagus Fern



Liex Cornuta Rotunda	Dwarf Holly
Juniperus	Various Juniper Ground Covers
Liriope	Lily Turf
Pyracantha Walderii	Walders Dwarf Pyracantha

## **Shrubs (Hedge and Accent)**

Raphiolepis Indica	Indian Hawthorne
Cocculus Laurifolius	Snailseed
Cortaderia Selloana	Pampas Grass
Eleagnus Pungens	Silverthorn
Llex Burfordii	Burford Holly
Llex Vomitoria	Yaupon Holly
Juniperus Spp.	Various Juniper Shrubs
Ligustrum Lucidum	Glossy Privet
Mahonia Bealei	Leatherleaf Mahonia
Nandina Domestica	Heavenly Bamboo
Nerium Oleander	Oleander
Photinia Glabra	Red Photinia
Pittosporum Spp.	Various Pittosporum
Viburnum Odoratissimum	Sweet Viburnum
Viburnum Suspensum	Sandankwa Viburnum
Crataegus Sp.	Dwarf Tudeau Hawthorne
Ilex crenata 'Compacta'	Compacta Holly
Ilex cornuta "Carissa"	Carissa Holly
Ilex crenata "Helleri"	Helleri Holly
Rhododendron indicum	Azalea
Ternstroemia gymnanthera	Cleyera
Buxus macrophylla	Japanese Boxwood
Ilex x 'Oak Leaf'	Oak Leaf Holly
Gardenia jasminoides	August Beauty Gardenia

## **Shade Trees**

Quercus Virginiana

Live Oak / Cathedral Live Oak

Quercus Laurifolia

Laurel Oak

Maple

Birch

Tulip

Magnolia

Tupelo

Sycamore

Loquat

Treeform Holly

Drake Elm

Red Maple

# Structures

## Introduction

The following design guidelines pertain to specific items of a structure that give the character and the overall impression of the house, and which must be constant for the design continuity of all the buildings within Oakleaf West.

Homes in shall be erected of frame or steel construction or concrete block (CBS). All block and framing must be covered.

Minimum square footage contained within a living unit excluding garages, patios, porches or other unheated, unairconditioned areas = 1400 square feet. The ARB or the Developer, in its sole discretion, may grant up to a 10% variance to this requirement.

## Driveways

All driveways shall be of min. 4" poured concrete, or as required to meet county requirements.

Driveways shall not be painted, coated, stained, colored with dyes, paints, or other coloring materials. Unapproved modifications are subject to removal at the owner's expense.

All requested paver driveways, whole or partial, are to consist of brick pavers and shall have a signed county right of way waiver as well as ARB approval and under no circumstance shall the sidewalk be constructed from anything other than 4" poured concrete.

Driveway extensions are subject to ARB Committee approval. Requests for extensions should be keep equal on both sides of the driveway, not to extend past the edges of the garage. Certain exceptions might be considered as part of a variance taking specific lot specific information into consideration. Driveway extensions shall not be made from mulch, rocks, dirt, pine straw or other temporary materials.

## Roof and Roofing

Roof structures shall be out of conventional frames, or wood trusses. Minimum roof overhang shall be 16"

Finish materials for pitched roofs must be consistent throughout Oakleaf West. Wood shakes, gravel or barrel tile roof types are not permitted. Other materials not specifically mentioned are subject to review and approval by the ARB Committee. Shingles may be used as provided they are specified to be fiberglass or thirty (30) year asphalt, architectural, and dimensional roofing shingles and are fungus resistant (FRS).

Many “single color” shingle color designs are eligible for auto-approval. These designs would include a color scheme with many tones of the same color. Designer colors, multi-color patterns, and certain colors (Reds, Greens, and Blues) are subject to auto-denial, unless the ARB Coordinator is in possession of evidence that the home requesting was originally built with the color being requested. Owners should contact the ARB Coordinator as early as possible during the planning stages of the project with any questions

Mansard roofs and Gambrel roofs, characterized by steep lower slope and flatter upper portion shall not be permitted.

Roof top mechanical equipment must be so located to reduce or eliminate its visibility from street, sidewalk of adjacent properties.

Gutters and down spouts may be exposed only if painted properly to match the color of fascia, wall, or column or otherwise approved by the ARB Committee.

All exposed roof vents, valleys, flashings, eave drip, and pipes extending through the roof shall be painted the same color as the roof.

Minimum roof pitches in Oakleaf West shall be 6:12. Lower roof pitches will be considered by the ARB on an individual basis for minor components of the main roof (i.e., dormers, porches, bay windows, etc., if compatible with a particular style.

## Exterior Walls

The following requirements apply to all exterior walls and all kinds of facade applications for all structures. All elements of all elevations shall complete a total and continuous design.

All materials must be in compliance with the Standard Building Code.

Exterior wall finishes will be consistent in color schemes, texture, compositions, and character throughout Oakleaf West. All exterior finishes will be subject to review and approval by the ARB Committee. Exposed concrete block walls, walls with any other type of exposed modular concrete units, and walls with metal finishes are not permitted.

The finishes are the following:

1. Brick
2. Lap siding
3. Stucco (Except heavy trowel)
4. Stone

All wood or exterior siding will be finished, painted, stained, or otherwise protected from the elements of nature.

The houses in Oakleaf West must consist of a minimum of twenty-five percent (25%) of the elevations in brick, stucco, or stone. The houses shall either have all brick or brick and siding, or all stucco or

stucco and stone, or stucco and siding, brick and stone, or brick and stucco in their exterior walls. However, the finish materials in each elevation will be limited to two (2). The ARB Committee may approve more than two materials on the exterior of a home where in the sole opinion of the ARB Committee 1) The architectural style of the home calls for a combination of more than two materials, or 2) the additional material is inconsequential in area or visual impact. The ARB Committee may also, on its sole discretion, approve more than two materials on a home where the additional material is on a different elevation from the first two materials (such as brick and stucco on the front elevation and lap siding on the side elevation and in the rear elevation). Sidewalls between the front outside corners are considered part of front elevation for purposes of this section. It is the intent of this paragraph that the front elevation be predominantly brick, stucco, or stone.

When using brick and siding or brick and stucco in the front elevation of a home, the brick shall wrap a minimum of 24” around to the side elevations of the home. When using stucco and siding, the stucco shall wrap a minimum of 24” around to the side elevations of the home.

It is suggested that the houses on corner lots should have the garage located on the side property line farthest from the street.

Where monolithic slab construction is proposed for foundations, sufficient footing shall be incorporated into the slab construction so that any exterior walls requiring brick or stucco finish can be constructed with stucco or the first row of brick starting below finish grade. In other words, the brick or stucco wall section should have the same appearance as if the foundation slab was constructed with a stem wall design.

The home’s exterior must be kept free of mold, mildew, and dirt. This includes walls, eaves, chimneys, gutters, walkways, driveways, entry doors, garage doors, windows, screen rooms, outbuildings, accessory structures, shingles, and certain paver materials used in landscaping design.

## Exterior Wall Colors

Owners may request the use of any of the color schemes listed in the Information section of the Association’s website, [www.oakleafpoa.com](http://www.oakleafpoa.com), when repainting and by doing so may gain “auto-approval” from the ARB Coordinator by submitting the ARB Request using the Request section of the website. Color may not be “mixed and matched” but certain substitutions of front door or shutter colors from another original scheme may be acceptable. Final approval is subject to ARB Committee approval and may be denied due to the color of homes within a proximity to the Owner making the request to repaint. Original paint codes may be obtained upon request via email to the ARB Committee, when available.

Please note that the ARB Committee is considering the codes and colors listed in the request, but it is the Owners responsibility to ensure that the codes submitted, or approved, are the desired color before the home is painted. Under no circumstances will the Association be liable for errors in an ARB Request.

When finish materials for the exterior of the structures require painting, the color selection shall be based on compatible colors throughout Oakleaf West Paint colors are subject to review and approval by the ARB Committee.

Proposed paint/color schemes and color samples shall be submitted to the ARB Committee and color coordinated with the elevation for approval. Pre-selected color schemes may receive auto-approval as mentioned above.

## Windows

All window framing will be bronzed, cream, or white anodized aluminum, wood, or other material suitable to the ARB.

Window shutters may be used. Painted wood or fiberglass will be acceptable.

All exterior windows shall be double-paned.

## Garages

All homes shall have a minimum of two (2) car garages.

No metal or fiberglass covered carports will be permitted throughout this subdivision.

## Doors

Screen or security doors shall be compatible with the design and color of the home and subject to ARB Committee approval.

Entrance doors shall be compatible with the house design and made of solid wood, fiberglass, or insulated metal type. Glass inserts may be included. Garage doors shall be compatible with entrance doors and may include glass panes.

## Screened Enclosures

No screened enclosure shall be permitted on the front of the house. Patio or pool screened enclosures shall be permitted subject to review and approval by the ARB Committee. If the proposed enclosure comes with a roof, then it shall be consistent with the main house roof (i.e., use same color and type of roof shingle). If the roof of the proposed structure is made of metal, then it is recommended that the metal match the color of the roof of the house but always subject to ARB Committee approval.

## Awnings

Awnings shall be permitted only at the discretion of the ARB Committee.

## Detached Structures

### Outbuildings

Any enclosed or “open air” building structure that is physically separated from the residence will be considered an outbuilding. Any outbuilding that is contemplated for a property such as, but not limited to a pavilion, gazebo, playhouse, storage shed, detached garage, cabana, etc. must be submitted for design and location approval with the required drawings and information. Play structures, raised decks, arbors, and other non-building structures are considered Accessory Structures and will be reviewed according to the guidelines in that section.

Outbuildings may be allowed in areas of the yard that are screened by a 6’ minimum height completely opaque screen and under the following conditions:

**Materials:** Outbuildings should be constructed of the same materials used on the main residence. Paint color and scheme, and roof shingles (where applicable) should match that used on the residence. In instances where adjacent fencing is white vinyl or similar material, the ARB may consider outbuilding materials that match the fence.

**Height:** Outbuilding side walls may not exceed 6’ height. Gable or other peaked end walls may exceed this 6’ height if the highest point of the peak is in the center of the structure. In no case shall the outbuilding exceed a total of 8’ in height. In addition, any peaked end wall should be oriented toward the nearest fence line.

**Construction:** The architectural style of construction should match or complement that used on the main residence. Outbuildings made from Metal or Plastic/Rubber are not permitted.

**Roof styles** allowed on residences within the community are allowable for outbuildings if height restriction is met.

**Size:** Outbuildings may not exceed 150 square feet of ground coverage.

**Placement:** Outbuildings may only be erected rearward of the rear corners of the residence. All outbuildings must meet applicable setbacks measured according to the applicable County land development regulations. Gable ends should generally be oriented toward the closest adjacent fence. Outbuildings should be placed where it will receive the greatest screening from view from the street.

**Screening:** Additional landscaping may be required on a case-by-case basis.

**Time Frame:** Once construction has been commenced as evidenced by the earlier of delivery of materials or beginning of physical work on the site, the process must be completed within three (3) months.

Upon submittal of plans for ARB Committee approval, it must be demonstrated that access to the outbuilding may be provided without compromising the required landscape between residences, and without impeding drainage patterns. No outbuilding is permitted to be placed within a platted drainage easement

## Accessory Structures

Any structure other than an outbuilding that is more than 24" in height and is physically separated from the residence will be considered an accessory structure. Any accessory structure that is contemplated for a property such as, but not limited to a raised deck, platform, arbor, or other shade structure (greater than 50 square feet in area), play structure, etc. must be submitted for ARB Committee approval with the required drawings and design information. Specifically excluded are bird baths less than 36" in height, plant stands including pole and decorative hooks stands, trellises, furniture accessories such as shade umbrellas and other similar items that are not structural in nature.

Accessory structures may be allowed in areas of the yard that are screened by a 6' minimum height completely opaque screen and under the following conditions:

**Materials:** Accessory structures should be of a material that blends with the surrounding environment. Materials may be natural (eg wood) or man-made (eg metal) and in some cases it may be determined that accent colors are acceptable. In instances where adjacent fencing is white vinyl or similar material, the ARB may consider materials that match the fence.

**Height:** The appropriateness of the structure height will be reviewed relative to the setback from adjacent properties and screening from view from adjacent streets.

**Construction:** If the accessory structure is one with an architectural style as in the case of an arbor or other shade structure, the architectural style of construction should match or complement that used on the residence.

**Placement:** All accessory structures must meet applicable setbacks measured according to the applicable County land development regulations. In the case of play structures, swing sets and other structures used by children for active play, the structure shall be set back at twice the minimum required distance from each property line.

**Screening:** Additional landscaping may be required on a case-by-case basis.

**Time Frame:** Once construction has been commenced as evidenced by the earlier of delivery of materials or beginning of physical work on the site, the process must be completed within three (3) months.

Upon submittal of plans for approval, it must be demonstrated that the structure may be placed without compromising the required landscape between residences, and without impeding drainage patterns. No structures may be erected within a platted drainage easement.



# Fencing

Fencing of lots is permitted at Oakleaf West.

Privacy fence is authorized for fencing of private lots at Oakleaf West. This fence type is used to create visual privacy and/or security for lot area. This type of fence should be incorporated on the property lines of any lot, subject to the restrictions contained herein. This fence type shall be 6' high PVC tongue and groove style. All privacy fencing shall be either white or light beige vinyl in composition.

Fencing on lots bordering lakes is discouraged but may be allowed subject to the details on Exhibit F. Aluminum or wrought iron type fencing shall be 4' high and bronze or black in color as shown on Exhibit F.

No wood or chain link fencing will be permitted to be constructed on any lots in Oakleaf West.

No fencing shall be allowed closer to the front of the house than the mid-point of the sidewall plane of the structure. Fencing shall be no closer than 20' to the R.O.W. on the street-side of a corner lot. This equates to a measurement of 45' from the centerline of the roadway. No fences are allowed in front yards. Structural side and support post, where applicable are to face inside of lot (Good Side Out).

R.O.W. is typically 50 feet in Oakleaf, measured from center line of the roadway. A certified copy of a lot survey will indicate the correct measurement for each lot.

Fences may not be placed in a platted public drainage easement.

# Recreation Structures

All recreation structures (excluding basketball backboards) shall be located at the rear of the dwelling, or on the inside portion of a corner lot within the setback lines. No platform, doghouse, tennis court, playhouse or structure of a similar kind or nature (except basketball backboard) shall be constructed on any part of the lot located in front of the rear line of a residence constructed hereon and shall be constructed so as not to not adversely affect the adjacent lots or the use thereof. Any such structure must have prior approval of the ARB Committee and without limiting any other criteria for approval; the ARB Committee shall review the height of such structures to assure the privacy of neighboring homeowners.

Portable basketball goals are to be placed on the driveway near the home when not in active use. Goals must be properly maintained, and hoop nets must be kept in good condition and replaced when needed. Goals shall not be placed in a manner which would impede the use of the roadway and must be kept free from the path of passing vehicles, paying special attention to the goal extending into the roadway at its maximum height.

## Air Conditioners

No window or wall air conditioning units will be permitted, except on an emergency basis. If you have a failure which requires a temporary unit for a short period of time until the main unit gets repaired or replaced, please contact the Association with more details about your situation. All air conditioner compressors should be screened from view, insulated by a fence, or enclosed by a four-foot (4 ft.) wall or screened by shrubbery to minimize noise.

## Fireplaces and Chimneys

All proposed chimneys shall be submitted to the ARB Committee for review and approval. A detail of the chimney top should be shown.

## Swimming Pools and Tennis Court

Any swimming pool or tennis court to be constructed on any lot shall be subject to the review and approval of the ARB Committee.

## Well Limitations

Excavation of wells for the purpose of irrigation of Lots may be permitted, subject to local regulations and provided that in connection with the excavation and installation of such well, the Owner agrees as follows:

The Owner shall obtain, at his cost and expense, all permits necessary and convenient for the installation of such well.

The Owner shall assume all liability arising from the installation and operation of the well, including without limitation, contamination of the potable water source, any discoloration of improvements, erosion of soil conditions or flooding. The Owner shall undertake to correct and repair any resulting damage including discoloration of buildings, driveways, and sidewalks and take action to inhibit further damage immediately upon discovery of such injury or damage.

All well equipment must be screened from view with landscaping, or fencing, approved by the ARB Committee.

## Satellite Dishes

Satellite dishes may be permitted subject to review and approval of the ARB Committee. Approved Satellite dishes shall be installed in the rear or side of the home out of view from the street, when

possible. If the Satellite Dish will not be visible from the street, no Association approval is required. Likewise, no Association approval is required for a Satellite Dish measuring 39.37 inches (1 meter) or less that can be installed so that: a) it is not visible from the adjacent Right of Way; or b) installed on the rear portion of the roof (from the ridgeline back), even if visible from the street. Satellite Dishes located in any other location on the property will require the review and approval of the Association. Any ARB Request application for locating a Satellite Dish on any other location should include information about the reason for desiring to locate the proposed Satellite Dish in a location other than the pre-approved locations.

## Cable TV, Telephone, and Conduit

For each new house that is constructed in Oakleaf West, it is recommended that it be prewired for cable-TV, telephone and alarm systems.

## Electric Meter Box and Conduit

Electric meter boxes, wire-chases, panels, and conduits shall be painted to match the color of the exterior wall finish.

## Mailboxes

All homes in Oakleaf West are required to utilize a standard single or double mailbox and associated pedestal described on Exhibit J. Such mailbox structure shall be installed at the front of the lot, at the edge of the road pavement as described on Exhibit J.

## Variance Process

The architectural criteria set forth herein are intended as guidelines to which adherence shall be required by each Owner; provided, however, the ARB Committee shall have the express authority to issue a variance for any requirements set forth herein if, in its opinion, it deems such a variance is in the best interest of the community, as well as Oakleaf West as a whole, and that the deviation requested is compatible with the character of Oakleaf West. Oakleaf West Variances are issued exclusively by the ARB Committee. The Committee will take many factors into consideration when making their final decision on the requested variance. More information on variances and the processes associated with a variance can be found in the Variance Exhibit found at the end of this document.

# Maintenance

## Maintenance During Construction

During construction all debris shall be placed in a single location on the lot of the construction site only. The debris shall be contained by some type of barrier (e.g. wire fencing) to assist in keeping the debris from being scattered.

After construction no debris or trash of any kind shall remain on any lot, or on sidewalks or streets contiguous thereto; no excess building material, storage container, or trash shall remain on such a lot, sidewalk, or street for an extended period unless approved by the ARB Committee. It is hereby made the duty of the homebuilder or his agent, or the homeowner, to remove or cause to be removed all debris within 72 hours of notification by the Association. Failure to comply with the request will cause removal of the debris by action of the Association and all related costs plus an administrative fee may be charged to the Owner.

# **Exhibit List**

- A. ARB Process Flow
- B. Member Roster
- C. Submission Content Requirements
- D. Fees
- E. Landscape Layouts per Lot Type
- F. Lake Lot Fence Layout
- G. Variance Process Details
- H. Meeting Schedule
- I. Useful Graphical Examples
- J. Mailbox Information

Exhibit A

Exhibit B

**Member Roster – East & West POA ARB Committee**

1. Shaunah Esteves (Alternate)
2. Matthew Cantwell
3. Rachel Martorelli
4. Mark Feagle
5. Jason Baucom
6. Wayne Chaput

ARB Submission Coordinator – Robert Patton

## Plans Submittal Requirement

The Owner will submit comprehensive project plans and specifications, which shall include, but not be limited to, the items listed below:

1. Architectural construction plans
2. Survey or Site plan: Showing the location of the house with all property lines, easements, setbacks and restrictions lines, drives, walks, roof plan, pools, fences, walls, patios, etc. shown.
3. Floor plans at 1/8" or 1/4" scale with dimensions.
4. Elevations with finish notations at 1/8" or 1/4" scale with dimensions showing all exterior materials noting colors and textures.
5. Elevations with finish notations at 1/8" or 1/4" scale with dimensions showing all exterior materials noting colors and textures.  
Note type, size, and material of all openings.  
Roof pitch, type, and quality of roof covering material.  
Doors, windows, fences, mechanical equipment.
6. Typical wall section.
7. Landscaping and/or irrigation plans:  
Showing location, quantity, sizes and species of all plants, trees, shrubs, and ground cover proposed. Show driveways, sidewalks, patios, and existing trees of 6" in diameter and above at a point three feet (3') above ground level.
8. Material Specifications: Provide information on type, color, and quality of all exterior materials to be used in project
9. Fencing
  1. Fencing Checklist
  2. Marked survey showing the location of the proposed fencing
10. Roof
  1. Roofing Checklist
  2. Photos of home
11. Exterior Painting
  1. Painting Checklist
  2. Photos of home, as well as adjacent homes
12. Outbuilding (Shed, Gazebo, Free Standing Patio Cover)
  1. Outbuilding Checklist
  2. Survey showing proposed location
13. Driveway – Concrete or Paver
  1. Survey showing the detailed measurements of the proposed project
  2. 4" Poured Concrete – Right of Way Permit\*
  3. Pavers – Paver Hold Harmless\*, Example of Colors, Pattern, Etc.



Exhibit D

Schedule of ARB Related Fees

ARB Requests (Approved prior to any work performed) - **\$0.00**

Late ARB Application Fee (Submitted after work has started) - **\$150.00**

Late ARB Application Fee (After work started, Tree Removal) - **\$500.00**

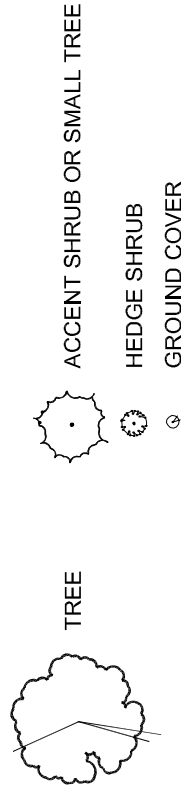
# Oakleaf Plantation

## Lot Landscaping Requirements 05/28/04

CORNER LOT	REQUIRED	PROVIDED
FRONT YARD	32'	32'
HEDGE PLANTS	21	23
ACCENT PLANTS	4 MIN.	4
GROUND COVER	32	38
SIDE YARD @ 50 %	17.5'	17.5'
HEDGE PLANTS	12	12
ACCENT PLANTS	2 MIN.	2
GROUND COVER	18	20

NOTE: THREE LIVE OAK TREES REQUIRED

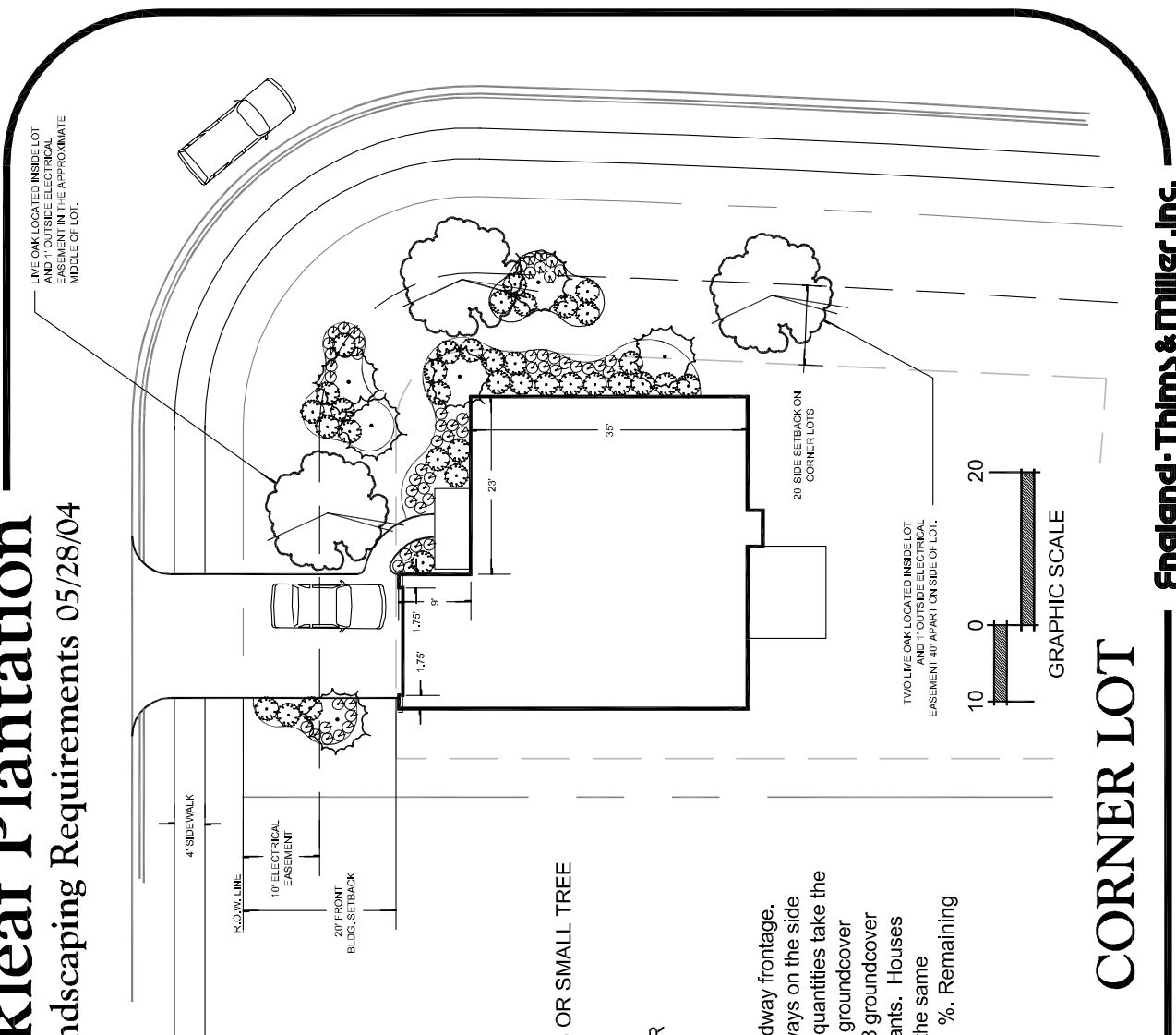
### PLANT SYMBOLS



CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the linear feet of the houses roadway frontage. Linear feet shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the linear feet and divide by 18"(width of minimum shrub). For groundcover quantities use the linear feet as the number (i.e. 38 L.F.=38 groundcover plants). All houses shall have a minimum of four accent plants. Houses abutting a side street shall have additional plantings using the same calculation as the front except reduce the final length by 50 %. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



## CORNER LOT

# Oakleaf Plantation

Lot Landscaping Requirements @ The Oaks 05/18/04

## CORNER LOT REQUIRED PROVIDED

FRONT FRONTAGE	35 LF	23
HEDGE PLANTS	18	6
ACCENT PLANTS	6	69
GROUND COVER	35	

NOTE: THREE LIVE OAK TREES REQUIRED WITHIN R.O.W.

## SIDE FRONTAGE @ 50 % 17.5' LF

HEDGE PLANTS	17	17
ACCENT PLANTS	2	2
GROUND COVER	35	45

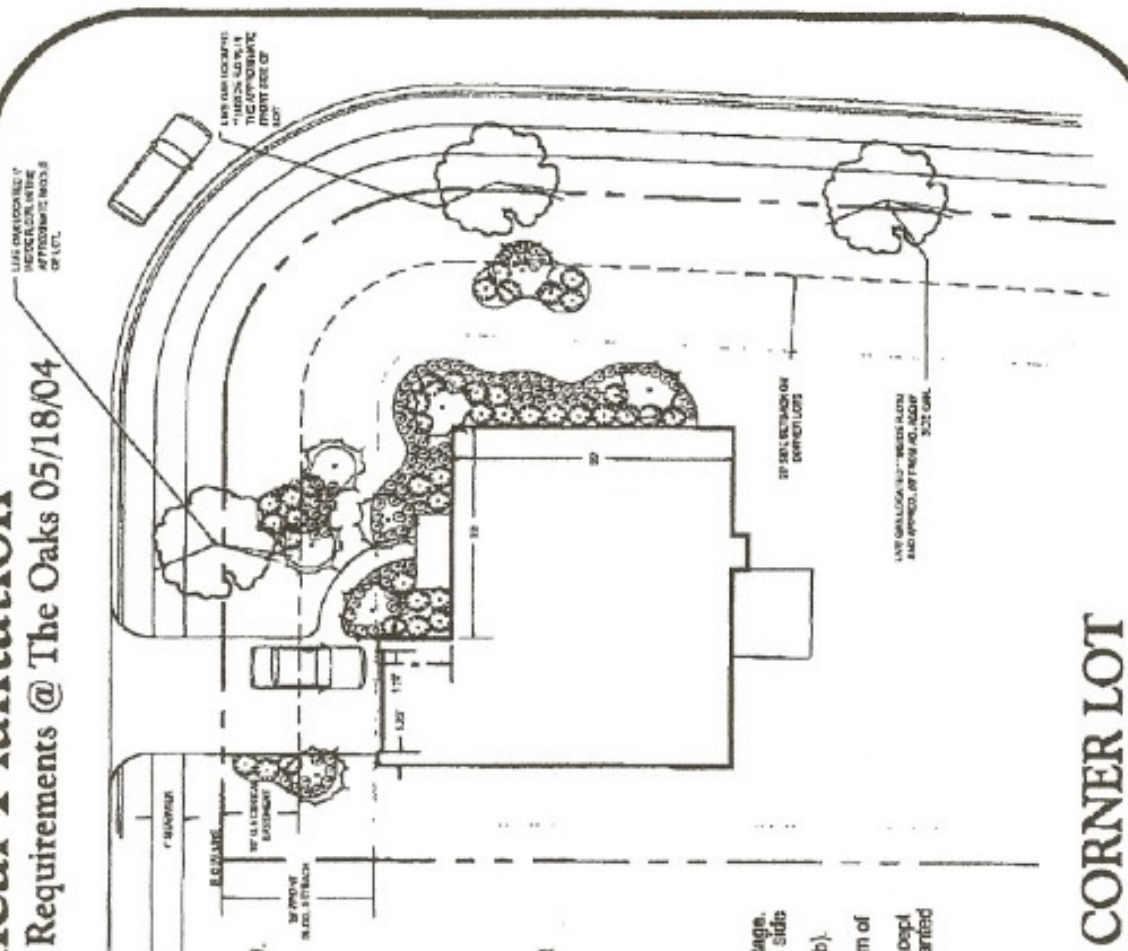
## PLANT SYMBOLS

-  TREE
-  ACCENT SHRUB OR SMALL TREE
-  HEDGE SHRUB
-  GROUND COVER

### CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the LF of the houses roadway frontage. LF shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the LF and divide by 2 (width of minimum shrub). For groundcover quantities use the LF as the number (i.e., 38 L.F. = 38 groundcover plants). All houses shall have a minimum of four accent plants. Houses abutting a side street shall have additional plantings using the same calculation as the front except reduce the final length by 50 percent. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



## CORNER LOT

England • Thamy & Miller, Inc.

# Oakleaf Plantation

Lot Landscaping Requirements @ The Oaks 05/18/04

	REQUIRED	PROVIDED
FRONT YARD	45' L.F.	
HEDGE PLANTS	30	36
ACCENT PLANTS	6	6
GROUND COVER	45	143

NOTE: ONE LIVE OAK TREE REQUIRED WITHIN R.O.W.

## PLANT SYMBOLS



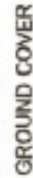
TREE



ACCENT SHRUB OR SMALL TREE



HEDGE SHRUB

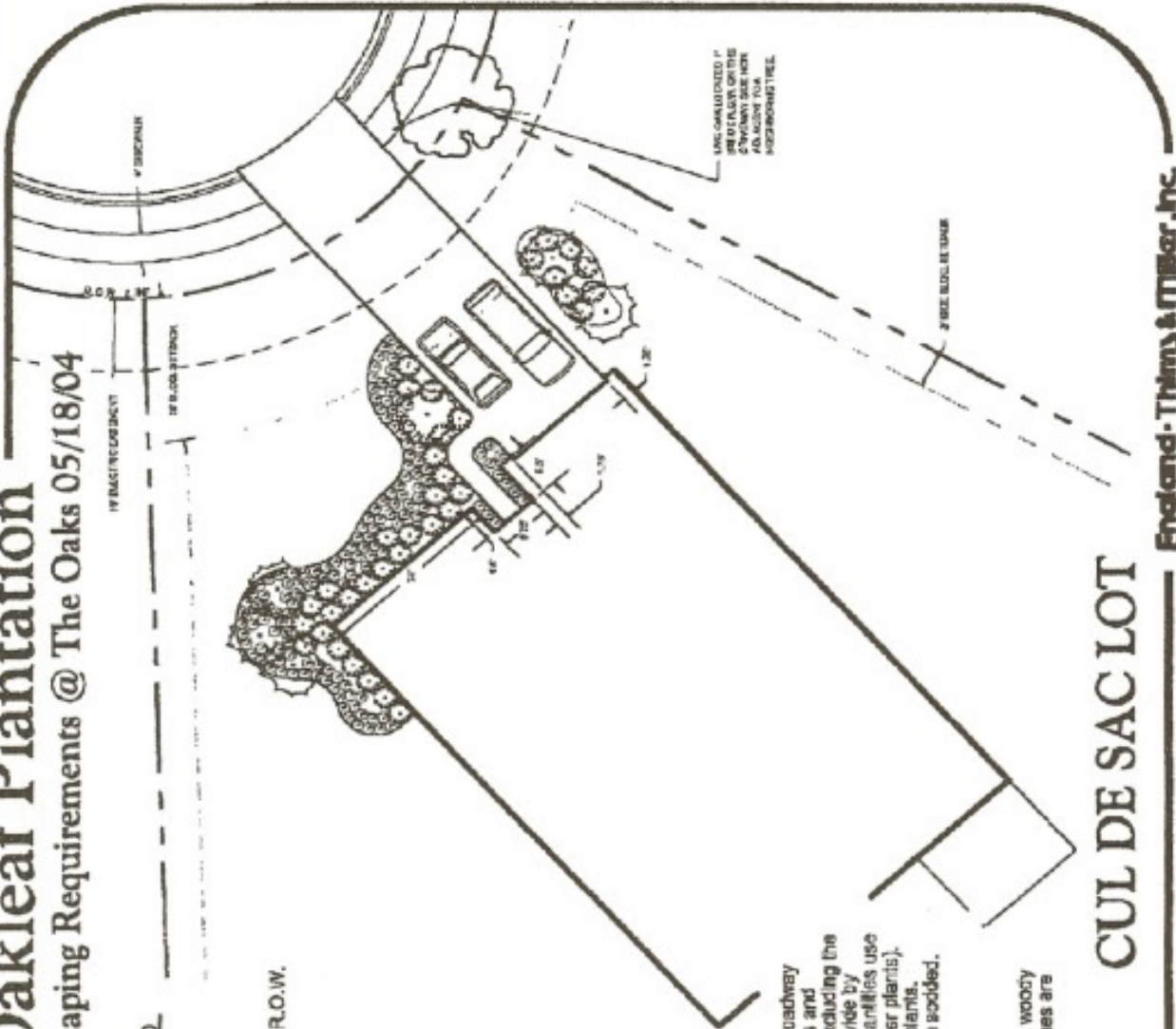


GROUND COVER

### CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the LF of the houses roadway frontage. LF shall be the total distance of all walls and driveways on the side facing a particular street excluding the garage. For hedge quantities take the LF and divide by 2 (width of minimum shrub). For groundcover quantities use the LF as the number (i.e. 38 L.F. = 38 groundcover plants). All houses shall have a minimum of four accent plants. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



CUL DE SAC LOT

England-Thimby & Miller, Inc.



# Oakleaf Plantation

Lot Landscaping Requirements @ The Oaks 05/18/04

	REQUIRED	PROVIDED
FRONT YARD	45' L.F.	
HEDGE PLANTS	30	36
ACCENT PLANTS	6	6
GROUND COVER	45	143

NOTE: ONE LIVE OAK TREE REQUIRED WITHIN R.O.W.

## PLANT SYMBOLS



TREE



ACCENT SHRUB OR SMALL TREE



HEDGE SHRUB

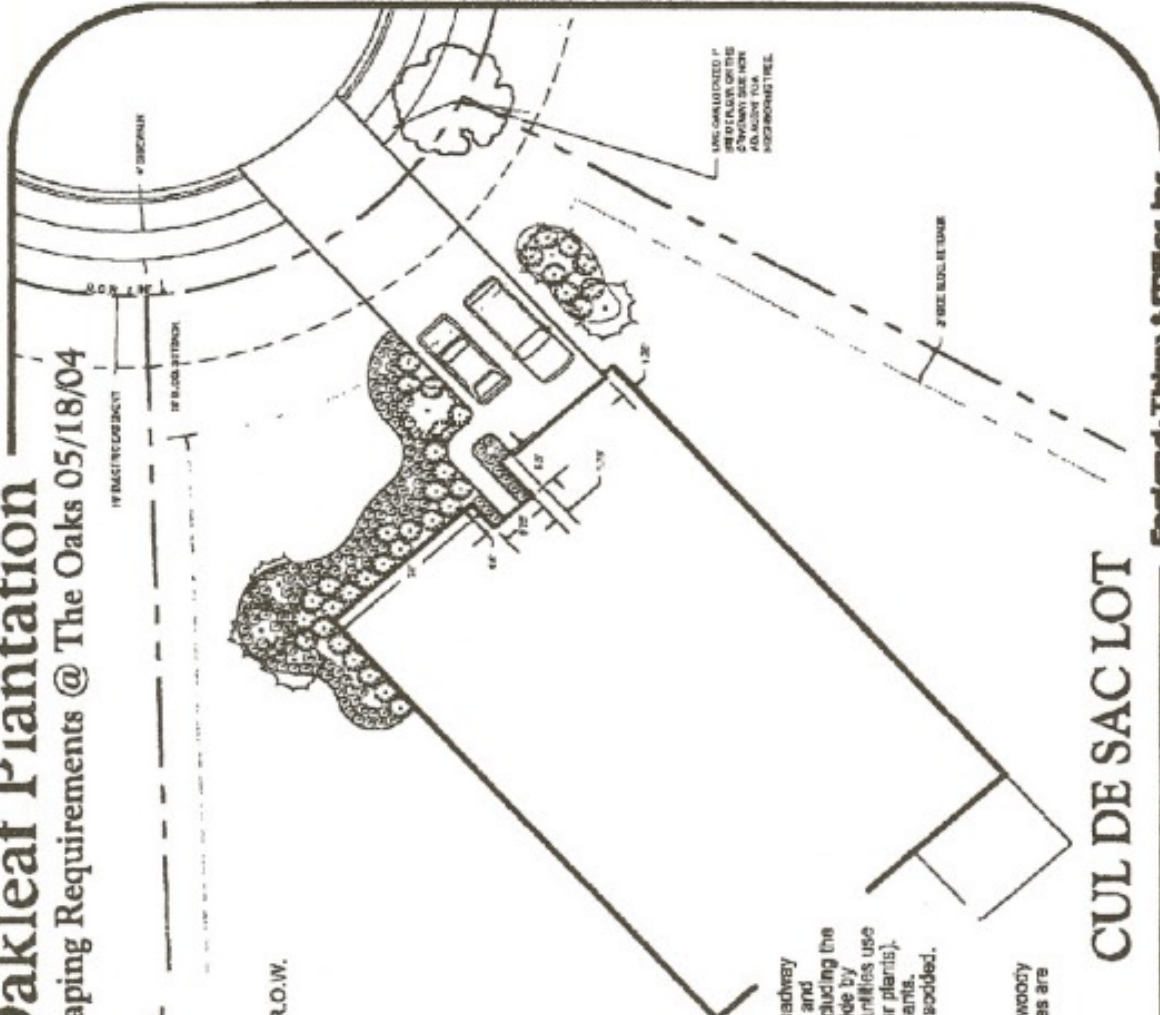


GROUND COVER

## CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the LF of the houses roadway frontage. LF shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the LF and divide by 2 (width of minimum shrub). For groundcover quantities use the LF as the number (i.e. 38 L.F. = 38 groundcover plants). All houses shall have a minimum of four accent plants. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



CUL DE SAC LOT

England-Thibby & Miller, Inc.

# Oakleaf Plantation

Lot Landscaping Requirements @ The Oaks 05/18/04

	REQUIRED	PROVIDED
FRONT YARD	45' L.F.	
HEDGE PLANTS	30	36
ACCENT PLANTS	8	8
GROUND COVER	45	143

NOTE: ONE LIVE OAK TREE REQUIRED WITHIN R.O.W.

## PLANT SYMBOLS



TREE



ACCENT SHRUB OR SMALL TREE



HEDGE SHRUB

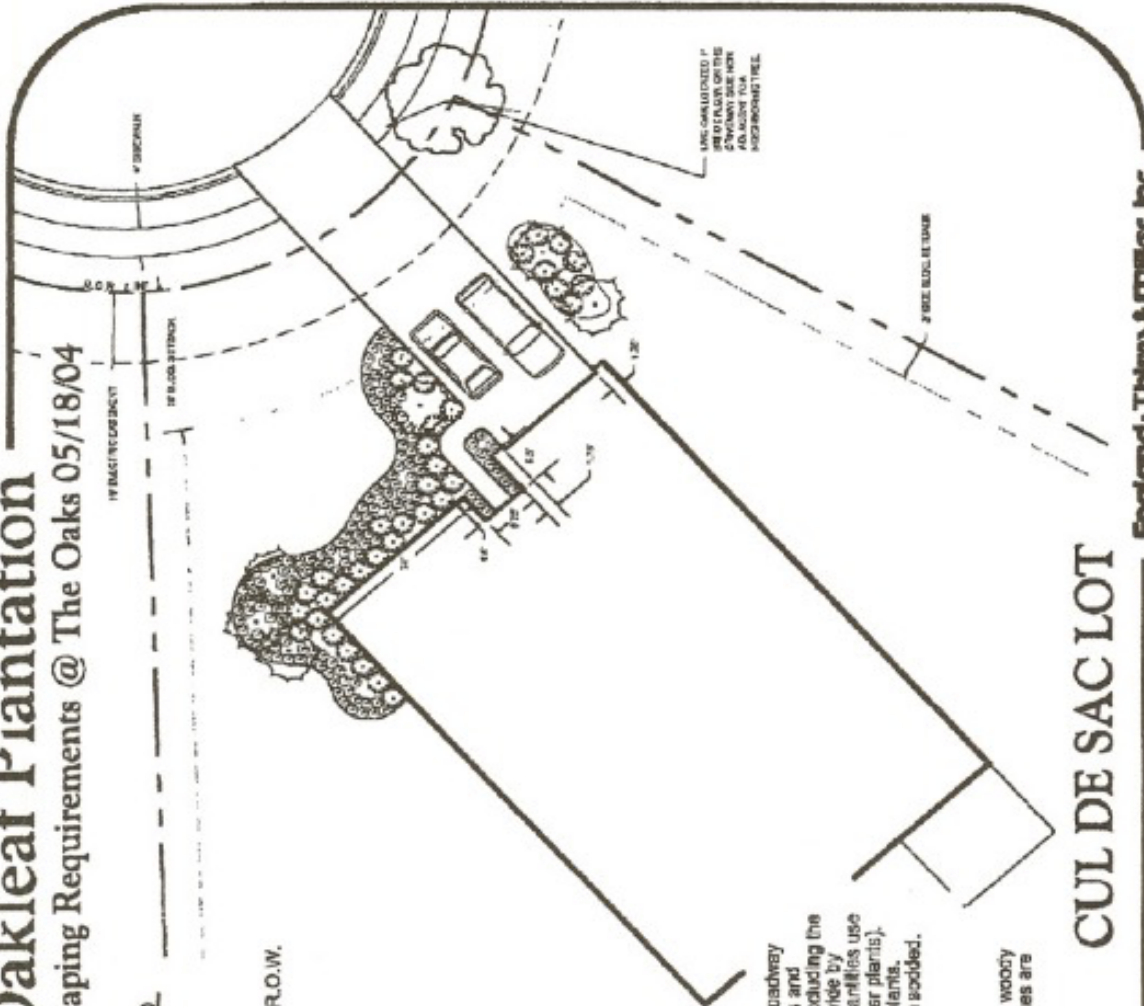


GROUND COVER

### CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the L.F. of the houses roadway frontage. L.F. shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the L.F. and divide by 2 (width of minimum shrub). For groundcover quantities use the L.F. as the number (i.e., 36 L.F. = 36 groundcover plants). All houses shall have a minimum of four accent plants. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



CUL DE SAC LOT

England-Thibby & Miller, Inc.

# Oakleaf Plantation

Lot Landscaping Requirements @ The Oaks 05/18/04

STANDARD LOT	REQUIRED	PROVIDED
FRONT YARD	33' LF	
HEDGE PLANTS	17	22
ACCENT PLANTS	6	6
GROUND COVER	33	112

NOTE: ONE LIVE OAK TREE REQUIRED WITHIN R.O.W.

## PLANT SYMBOLS



TREE



ACCENT SHRUB OR SMALL TREE



HEDGE SHRUB

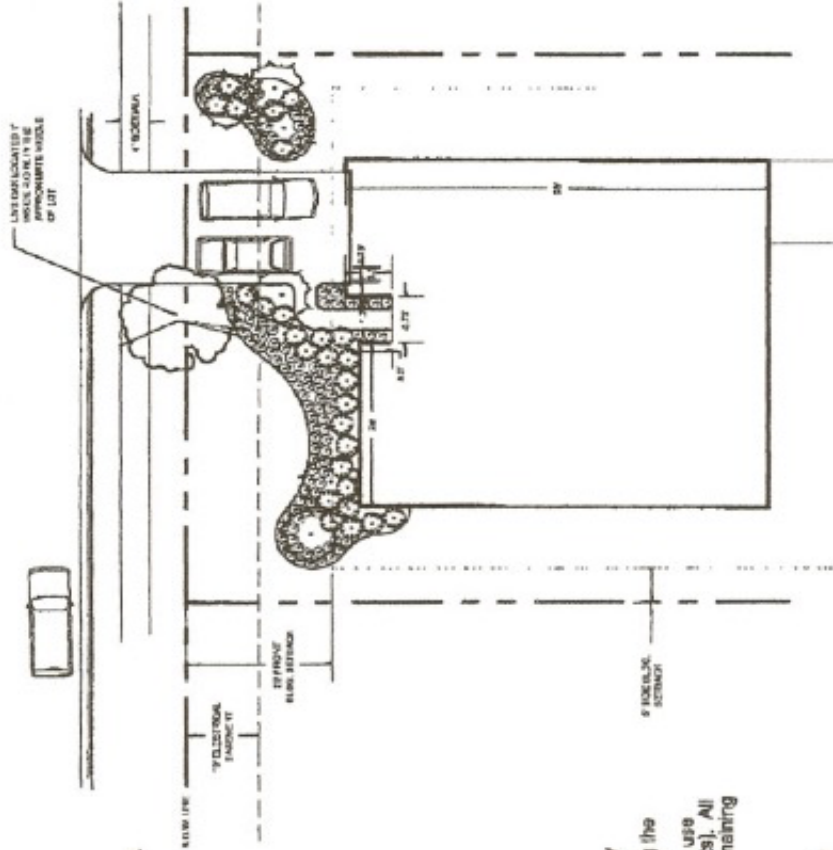


GROUND COVER

### CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the LF of the houses roadway frontage. LF shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the LF and divide by 2 (width of minimum shrub). For groundcover quantities use the LF as the number (i.e. 38 LF = 38 groundcover plants). All houses shall have a minimum of four accent plants. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



## STANDARD LOT

England - Thoms & Miller, Inc.

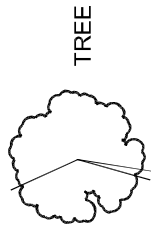
# Oakleaf Plantation

Lot Landscaping Requirements 05/28/04

STANDARD LOT	REQUIRED	PROVIDED
FRONT YARD	33'	33'
HEDGE PLANTS	22	22
ACCENT PLANTS	4 MIN.	4
GROUND COVER	33	39

NOTE: ONE LIVE OAK TREE REQUIRED

## PLANT SYMBOLS



TREE



ACCENT SHRUB OR SMALL TREE



HEDGE SHRUB

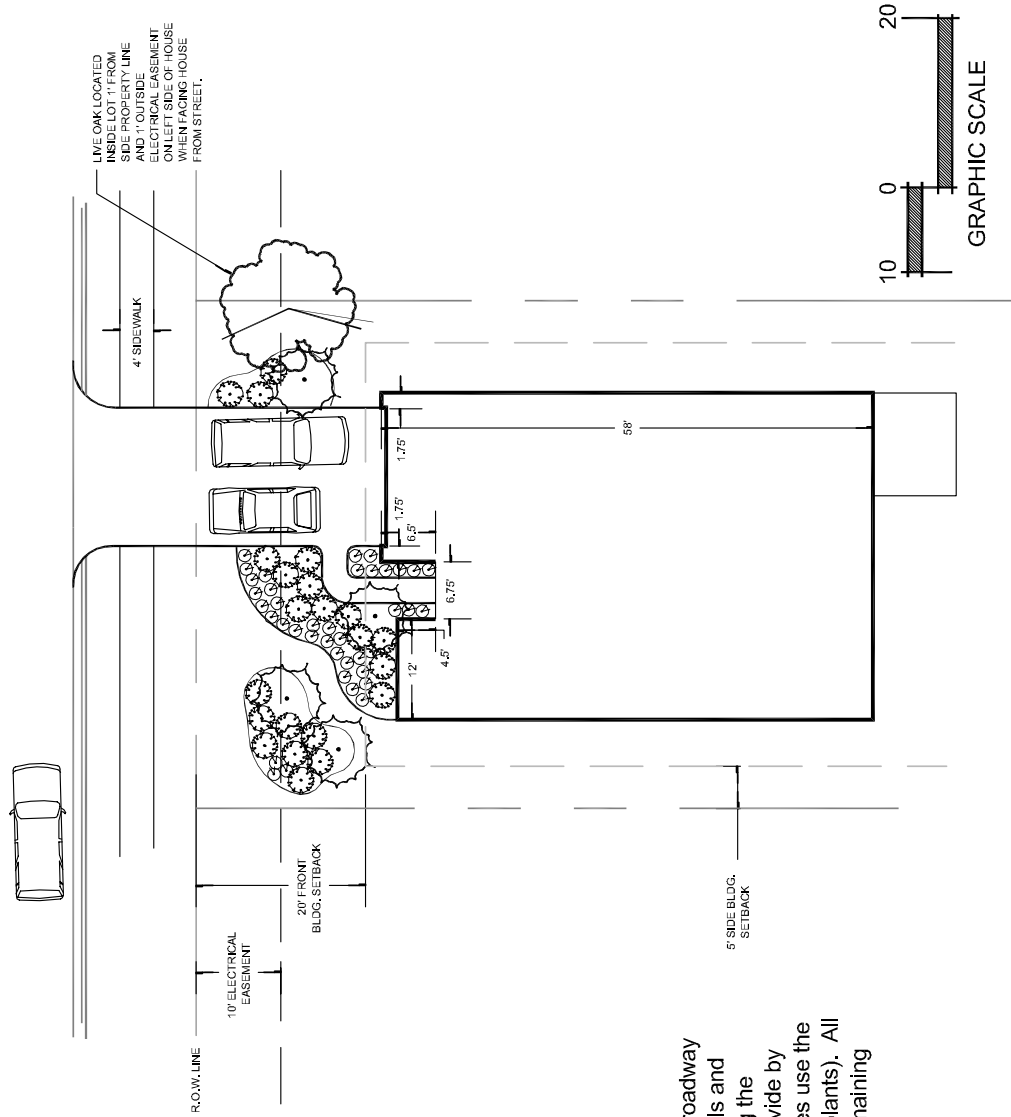


GROUND COVER

### CAUTION PRIOR TO DIGGING LOCATE ALL UNDERGROUND POWERLINES & UTILITIES!

Calculations are based on the linear feet of the houses roadway frontage. Linear feet shall be the total distance of all walls and doorways on the side facing a particular street excluding the garage. For hedge quantities take the linear feet and divide by 18" (width of minimum shrub). For groundcover quantities use the linear feet as the number (i.e. 38 L.F. = 38 groundcover plants). All houses shall have a minimum of four accent plants. Remaining areas not planted or mulched shall be sodded.

NOTE: Electrical easement plantings may include woody shrubs less than three feet tall or grasses. No trees are permitted within the easement.



## STANDARD LOT

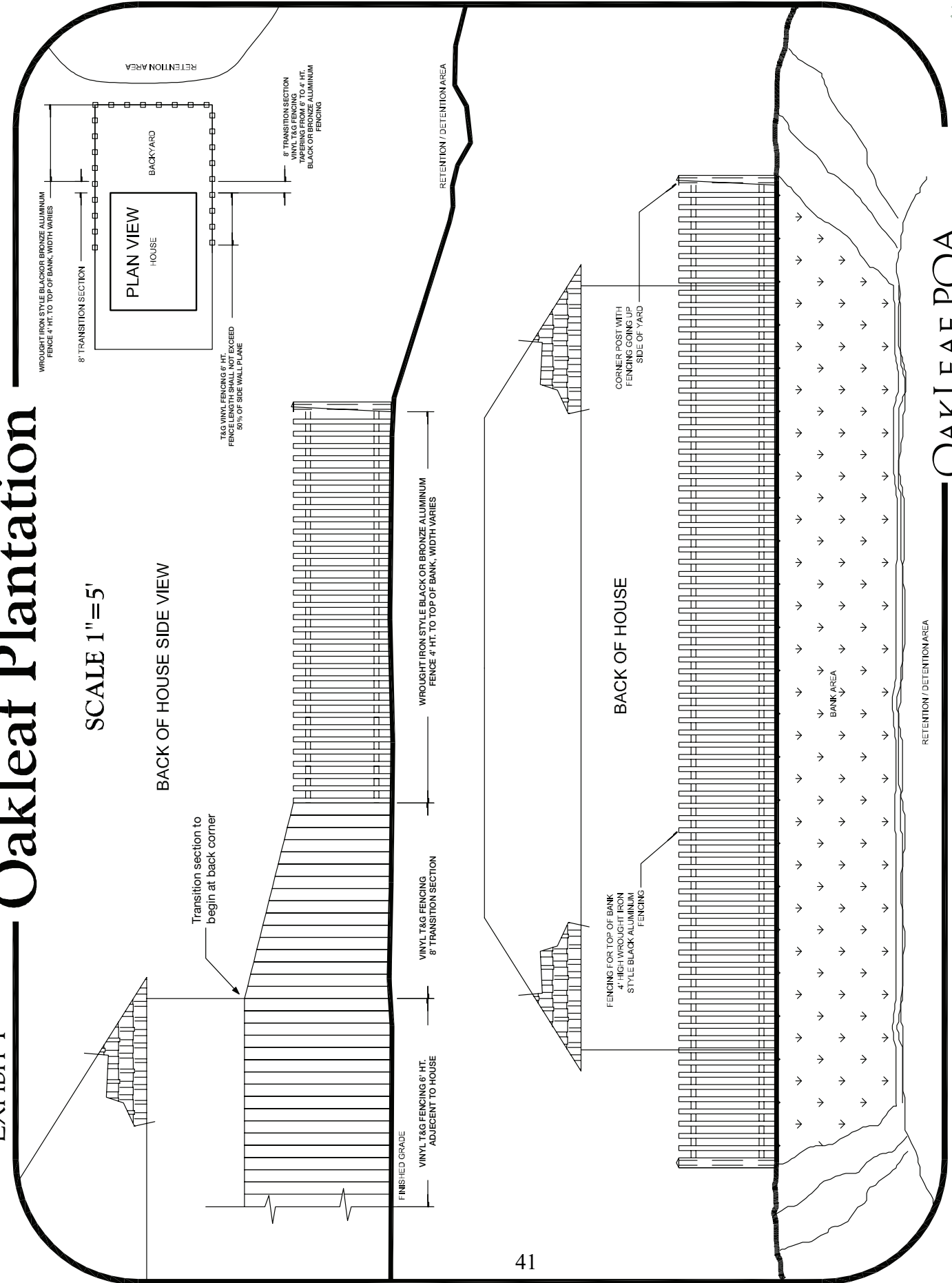
England-Thims & Miller, Inc.



# Oakleaf Plantation

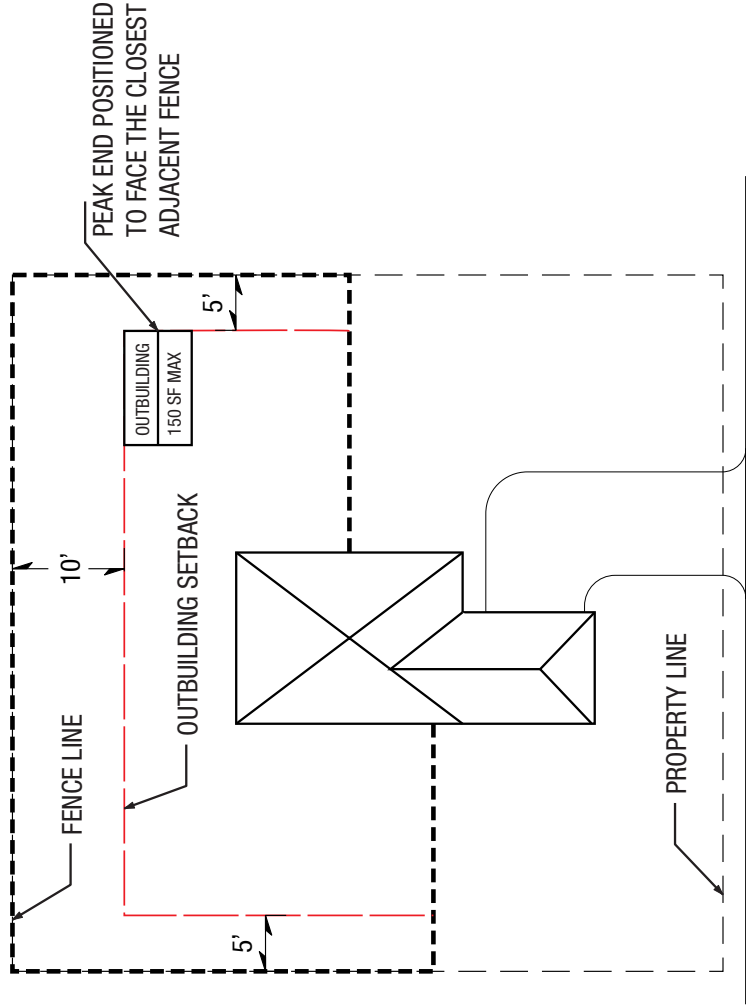
SCALE 1"=5'

## BACK OF HOUSE SIDE VIEW



# Oakleaf Plantation

## Typical Outbuilding & Fence Detail for Standard Lots



### \* General Outbuilding Requirements:

- 10' SETBACK FROM REAR FENCE LINE
- 5' SETBACK FROM SIDE FENCE LINE
- COLORS OF OUTBUILDING MUST MATCH COLOR SCHEME OF MAIN HOME
- SHINGLE ROOF TO MATCH HOUSE SHINGLES
- 150 SQUARE FOOT MAXIMUM
- 6' MAXIMUM WALL HEIGHT
- 8' MAXIMUM ROOF PEAK HEIGHT
- NO PLASTIC OR METAL BUILDINGS
- ORIENTATION SHOULD BE GABLED END TOWARDS CLOSEST FENCE

### General Fencing Requirements:

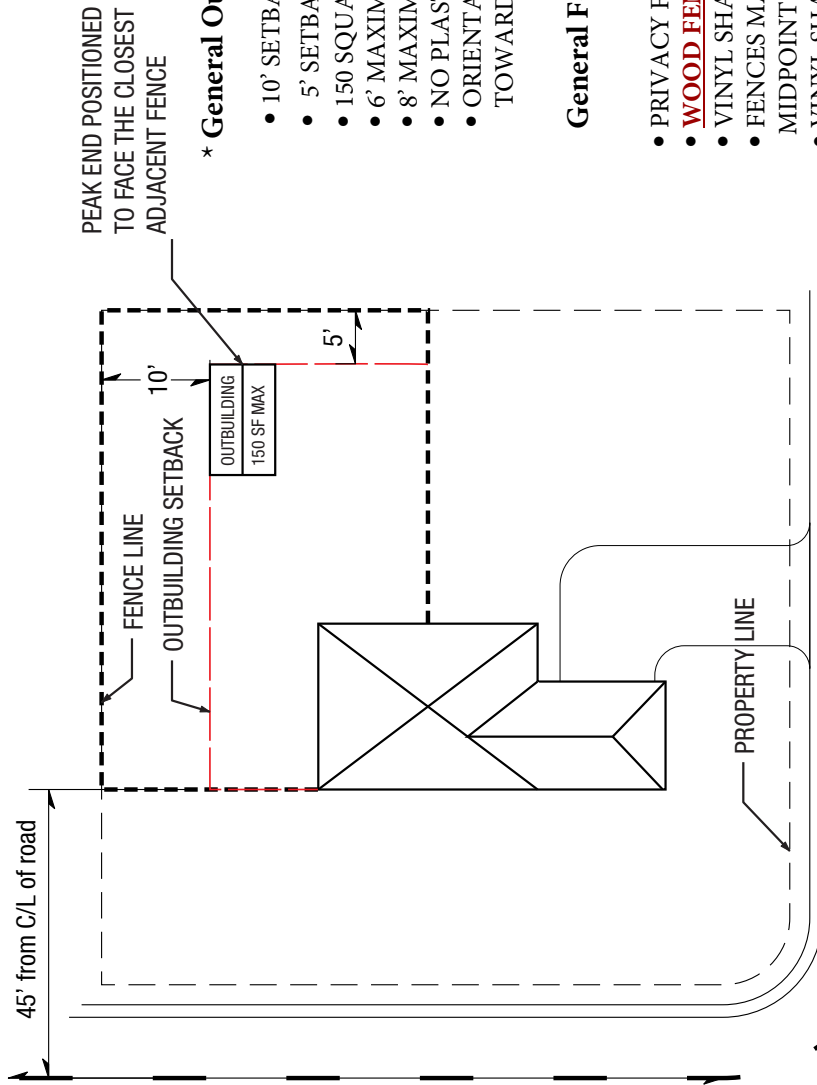
- PRIVACY FENCING SHALL BE 6' HIGH MAX.
- **WOOD FENCES ARE NOT PERMITTED**
- VINYL SHALL BE WHITE OR TAN IN COLOR
- FENCES MAY NOT START FORWARD OF THE MIDPOINT OF THE SIDE WALL PLANE
- VINYL SHALL BE TONGUE & GROOVE STYLE
- CORNER LOTS REQUIRE INCREASED SETBACK
- LAKE LOTS REQUIRE TRANSITION IN CERTAIN CASES

\*STRUCTURES WITH PERMANENT FOUNDATIONS MAY REQUIRE BUILDING PERMIT WITH THE COUNTY. APPROVAL BY OAKLEAF POA DOES NOT SUPERSEDE ANY LOCAL BUILDING CODES OR REQUIREMENTS FOR PERMITS

# OAKLEAF POA

# Oakleaf Plantation

Typical Fence & Outbuilding Detail for Corner Lots



## \* General Outbuilding Requirements:

- 10' SETBACK FROM REAR FENCE LINE
- 5' SETBACK FROM SIDE FENCE LINE
- 150 SQUARE FEET MAXIMUM
- 6' MAXIMUM WALL HEIGHT
- 8' MAXIMUM ROOF PEAK HEIGHT
- NO PLASTIC OR METAL BUILDINGS
- ORIENTATION SHOULD BE GABLED END TOWARDS CLOSEST FENCE

## General Fencing Requirements:

- PRIVACY FENCING SHALL BE 6' HIGH MAX.
- **WOOD FENCES ARE NOT PERMITTED**
- VINYL SHALL BE WHITE OR TAN IN COLOR
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- CORNER LOTS REQUIRE INCREASED SETBACK
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OAKLEAF POA

**Oakleaf Plantation West Property Owners Association, Inc.**

**VARIANCE REQUEST INFORMATION**

Pursuant to Section 5.5 of the Declaration<sup>1</sup>, an owner may request that the Association's Architectural Committee consider granting a variance with regard to any architectural rule or guideline from the Declaration or published architectural guidelines for the Association ("Rule") if such owner can successfully demonstrate the following:

The essential underlying purpose of the Rule has been or will be satisfied through some other means, **and**

Special circumstances such as topography, natural obstructions, hardships, or aesthetic or environmental considerations create a "substantial hardship" or would violate "principles of fairness."

"Substantial Hardship" means a demonstrated economic, technological, legal, or other type of hardship to the owner requesting the variance.

Violating "principles of fairness" is defined as a circumstance where a person is affected by the Rule in a manner significantly different from others who are subject to the same rule and substantially similarly situated.

A "variance" is a decision issued in writing by the Association's Architectural Committee applicable only to the particular owner, Building Site, improvement and Rule described in the variance request and approval; and shall not act as a waiver of any other Association covenant, restriction, rule or guideline as to the requesting owner.

An approved variance will not affect the enforceability of any municipal requirement. Owners must still comply with municipal zoning and setback requirements.

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<sup>1</sup> Section 5.5 of the Declaration of Covenants and Restrictions for Oakleaf Plantation West, recorded in the official records of Clay County, FL Book 2227, Page 1543, as amended and supplemented.

## Instructions for Requesting VARIANCE

A request for Variance should be printed or typed on one side of each page in number paragraphs using the format of the attached EXAMPLE.

The body of the request must contain the following information:

The name, address, telephone number, and email address of the owner;

The name, address, telephone number, and email of the attorney (if any);

The Covenant or rule cite from which variance is requested, including the text of the applicable portion of the covenant or rule;

The circumstances that demonstrate a substantial hardship or violation of principles of fairness that would justify the variance being requested;

How the essential purpose of the Rule will be satisfied and/or the reason the Variance, if approved, will not negatively effect the purpose of the Rule;

Whether the Variance is permanent or temporary. If temporary, the request should state the dates for the requested Variance.

The Association's Architectural Review Committee will make every effort to respond in writing to requests for Variance within sixty (60) days of receipt. Requests may be withdrawn at any time by the applicant prior to final action. If a request is denied, **the decision is final.**

If a situation requires immediate action, you may file a request for an Emergency Variance. In addition to the items listed above, a Request for Emergency Variance must be clearly identified as an emergency request on the title/first page. The request must specify what facts make the situation an emergency and what harm will occur if the variance is not issued sooner than the time frames normally provided. The Association's Architectural Committee will make every effort to review Emergency requests within thirty (30) days of receipt. When a situation requires an answer in less than thirty (30) days, your request should state how soon you need an answer, and why. If it is determined that no emergency exists, your request will be considered on a non-emergency basis, and the normal timelines will apply.

Requests for Variance should be sent to:

**Oakleaf Plantation West Property Owners Association, Inc.**  
**Attn: Variance Requests**  
**PO Box 440549**  
**Jacksonville FL 32222**

Date: 2/2/2022  
Mary Jane Smith  
123 Cardiff Way  
904-555-0000  
mjsmith@gmail.com



#### **Request For Variance – Tree**

**1. Architectural Guidelines Sec 401**

Landscape Intent

Preservation and enhancement of any lot areas retaining native vegetation is strongly encouraged.

**Architectural Guidelines Sec 402**

Preservation of Existing Trees

No tree measuring six inches (6”) or more in diameter at a point three feet (3’) above ground level may be removed without written approval of the ACC, unless it is located within ten feet (10’) of the living unit. Tree removal may require additional permitting as required by Clay County.

**Architectural Guidelines Sec 403**

Trees

Front and side yard trees shall be located as shown in the example on exhibit B & are specific to the three types located within Oakleaf. Lot types include Standard, Cul-de-Sac, and Corner Lot.

2. Thank you for considering my request for a variance for from the rule requiring me to plant an oak tree in an alternate location in my front yard to replace the existing Oak that I am requesting to remove due to extensive driveway damage.

My lot has a layout that is not conducive to planting a replacement oak in the small area between my and my neighbor’s driveway. I appreciate your consideration in advance.

3. I feel the essential purpose of the Rule is being satisfied because I am planting a replacement tree, only I am requesting that it be placed in an alternate location in the front yard.

4. This request is for a permanent variance.

Thank you for your consideration.

## Exhibit J

Mailbox posts, boxes, and number sets are usually in stock and readily available. The Association makes all efforts to maintain a constant inventory of these items as a convenience to OakLeaf property owners.

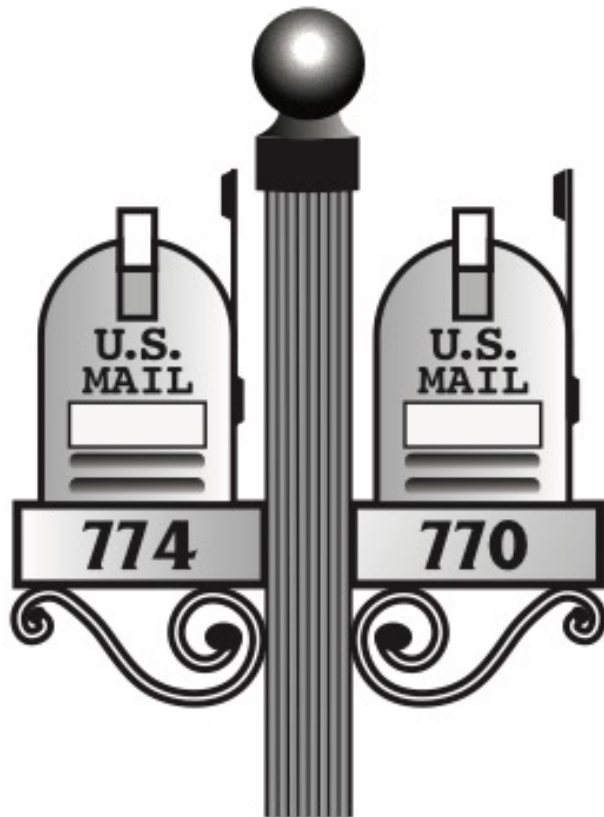
Once ordered and paid for, the Association's vendor will install the post as quickly as possible, usually on the weekend but please note that inclement weather may cause a delay. Installation of post includes removal of old post from the ground and the direct in-ground burial of the new post, using cement to stabilize. The new post will be installed in accordance with USPS guidelines which state that the bottom of the mailbox should be located 41-45" from the road's surface and that the front of the box should be placed 6-8" back from the curb.

The old post and box will not be removed from the property as these items are your physical property and will remain as such. Feel free to dispose of them as you see fit.

OakLeaf POA Approved Number Sets are cut from a permanent adhesion vinyl, 3M-7725-10 White, set in Friz Quadrata Bold at 2.5" Tall.

OakLeaf POA Approved Mailboxes are galvanized steel, post-mount boxes in gloss black with a red flag. Model - Gibraltar, Size - Medium

### Double Post



### Single Post

