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ARCHITECTURAL REVIEW STEPS – IN PHASE 2

Step 1

Select an Approved Architect/Designer, Landscape Architect, and Builder

- Check with the ARC for a current list of approved professionals. You may use the following email address for this inquiry: arcsugarsand@gmail.com
- Professionals other than those listed may only be employed after ARC approval.
- Obtain and complete an Architectural Review Application. You may use the same email address above to obtain this Application.

Step 2

Submit an Architectural Review Application & Fees for the Preliminary Plan Review

- A Preliminary Plan Review is intended to resolve design issues before incurring the expense of construction documents.
- The initial submission must include:
 1. The completed Architectural Review Application
 2. \$2,230 non-refundable Review Fee which will cover the design review fee of \$1,500.00 and Project Ecologist review fee of \$730.00. Make check payable to Sugar Sand Homeowners Association, Inc. ("HOA") and mail it to: the mailing address as posted on the HOA webpage online. In the memo section of the check please write "Review Fee" and include your Lot number. Hard copies of all submittal papers and plans along with your check are to be mailed to the above address. Electronic copies of the foregoing must also be emailed to: arcsugarsand@gmail.com
 3. \$10,000 refundable Building Fee to assure compliance with these Architectural Guidelines. An owner's check for this fee should also be made payable and delivered in the same manner as the non-refundable Review Fee noted above.
 4. Site Plan with property lines, setbacks, location of residence, garage, pool, patios, and driveway depicted. It is important that pervious and impervious areas be differentiated on the site plan, and that planted areas be shown. These areas must be dimensioned and the square footage of each shall be noted on a table on the site plan. Impervious areas are improvements on grade that represent permanently impacted St. Andrew Beach Mouse habitat. Porous concrete is one, but not the only, example of an improvement that is included within the meaning of "impervious" as used herein.
 5. Floor Plans with room names, sizes, and all architectural elements including window & door openings
 6. All exterior elevations with exterior material call outs.
 7. Certified survey with raised, signed seal. Survey should include property lines, topographic lines, flood zones with base flood elevation, significant trees, and utilities.
- A copy of the initial submittal shall immediately on receipt be provided to the Project Ecologist for its technical review and recommendation to the ARC.
- The ARC will assist the buyer's design team to produce an approved design, perform initial reviews, and provide written reports to the owner and buyer's design team via email.
- The buyer's design team must respond to any matters identified in the Preliminary Plan Review prior to submitting plans for Final Plan Review.
- The buyer's design team will be provided current information available to the ARC regarding Tyndall Air Force Base (TAFB) restrictions on use of certain radio frequencies that could interfere with its normal operations.



Step 3

Submit for Final Plan Review

- Buyer's design team must submit one (1) set of architectural drawings, specifications, and a copy of the landscape plan, dated, signed and sealed by the approved design professionals. The construction documents shall be complete and detailed so that all significant aspects of the construction are clearly identified and can be readily understood by construction professionals. The final submission should also include exterior color selections and any exterior specifications and fixtures. The drawings shall all be emailed to the ARC and to the Project Ecologist. The Project Ecologist shall provide its recommendation to the ARC within 15 days. The ARC will respond to owners or their consultants within 15 days after receipt of the Project Ecologist's recommendation, overall time of 30 days unless more information is required from Owner before review can be completed.
- Before a written Notice of Eligibility for Construction can be issued, buyer's design team must certify to the ARC that it has confirmed with its construction supervisor, or other appropriate representative that it has alerted its general contractor and subcontractors of any TAFB radio frequency restrictions that must be observed during Lot construction.
- The ARC will issue a written Notice of Eligibility for Construction.
- Concurrent with final submission, the owner or general contractor will provide a stakeout of the lot lines and building lines for review by the ARC or by the Project Ecologist, if required. All trees to be removed must be clearly indicated with ribbon not paint.
- Upon approval by the ARC of the final plans and the stakeout, as required, the owner may then submit to the county or other agencies for a building permit.

CONSTRUCTION START

Upon receipt of the ARC approval and the county building permit, the owner shall coordinate a pre-construction meeting between his general contractor and the Project Ecologist and after completion of that meeting may commence construction subject to the construction conditions set forth in the below standards. The ARC reserves the right to enter and inspect the lot for compliance during any stage of construction.

AS BUILT SURVEY AND CERTIFICATE OF OCCUPANCY

Upon completion of construction the following will be submitted to the ARC for record.

1. As-built survey by surveyor.
2. As-built set of construction drawings.
3. Certificate of Occupancy by the county.
4. A set of photographs depicting the entire completed project.

Upon certification by the ARC that all improvements have been satisfied per the Sugar Sands Architectural Guidelines, the ARC, will issue a Final Construction Approval. No residence within Sugar Sand may be occupied by any person until this final approval is issued by the ARC, and a Certificate of Occupancy is issued by the county. Upon the county's issuance of a Certificate of Occupancy, an Owner shall be entitled to have the HOA refund the unused portion of his Building Fee.

ARCHITECTURAL REVIEW COMMITTEE

PURPOSE

The Architectural Review Committee (ARC) and review processes have been established to define aesthetic standards for the design and construction of Sugar Sand, and to examine, approve, or disapprove any and all proposed or modified



improvements for building sites. The Project Ecologist will serve as a technical advisor on matters relating to the various permits under which the Project operates.

OBJECTIVES

Architectural and design review shall focus on, but not be limited to, the following objectives:

1. To prevent excessive or unsightly grading, indiscriminate earth moving or clearing of property, and removal of trees and vegetation which could cause disruption of natural water courses or scar natural land forms.
2. To ensure that the location and configuration of the proposed improvements are visually harmonious with the terrain and do not unnecessarily block scenic views from existing structures or tend to dominate any general development or natural landscape.
3. To ensure that the architectural design of proposed improvement, and their materials and colors, visually enhance the overall appearance of Sugar Sand.
4. To ensure that the plans for landscaping relate to the existing vegetation, provide a visually pleasing setting for structures on the same lot or nearby lots, and blend harmoniously with the natural landscape.
5. To ensure that any proposed improvements comply with the provisions and guidelines set forth by the Sugar Sand Architectural Guidelines.
6. To promote building design and construction techniques that improve energy consumption and environmental consideration such as heat loss, air emissions, and run off water quality.
7. To make a good faith effort to determine, but without guaranteeing, that proposed improvements comply with the Environmental Resource Easements impacting the Project, including their underlying permits.

ENFORCEMENT POWERS

(1) As part of the approval process, the ARC reserves the right to enter the site and inspect the proposed improvements to assure compliance with the approved plans and specifications.

(2) If any proposed improvements are made without the approval of the ARC, or are not in compliance with the approved plans and specifications, then the owner shall upon written demand cause the proposed improvements to be removed or restored within ten (10) days from the date of the written demand to their original conditions, or their depiction in approved plans and such owner shall bear all costs and expenses of such restoration or removal, including costs and reasonable attorney fees of the ARC. In addition to, and not in lieu of, any other remedy for non-compliance with these Architectural Guidelines, the HOA, at the request of the ARC, may apply the Owner's Building Fee, in whole or in part, to pay any Owner obligation arising from non-compliance with these Architectural Guidelines.

(3) If the owner has not removed or restored or commenced to remove or restore the unapproved proposed improvements within the period set forth in paragraph 2 hereof, the Sugar Sands Homeowners Association, Inc. ("Association" or "HOA") shall have the right to institute an action to recover sums due for damages or to seek injunctive relief to require the owner to cease, remove, or restore the unapproved proposed improvements. The HOA can also impose compliance liens for infraction.

BASIS FOR DECISION

Approval shall be granted or denied by the ARC based on these Architectural Guidelines and the Environmental Resource Easements impacting the Project, including their underlying permits, and also including:

1. Compliance with the provisions of the Sugar Sand Architectural Guidelines.
2. The quality of workmanship and materials.
3. The harmony of the external design with the surrounding community.
4. The effect of the construction on the appearance from surrounding properties.
5. Such other factors, including purely aesthetic considerations, which in the sole opinion of the ARC shall affect the desirability or suitability of the construction.



LIMITATIONS OF RESPONSIBILITY

The primary goal of the ARC is to conduct a general review of the application, plans, materials, and samples submitted to determine if the proposed structure conforms in appearance with the Sugar Sand Architectural Guidelines and applicable Environmental Resource Easements. ARC review and approval of an owner's plans does not relieve the owner of the requirement to comply with every detail of these Architectural Guidelines and Environmental Resource Easements unless variances therefrom have been requested by the owner and the ARC has specifically approved the variances in writing. The U.S. Army Corps of Engineers and the U.S. Fish and Wildlife Service have the power to enforce conditions and restrictions associated with the permits they have issued for the Project and the ARC has no authority to waive or grant variances therefrom. The ARC does not assume responsibility for the following:

1. Structural adequacy, capacity, or safety features of the proposed structure.
2. Soil conditions or erosion requirements.
3. Compliance with all building codes, safety requirements, governmental laws, regulation, or ordinances.
4. Performance or quality of work by any contractor

Any owner making or causing to be made any proposed improvement agrees and shall be deemed to have agreed, for such owner and his heirs, personal representatives, successors and assigns to hold the developer, ARC, the Project Ecologist, the Association, and all other owners harmless from any claim, demand, liability damage to persons or property and from expenses arising from the construction and installation of any proposed improvements or in any way relating to the subject matter of any such review, acceptances, inspections, permissions, consents, or required approvals, whether given, granted or withheld, and such owner shall be solely responsible for the maintenance, repair, and insurance of any proposed improvement. In any event the owner is always responsible for assuring that the proposed improvement are in full compliance with all applicable Governing Documents of the Project, local, state, and federal laws, rules, regulations, regulatory permit requirements and building codes.

BUILDER & CONTRACTOR STANDARDS

CONTRACTOR STANDARDS

The following shall apply to any and all construction, improvement, alteration, or maintenance of any structure, and change to the exterior of any structure and to grading, excavating, tree removal, landscaping, patio, hardscape or any other change to the grounds of a single family site within Sugar Sand. In the event of a violation of these criteria and guidelines, the construction or work being performed shall cease until conformance.

BUILDING CONTRACTORS

To ensure the construction quality of the Sugar Sand community, all builders and contractors must have the appropriate current Florida state general contractor and local business licenses. The builders and contractors shall be selected from the current approved list of building and contracting professionals. The list will be determined by the ARC and may be subject to change at any time.

START OF CONSTRUCTION

No lot clearing or placement of any equipment including portable toilets will be permitted until formal written approval of the ARC has been granted and all required governmental permits are obtained.

PORTABLE TOILETS

Prior to commencing work, a portable toilet must be placed on the job site and in a manner so as to least disturb other residences and other construction activities.



CONSTRUCTION TRAFFIC

All construction traffic shall have direct access through the main entrance. All contractors must register a complete list of their sub-contractors and other employees who are permitted entry into the community with the HOA. No vehicle shall be parked on any lots other than their specific job site. There will be no washing of any trucks or other equipment on the streets.

CONSTRUCTION HOURS

The construction working hours are from 8:00am to 6:00pm Monday through Saturday. Construction activities of any kind will not occur on or around any site during nationally recognized holidays. These schedules are subject to change by the ARC. A 24-hour emergency telephone number must be kept on file with the Association.

SITE CLEAN UP

Construction sites must be maintained in a neat and orderly fashion. All contractors are required to provide at least one (1) trash dumpster for every residence under construction and have it on site the first day construction begins. Dumpsters must be emptied as needed but not less than once a week. The builder is responsible for trash that blows off the site and shall retrieve such trash immediately. No trash should be stockpiled on the lot. There will be no stockpiling or dumping on adjacent lots or on streets. Contractors will use only the utilities provided on the site on which they are working.

CLEARING

Only plants, vegetation, and trees directly within the planned structure, roof overhangs, or driveway shall be removed. Any plants, vegetation, or trees uprooted or cut down on the job site shall be removed from the job site and from the community as soon as is practical but not later than five (5) working days.

CONSTRUCTION DAMAGE

Any damage to streets and curbs, drainage inlets, sidewalks, street lights, street markers, mailboxes, walls, etc., will be repaired by the contractor or the Association and such costs shall be billed to and paid by the responsible contractor or Owner.

CONSTRUCTION SPILLAGE

Operators of vehicles are required to see that they do not spill any damaging materials while in the community. If spillage of a load occurs, operators are responsible for cleaning it up. Clean-ups done by the Association shall be billed and paid by the responsible party. Please report any spills as soon as possible.

SEVERED LINES

If any electrical, water, telephone, cable television, gas, or other line is cut it is the contractor's responsibility to report the accident to the Developer and the ARC within thirty (30) minutes.

CONSTRUCTION SITE APPEARANCE

All personnel working in the community are to keep all of their areas free of discarded materials such as lunch bags and odd materials. Objects should not be thrown out of cars and trucks. Any littering can result in fines being imposed on the responsible contractor.

NOISE LEVELS

Loud radios or noise will not be allowed within the community. Normal radio levels are acceptable; however, speakers mounted on vehicles or outside of homes under construction are not permitted. Any noise shall be contained to the site itself and not heard by surrounding properties.



SIGNAGE

During construction, one (1) construction sign built in accordance with ARC standards will be permitted within the front setback of the lot to assist sub-contractors and others in locating the job site. The sign shall be 36"x24" mounted on a single wood post with white vinyl sleeve and cap. Coast2Coast Printing (c2cprinting.com) is the preferred vendor.



MODIFICATIONS

Please note that any modifications to the exterior of any structure/lot must be submitted to the ARC for approval before any work begins. This includes, but is not limited to garages, any type of outbuilding, decks, terraces, patios, courtyards, walks, driveways, parking areas, swimming pools, fences, exterior lighting, exterior color changes of any exterior surface, landscaping, cut and fill operations, drainage, or removal of any existing vegetation. If you have any questions regarding a possible modification, please contact the ARC Coordinator.





These Architectural Guidelines have been created as a guide for building in Sugar Sand. They are presented as a tool to cultivate a complete understanding of our vision and to guide you through the design of a home at Sugar Sand. It is our hope that the guide will contribute to both the fulfillment of our intentions and your own dreams. We hope you find this guide both informative and easy to use. At Sugar Sand the limited material palette, traditional construction methods, natural colors, and simple forms and shapes are transformed by the local climate and the vernacular architectural traditions of the gulf coast.

Sugar Sand is situated along the eastern border of Tyndall Air Force Base. In order to remain compatible with a continuation of the missions and operations of Tyndall AFB, all Owners and other interested parties acknowledge and agree to be bound by and to comply with the Tyndall AFB Compatibility Covenants & Restrictions that are set forth in the last section of these Architectural Guidelines.

ROOF ELEMENTS

The architectural character of Sugar Sand is integrally related to its roofscape. The roofscape is partly defined by its roof profile lines-where the roof gable meets the eave-and is animated by roof elements including dormers, widow's walks, balconies, and cupolas. The design of the roofscape and its profile edge is one of the most critical details in a successful design. These roof elements and profiles will add scale, texture, and articulation to the overall character of Sugar Sand.

COMPOSITION

- Roof elements, including dormers, balconies, and cupolas are encouraged.
- Deep eave overhangs (18" minimum), in all directions, are required on all major building masses and should be proportioned to the scale of the building mass.
- Flat skylights and bubbled skylights are prohibited. Natural overhead light should be captured with clerestory windows or dormer windows.
- Solar panels will be considered by the ARC with sensitivity given to size, location, and visibility.

MATERIALS

- Roofs using Worhouse metal roofing tiles in either the Supre or Ulta lines, in either Raven Black or Pacific Gray colors are ARC approved roofing materials. Any successor or assign(s) of Worhouse that manufactures the Supre or Ulta lines in Raven Black or Pacific Gray colors are also approved roofing materials. No other roofing materials may be used at Sugar Sand in Phase 1. Asphalt shingles are not allowed.
- For Phase 2, in addition to the Phase 1 Worhouse roof materials, roofs using Timeless Roofs steel roofing tiles in either the Estima or Tremblant lines, in either black or graphite colors are ARC approved roofing materials. Any successor or assign(s) of Worhouse or Timeless that manufactures the approved lines and colors of either of the foregoing manufacturers are also approved roofing materials. No other roofing materials may be used at Sugar Sand in Phase 2. Asphalt shingles are not allowed.
- Aluminum or vinyl fascia and trim are not allowed.

COLORS

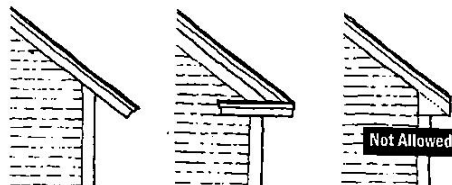
- Eaves, rafters, soffits, and trim should be painted or stained to match the house's trim color.

METHODS OF CONSTRUCTION

- Roof overhangs are an essential part of the Sugar Sand homes. Overhangs should be maximized wherever possible to provide shelter from both the sun and rain. Roof overhangs that incorporate balconies, decks, and screened porches are encouraged.
- The detailing of these overhangs should allow for a clear understanding of the nature of the craftsmanship and use of materials, such as simply profiled exposed rafter tails, bird/vent boards, and exposed roof purlins.

EAVE DETAILS

- The roofs of all residences within the community shall have a similarity of form to provide for a homogeneous character. All main gable and hip roofs shall have a minimum roof slope of 5/12 and maximum of 12/12. Secondary roof structures shall not exceed 30% of the footprint.
- Low slope roofing of 3/12 is acceptable only in minor areas (not to exceed 15% of roofing area) where it is used as a connection to or between larger roofed areas, attached shed roofs or shed roofs at porches. All connection roofs shall use material that is compatible with the main building structure.
- All roof accessories, such as vent stacks, and roof vents shall match the roof color. Wherever possible, vents shall be located away from the entry elevations.
- Copper or stainless flashing is recommended, except in the case of metal roofs where it shall be the same material as the roof. Roof overhangs shall be a minimum of eighteen inches. Vinyl or aluminum soffits are not permitted.
- Rain gutters if used shall be half round aluminum and attached to the fascia or rafter tails.
- The use of solar energy producing devices and personal satellite dishes are entirely subject to the ARC approval, and in all cases must be completely hidden from view from the street and adjacent properties.



EXTERIOR WALLS & TRIM

WALLS

- All exterior walls must be finished in the same material and use consistent detailing on all sides of the house, garage, and any other structure on the lot.
- Small areas of wall surface may be accented with a varying wall cladding pattern. Maximum of two materials.

TRIM

- All windows and doors must be edged with painted or stained wood trim or composite material.
- Trim should be used to unify various façade elements.

PROPORTIONS AND SHAPES

- Trim must be designed in proportion to the scale of the opening or the mass but never less than 3 ½" in width.
- Trim shall protrude a minimum of ¼" past the leading edge of adjacent shingles or clapboard.
- Most trim should be flat. Any shaped trim must be simple in profile.

DETAILS

- Shingles and clapboard must stop at the edge of trim. Trim may not be installed on top of shingles or siding.

- Detailing surrounding windows and doors shall be simple.

MATERIALS

- Wall materials shall be either:
 - Painted or stained Lap Siding or Shiplap Siding.
 - Painted or stained Cedar Shingles
 - Painted or stained Board and Batten
 - Painted fiber cement
 - Painted Stucco
 - Approved stone or brick on chimneys is allowed
 - Vinyl or Aluminum siding is prohibited
- Trim shall be wood or synthetic (such as Hardie Board)

FOUNDATIONS

The foundations shall be designed to facilitate above grade finish floor construction. Above grade floors permit breezes and shade to ventilate and cool under the house. In addition to the climatic advantages, raised floors assist in isolating the finished floor from high water conditions. Proper screening of these foundations is an important aesthetic component which requires focused attention.

MATERIALS, METHODS OF CONSTRUCTION

The foundation is comprised of two key components; footings and piers for support, and beams and joists which support floors.

- Only piers are allowed and can only be 3 to 4 feet out of the ground.
- Piers will be clad in either brick, stone, stucco, or wood.
- Concrete piers allowed with proper finishing and screening both between and over them.
- Exposed wood or concrete piers prohibited.
- Screening between piers is required and can be achieved with vertical or horizontal wood boards, open brick pattern, or an approved synthetic material.

WINDOWS

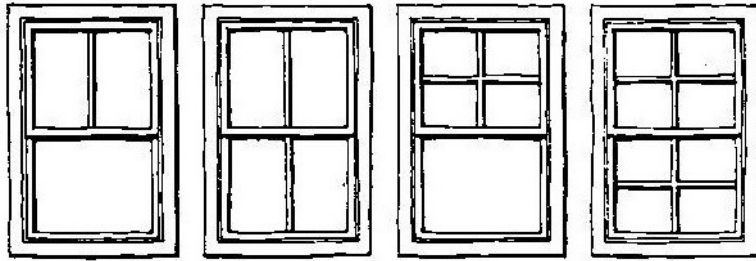
Windows and their arrangement are two of the primary compositional tools available to create the casual quality of Sugar Sand. The prudent use of generously scaled windows in combination with more traditional window sizes and placement is an important aspect of the successful transformation and reinterpretation of historic precedents. While windows must always be balanced within wall space, groups of smaller windows and the occasional large window will emphasize the light and flexible qualities of wood frame construction.

COMPOSITION

- All major vertical surfaces shall be articulated with windows
- All facades should be given equal care and attention in window composition and placement

PROPORTIONS AND SHAPES

- Each house shall incorporate a variety of window sizes that should reflect the uses inside
- Most windows shall be vertical in proportion, although windows may be combined in groups to create a horizontal element
- All window lights are to be large and simple. Recommended sash divisions for double-hung windows are 2-over-1, 2-over-2, 4-over-1, and 4-over-4 (see illustration).



DETAILS

- All windows shall be surrounded by trim, at least 3 ½" wide.
- The exterior profile of the muntins shall be dimensional. Muntins are to be integral in equally and applied between interior and exterior glass surfaces (SDL). Flat exterior or interior only muntins are prohibited.

EXTERIOR DOORS

COMPOSITION

Doors and the wood trim that surrounds them are to be an integral part of the façade compositions, and shall be located so as to combine with windows and other architectural elements to create a balanced but casual design. Door designs are to reflect the simple traditions that have developed over time in response to the natural structural qualities of wood and glass.

PROPORTIONS & SHAPES

- Doors shall be simply detailed. They may be solid and paneled or they may be glazed.
- Doors may be combined in groups to create a horizontal element.
- Solid panel double entry doors are prohibited.
- Split-level entries are prohibited.



MATERIALS & COLORS

- Doors shall be constructed of wood, or wood-like material with true or simulated divided light glass
- Screen doors shall be stained or painted wood or aluminum. Vinyl is prohibited. Screen materials are to be dark and non-reflective.
- In general French, slider, and screen door frames shall be finished to match the window color. Accent colors on special doors is allowed with permission from the ARC.

DECKS

- Anchoring the corners of the decks with properly scaled masonry or wood piers is required.
- Incorporating details common to the house is required.
- Unfinished treated wood decks are prohibited.

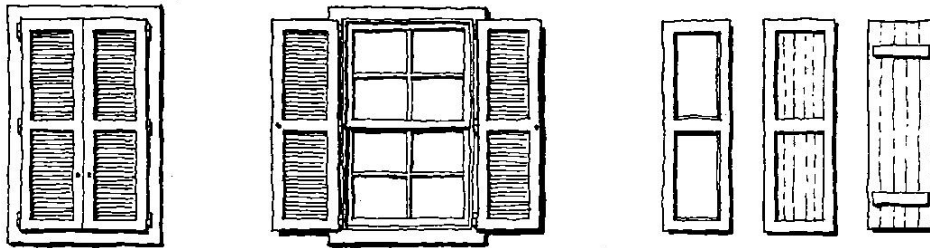
SHADING DEVICES, BALCONIES & SHUTTERS

BALCONIES

Balconies constructed of wood with exposed structures are encouraged and should be simply detailed. Their color in should match the trim color of the house. Unfinished treated wood balconies prohibited. Support brackets either functional or aesthetic are encouraged.

SHUTTERS

Shutters, if used, must appear fully operable and able to fully close over the window. This requires a width of ½ window opening and height to match window. Vinyl shutters prohibited. Powder coated aluminum shutters acceptable with ARC review.



ACCESSORY STRUCTURES

TOWERS

Towers will be allowed on select lots. The scale and proportion of the tower to the main body of the house is crucial. The footprint of the tower shall be no greater than 256 SF. The location of the tower can be on the side, front, or rear.

OUT BUILDINGS: GAZEBOS AND CABANAS

Gazebos and cabanas serve as areas of leisure allowing residents a place to read, meditate, or relax while breezes and shade help to insure comfort. These structures shall be detailed similar to the porches of the main house. A maximum of one allowed per lot.

MISCELLANEOUS EQUIPMENT SCREENING

Compressors, meters, condensers, pool equipment, and miscellaneous equipment shall be grouped and screened to minimize the impact on neighbors and the community. Screens shall be comprised of wood that is compatibly detailed to

harmonize with the exterior. Exposed vents, grilles, and other mechanical, electrical, and plumbing components shall be coordinated with building elements. Consider locating the dryer exhaust vent, hose bibs, water proof outlets, etc. below the first floor beam. Conceal these items to the extent possible and coordinate visible items with the foundation piers and screens, where it is feasible conceal other vent/grilles etc. in the eaves

GARAGES AND PARKING STRUCTURES

Many garages are located on primary streets and are highly visible. They should therefore make an architectural contribution to the community. To achieve this the quality of their design, their detailing, and their materials should be of the same level as that of the main house.

COMPOSITION

- Garages shall have a primary roof slope between 5:12 and 12:12.
- Detached garages are encouraged.
- A living space, or carriage house, may be placed above the garage, and accessed with interior or exterior stairs.
- Motorized carts must have a designated parking area within each lot. This area may be adjacent to the garage, as shown in several of the diagrams below. Cart parking need not be enclosed, but it should be carefully considered and designed.
- Parking is allowed under the home, without garage doors, as long as the foundation covering and screening requirements are met.
- Garage door opening and closing systems that use radio frequencies to remotely control opening and closing are permitted to use only frequencies in the following range: 310 to 315 MHZ.

PROPORTIONS & SHAPES

- The maximum size for a single car garage shall be 336S.F. gross (14'-0" x 24'-0")
- The maximum size for a double car garage shall be 676S.F. gross (26'-0" x 26'-0")
- Single-story garages shall have a maximum roof height of 22' above the parking grade level. Garages with living space above shall have a maximum roof height of 27' above the parking grade level.
- Porches or balconies from a garage's second story space are encouraged. They may be additive, as a cantilevered balcony, or cut into from the garage's second-story volume.

DETAILS

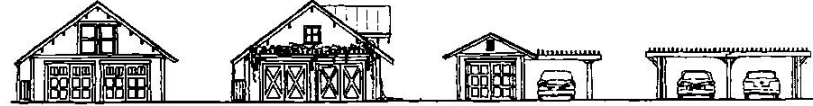
- All general "Architectural Character" requirements equally apply to all garages and carports
- All sides of the garage structure must be architecturally articulated with trim and at least one window
- Garage doors must be paneled and may incorporate glazing. They shall be carefully detailed as traditional swinging, folding, or sliding doors. Segmented roll-up doors are permitted only if they are designed to appear as one of the traditional door types.
- A shallow vine-covered pergola located immediately above the garage doors is a good way to minimize their scale.

MATERIALS

All parking structures shall match the material palette and detailing of the adjacent home.



TYPE 1: SINGLE CAR GARAGE, ONE STORY



TYPE 2: DOUBLE CAR GARAGE, ONE STORY



TYPE 3: DOUBLE CAR GARAGE, TWO STORY



TYPE 3: DOUBLE CAR GARAGE, TWO STORY

TYPE 4: SINGLE CAR GARAGE, TWO STORY



GARAGES DOORS

EXTERIOR DETAILS

FENCES

A limited amount of decorative fencing is allowed. Fences should follow the simple construction techniques and detailing found throughout the house's exterior. They may follow a similar articulation pattern to the railing on the porches. No chain link or privacy fences allowed. All fences shall be approved by the ARC.

PORCHES

Porches should be on at least two sides of every house and a minimum of 8 feet deep. Wrap-around porches are encouraged. Porches can be one or two stories. Flat porch roofs utilized as connectors to accessory structures will be permitted.

RAILINGS ON EXTERIOR STAIRS, BALCONIES, AND PORCHES

Railings should follow the simple construction techniques and detailing found throughout the house's exterior. Pickets can be designed to form rhythms or decorative patterns. Railings should be at least 36" high, and meet all local building codes. Railings, posts, pickets, stairs, and all associated framing shall be constructed of wood or metal. They shall be painted or stained to match the house.

CHIMNEYS

Chimneys shall be faced with stucco, brick, or stone. They may also be faced with the same material as the rest of the house, for example a siding-clad chimney stack. Chimneys shall be topped with either a metal, clay, or concrete cap and shall be scaled to fit the chimney. In general, chimneys should be kept relatively simple in massing and articulation.



TRASH ENCLOSURE

Each trash enclosure at Sugar Sand will be of similar size and shape. The trash enclosure shall be built above a concrete pad with an access gate, and able to connect into the permanent structure. The enclosure should be 60" high, with 6" square posts, and an enclosure on the top.

COLOR PALETTE

The color palette for Sugar Sand seeks to follow the same aesthetic philosophy as the architectural style, which transforms the historic Oceanside village through regional and contemporary interpretation. The palette includes warm, natural earth-tone colors, and muted stains, which are complemented by light trim. The light colored trim frames the house's massing and highlights window and door opening in the volume.

Sugar Sand is intended to be a homogeneous place, created with a limited palette of forms, materials, and colors.

Residents who wish to use interrelated colors, within this range, shall obtain ARC approval prior to use.

Builders, contractors, and architects shall provide the ARC with color chip samples, and have them on hand for review during the construction process.

DETAILS

- Most of the siding on each house, if painted or stained, must be done in a single color.
- Accent colors shall be restricted to special areas such as front doors, shutters, or special small areas of wall surface.

LOT LAYOUT & SITE PLANNING

All Lots within the Project are subject to the Environmental Resource Easement which protects the habitat of the St. Andrew Beach Mouse (SABM) in accordance with its underlying permit. While the buildable area within Lots is controlled by applicable setbacks, building plans are not allowed an unlimited amount of impervious area that would create a permanent impact on the habitat of the SABM. That is because the habitat permit for the SABM limits such permanent impact acreage for the Project as a whole. Prototypical Lot Layouts are an exhibit to the Environmental Resource Easement and Lot Owners are encouraged to have their site plans prepared in accordance with the limitations on impervious area reflected thereon. Plans not in compliance are subject to disapproval.

Consistent with the referenced Easement and underlying permit, the goal for the residential landscape is to maximize the amount of natural vegetation while providing pockets of livable soft green landscape.

Minimal clearing of the native vegetation in the setback areas is required. Accidental or inadvertent clearing must be avoided during the construction phase. Therefore, it is important that the architect and building contractor be informed of the setback requirements to prevent unnecessary clearing. (If unnecessary clearing does occur, it is the responsibility of the owner to replant the area with the appropriate native vegetation.) A percentage of the open space can be used for lawns, patios, and decks. Due to varying lot sizes and restrictions these plan elements are subject to review by the ARC.

CLEARING ALLOWANCES

- Front Setback Zone: Some clearing is permitted to allow a path or driveway through where is appropriate but must be approved by the ARC. See architectural review process. Supplemental native planting is encouraged.
- Side Yard Setback Zone: Supplemental native planting is encouraged. Minimal clearing is allowed for paths.
- Rear Yard Setback Zone: Some clearing is permitted but must be approved by the ARC. See architectural review process.

BUILDABLE AREA ON LOTS

The buildable area of a lot is controlled by the lot building setbacks contained herein, but not less than reflected on the plat for the Project as recorded in the public records of Bay County, Florida. Within the buildable area, there are limits on



the amount of impervious area that may be created on typical lot types. See Lot Layouts that are an exhibit to the Environmental Resource Easement and the discussion above regarding Lot Lay Outs & Site Planning.

SQUARE FOOTAGE & HEIGHT

All single family structures shall have a minimum square footage and maximum building height as set forth below. The Maximum Building Height represents the maximum height from the peak of the roof above the minimum finished floor elevation allowed for the lot.

- **Lots 1-45 2,400 SF Minimum**
- The Maximum building height is limited to 48 feet. Maximum 3 stories on pier foundation.

LOT BUILDING SETBACKS

Building setbacks from lot lines shall be consistent with the requirements below. Nothing attached to the single family structure can be constructed inside a setback.

TYPE	FRONT	SIDE	REAR
Lots 1-45	20'	7.5'	10' ⁽¹⁾

LOT NATIVE PLANTING BUFFERS

Vegetative buffers shall be provided interior to the lots along all lot lines consistent with the requirements below; they may overlay building set back lines. Vegetation may be either natural existing vegetation, when such exists in sufficient density to mimic the natural environment or a buffer planted with native vegetation from an approved palette.

TYPE	FRONT	SIDE	REAR
Lot 1-45	7.5'	5'	5'

A 20-Foot crossing of the front buffer is allowed for driveways and walks. Said crossing may be a single path or two paths with a total maximum cleared width of 20-Feet.

LOT GRADING

GENERAL NOTES:

1. Pad Elev (Elevation) represents minimum finished grade beneath buildings and structures based on the lot grading standards, but does not include any steps or foundation thickness.
2. The planned foundation type for residences within the subdivision is crawl space type construction with the bottom of the floor sub-structure elevated an estimated 36" minimum above grade.
3. Min FFE (Minimum Finished Floor Elevation) represents required minimum finished floor elevation based on the pad elevation. Actual finished floor elevation to be based on pad elevation and construction type, but not less than the flood zone elevation plus 1-foot or 12-inches above the adjacent road centerline elevation. Flood zones shown herein with base flood elevation are the adopted zones and elevations at the time of document preparation, but such is subject to periodic revision and should be verified prior to construction.

STANDARD LOT GRADING NOTES (Refer to details contained herein):

1. GCP-1 & GCP-2 (Grade Control Pts No. 1 & 2) are ROW line elevations at front lot corners when said elevations are consistent with roadway typical section. Said elevations shall not be less than adjacent road centerline elevation. When existing GCP-1 & GCP-2 are not consistent with roadway typical section, grade uniformly from roadway or back of walk to ROW line consistent with roadway typical section to establish GCP-1 and GCP-2.
2. Grade along front lot line/ROW line from GCP-1 to GCP-2 to be same as road centerline grade.

3. Base floor elevation (finished floor elevation excluding steps) to be not less than 4" above pad elevation and not less than 6" above GCP-3 for slab-on-grade or stem wall construction. For crawl space type construction, base floor elevation to be based on grading to pad location as shown plus crawl space height per house plans.

STANDARD TIE REQUIREMENTS:

1. General: Lot grading shown herein shows requirements for grading at perimeter and internal to lots based on lot type. For all lot types grading from lot to tie or match adjacent existing or proposed grade is required and such grading may be unconstrained or constrained by adjacent proposed grades or site features.
2. Side Lot Line Ties: At side lot lines adjacent to other lots, match grading of adjacent lot consistent with shown requirements. At side lot locations adjacent to a ROW and corner lots, match grading of ROW line. At other side lot locations, slope uniformly from side lot line to match existing or proposed consistent with standard tie requirements contained herein. Side lot line ties may be constrained or unconstrained as described herein.
3. Rear Lot Line Ties: At rear of lots, slope uniformly from grade control line (GCL) to match existing or proposed grade beyond lot using standards below. Rear lot line ties may be constrained or unconstrained as described herein.
4. Tie Constraints: Grading or tie constraints consist of conditions resulting from existing or proposed features that constrain the limits or elevations of ties. Such constraints may be applicable to all lot types. Proposed features that constrain ties include, but are not limited to, such items as drainage swales and stormwater management facilities (ponds) that constrain ties by requiring slopes to match the lines and grades of such features. Existing features that constrain ties include, but are not limited to, such items as property boundaries, wetlands, wetland buffers, conservation easements, and the like that constrain ties by requiring slopes to match existing grade at the limits of the feature or at an offset from the feature as specified below to prevent encroachment into or beyond the limits of the features.
 - Property Boundary: Match at boundary (grading to not extend beyond boundary without proper authorization).
 - High Quality Wetlands: Match 30' minimum from wetland line.
 - Low Quality Wetlands: Match 2' typ from wetland line, except encroachments allowed where approved by permit.
 - Wetlands Buffer: Match 2' typical from buffer.
 - Conservation Easement: Match 2' typical from easement.
5. Standard Tie Requirement Slopes: Slopes to be based on available area and height of grade change. For grade changes less than 1', slope at 6H:1V. For grade changes of 1' to 3', slope at 4H:1V. For grade changes greater than 3', slope at 2H:1V. When insufficient area exists to accommodate the above slopes, slope as required, but not greater than 2H:1V. Slopes steeper than 2H:1V to be engineered reinforced slopes, retaining walls, or other features.
6. Standard Tie slope Stabilization: Slopes steeper than 4H:1V or with a change in grade greater than 2' to be stabilized using solid sod and revegetation mat (Landlok TRM 450 or approved equal). All other slopes to be stabilized using solid sod.

4:1 3:1 6:1 Bottom 6:1 3:1 4:1
(flat)



Plant List:

All grasses can be planted on 6-10 inch centers.

For 6:1 slope and flat areas

1. salt marsh hay
(*Spartina patens*)
2. knotgrass
(*Paspalum distichum*)
3. seaside panicum
(*Panicum amarum*)
4. switchgrass
(*Panicum virgatum*)
5. pink muhly
(*Muhlenbergia filipes*)
6. coastal dropseed
(*Sporobolus virginicus*)

For 3:1 and 4:1 slopes

1. seaside dropseed grass
(*Distichlis spicata*)
2. knotgrass
(*Paspalum distichum*)
3. sea oats
(*Uniola paniculata*)
4. flatsedge
(*Cyperus lecontei*)
5. maritime bluestem
(*Schizachyrium littorale*)
6. purple lovegrass
(*Eragrostis spectabilis*)

For areas that need to be mowed and road shoulders -

These are grasses that tend to grow less than 12 inches in height and can be maintained at about 6 inches in height by mowing

1. seaside dropseed grass (*Distichlis spicata*)
2. knotgrass (*Paspalum distichum*)
3. coastal dropseed (*Sporobolus virginicus*)
4. flatsedge (*Cyperus lecontei*)
5. purple lovegrass (*Eragrostis spectabilis*)

For areas that will not be mowed and to add plant diversity the following can be added for biodiversity. These plants should not be mowed or can be mowed once a year in winter to tidy up the landscape. Best for flat areas and 6:1 slopes.

1. *Cakile edentula*
2. *Oenothera humifusa*
3. *Hydrocotyle bonariensis*
4. *Ipomoea stolonifera*
5. *Ipomoea brasiliensis*
6. *Chrysopsis gossypina*
7. *Helianthus debilis*
8. *Yucca flaccida*

These plants can be interspersed with the grass plantings.
Plant at 12-20 inch spacing.

SURFACES: MATERIALS & PAVING

The selected materials for landscape and garden surfaces will contribute to the character of Sugar Sand. Limited walks, paths, patios, driveways, and parking areas should be constructed of natural materials such as stone, brick, or wood. With minimal disturbance to the landscape the quality materials will strengthen the unique character of the landscape.

Paving materials may include the following:

- Sand and stone primarily for paths
- Wooden boardwalks raised slightly above the ground
- Dry-laid pavers; cut stone (bluestone, granite, limestone), Brick & concrete pavers. All concrete pavers and paving stones shall be rectangular or square shapes only.
- Driveways can be no wider than 16'

To provide a degree of softness to the sometimes harsh landscape, a minimal amount of grass lawn is allowed but not required. Lawn grass to be integrated into the landscaping shall be St. Augustine Grass (*Stenotaphrum secundatum*). Just as the houses, paths, and drives are carefully integrated into the natural environment so should the lawns. The lawns should be similar to patios, providing small private gathering spaces. Edging is recommended to ensure a clean and kept appearance for lawn areas visible to the public. Additional ground covers are recommended, however some naturalized species will add color and additional character to Sugar Sand.

EXTERIOR LIGHTING

The clear night sky is another defining character of Sugar Sand. It is important to reduce the amount of light pollution to minimize disturbance to wildlife and surrounding residents. Only light porches, patios, and paths where necessary. Hooded lanterns and other forms of subdued, indirect low-level lighting is required. These lights should be set on timers or security sensors to illuminate the community during the off season. Incandescent bulbs 40 watts or below are recommended. Spotlights are not allowed.

VEGETATION PALETTE

Plant Palette for coastal Florida, all are Florida native plants.

October 12, 2016 John Tobe, Ph.D. ERC

Botanical Name	Common Name	Evergreen/Deciduous
Large Trees		
Upland Well-Drained Soils		
Carya glabra	Pignut Hickory	Deciduous
Juniperus virginiana	Southern Red Cedar	Evergreen
Magnolia grandiflora	Southern Magnolia	Evergreen
Pinus clausa	Sandpine	Evergreen
Pinus palustris	Longleaf Pine	Evergreen
Quercus geminata	Sand Live Oak	Evergreen

Small Trees

Upland Well-Drained Soils

<i>Ilex opaca</i>	American Holly	Evergreen
<i>Magnolia grandiflora</i>	'Little Gem'	Evergreen
<i>Quercus laevis</i>	Turkey-oak	Deciduous
<i>Sabal palmetto</i>	Sabal Palm	Evergreen
<i>Sapindus saponaria</i>	Soapberry	Deciduous

Large shrubs

Upland Well-Drained Soils

<i>Aesculus pavia</i>	Red Buckeye	Deciduous
<i>Chionanthus virginicus</i>	Fringe-tree	Deciduous
<i>Ilex vomitoria</i>	Yaupon Holly	Evergreen
<i>Illicium parviflora</i>	Ocala Anise	Evergreen
<i>Lyonia ferruginea</i>	Rusty Fetterbush	Evergreen
<i>Osmanthus americanus</i>	Wild-olive	Evergreen
<i>Osmanthus fragrans</i>	Fragrant tea olive	Evergreen
<i>Prunus angustifolia</i>	Chickasaw Plum	Deciduous
<i>Quercus chapmanii</i>	Chapman's-oak	Semi-evergreen
<i>Quercus myrtifolia</i>	Myrtle leaf-oak	Semi-evergreen
<i>Vaccinium arboreum</i>	Sparkleberry	Semi-evergreen

Small shrubs

Upland Well-Drained Soils

<i>Callicarpa americana</i>	American Beautyberry	Deciduous
<i>Viburnum obovatum</i>	'Mrs Schillers Delight'	Evergreen
<i>Yucca gloriosa</i>	Soft Yucca	Evergreen

Groundcover and Wildflowers

Upland Soils

<i>Asclepias humistrata</i>	Beach Milkweed	Herbaceous perennial
<i>Conradina canascens</i>	Coastal Mint	Evergreen
<i>Chrysopsis species</i>	Golden Aster	Herbaceous perennial
<i>Erythrina herbacea</i>	Coral Bean	Herbaceous perennial
<i>Gaillardia putchella</i> perennial/annual	Indian-blanket Flower	Herbaceous
<i>Helianthus debilis</i>	Beach Sunflower	Herbaceous perennial
<i>Hymenocallis latifolia</i>	Coastal Spiderlily	Evergreen
<i>Hypericum reductum</i>	Sand St. Johns Wort	Evergreen
<i>Ipomoea pes-caprae</i>	Railroad vine	Herbaceous perennial
<i>Ipomoea stolonifera</i>	Coastal Morning-glory	Herbaceous perennial
<i>Muhlenbergia capillaris</i>	Coastal Muhly Grass	Herbaceous perennial
<i>Opuntia humifusa</i>	Coastal Cactus	Herbaceous perennial
<i>Panicum amarum</i>	Coastal Panicum	Herbaceous perennial
<i>Panicum virgatum</i>	Switchgrass	Herbaceous perennial
<i>Pityopsis species</i>	Golden Aster	Herbaceous perennial
<i>Salvia coccinea</i>	Scarlet Sage	Herbaceous perennial



Serenoa repens	Saw Palmetto	Evergreen
Smilax pumila	Wild Sarsapilla	Evergreen
Solidago sempervirens	Coastal Goldenrod	Herbaceous perennial
Spartina bakeri	Tufted Cordgrass	Herbaceous perennial
Uniola paniculata	Sea-oats	Herbaceous perennial
Yucca filamentosa	Adam's needle	Evergreen
Zamia pumila	Coontie	Evergreen

Vines

Aster carolinianus	Climbing Aster	Evergreen
Bignonia capreolata	Cross Vine	Semi-evergreen
Campsis radicans	Trumpet Creeper	Deciduous
Gelsimium sempervirens	Yellow Jessamine	Evergreen
Lonicera sempervirens	Coral Honeysuckle	Evergreen
Wisteria frutescens	American Wisteria	Deciduous

Grasses

Low grasses (less than 1 foot in height)

* <i>Paspalum vaginatum</i>	Seashore paspalum
* <i>Sporobolus virginicus</i>	Seaside dropseed grass
<i>Stenotaphrum secundatum</i>	St Augustine Grass

Medium height (1-3 feet in height)

<i>Muhlenbergia capillaris</i>	muhly grass
<i>Paspalum vaginatum</i>	seashore paspalum
<i>Spartina patens</i>	saltmarsh hay

* recommended as a coastal turf grass – very salt tolerant, can be mowed frequently

Notwithstanding anything to the contrary otherwise provided in these Architectural Guidelines, the cabbage or sabal palm is a prohibited species within Sugar Sand.

TYNDALL AFB COMPATIBILITY **COVENANTS & RESTRICTIONS**

Sugar Sand is located immediately East of Tyndall Air Force Base (“TAFB”) and Purchaser’s Lot will necessarily be subject to TAFB influences. Much of TAFB’s aircraft flight training activity occurs over the Gulf of Mexico, but Purchasers should also expect periodic low-level military aircraft flights to occur over the Sugar Sand development. Other impacts may be associated with standard military training, testing and conservation activities, which for forested areas of the base will include prescribed burns. Additionally, the use of certain radio frequencies which interfere with operations of TAFB are prohibited. This description is summary in nature. For more information refer to the Architectural Guidelines.

a. Density & Height. The Sugar Sand plat for Phase 2 shall not exceed 45 residential dwelling lots. The maximum height of vertical improvements shall be limited to 48 feet.



b. **Noise Level Reduction.** All construction within Sugar Sand shall incorporate noise level reduction construction practices found in Chapter 31, Section 3113, Airport Noise, of the Florida Building Code. At minimum, a noise level reduction standard of 25 dB is required.

c. **Lighting.** Improvements adjacent to and in line-of-sight of sea turtle nesting beaches shall utilize best available technology for all lighting, including long wavelength light sources, low mounting heights, and shielding as appropriate. Such development shall be compliant with Florida's Marine Turtle Protection Act (F.S. 370.12 (2)), Florida Administrative Code Rule 62B-34.070 (4). All exterior lighting within the development will be full cut-off and be compliant with Section 1917 of the Bay County Land Development Regulations.

d. **Existing Native Vegetation.** Existing native vegetation shall be retained and incorporated into the Project landscape pallet to the extent possible to provide habitat for coastal upland animal species and to reduce the need for irrigation. Removal of existing native vegetation shall be limited to the area required for any building or construction activities that are permitted by the applicable governmental agencies.

e. **State-Listed Shorebirds; Protection From Cats.** Owners shall not allow their cats to range in areas where state-listed shorebird species (including snowy plovers, piping plovers, American oystercatchers, black skimmers, and least terns) are wintering consistently on the beach area of Sugar Sand and where shorebirds are nesting during the summer months in an established area over a substantial period of time.

f. **Wildlife Habitat; Protection From Cats.** Impacts to the habitat of the St. Andrews beach mouse shall be minimized through clustering of dwelling units and the establishment of buffers of existing native vegetation within the habitat area; minimization of building footprints; utilization of elevated boardwalk access to the beach; reduced roadway width where feasible; retention of existing native vegetation; and minimization of turf grasses, hardscape features, and other similar community design practices. In addition, restoration of beach mouse habitat with native vegetation shall be conducted where practical. Cats are a danger to the St. Andrews beach mouse. Therefore, only indoor cats are allowed at Sugar Sand and feeding of feral cats is prohibited. Owners may have dogs at Sugar Sand, but must keep them on a leash at all times while they are outside. Dogs are not allowed off leash even on the beach area since it is part of the habitat of the St. Andrews beach mouse. .

g. **Wildlife Resistant Trash Receptacles.** Owners shall use only wildlife Resistant Trash Receptacles, particularly types that are bear resistant.

h. **Tyndall AFB Right to Review.** Any proposal to amend the density, height, lighting restrictions, or noise abatement standards listed above shall be provided to Tyndall Air Force Base for comment and review.

i. **Tyndall AFB Radio Frequency Compatibility.** The ARC has procedures in place that look to coordinating with Owners regarding their general contractors and subcontractors regarding radio frequencies that are permitted and those that are not permitted. See Step 2 **Submit an Architectural Review Application & Fees for the Preliminary Plan Review**, and Step 3 **Submit for Final Plan Review**. For Owner garage opening and closing system radio frequency restrictions, see section on **Garages and Parking Related Structures, Composition**.

The provisions of these Tyndall AFB Compatibility Covenants & Restrictions shall supersede and prevail over any inconsistent provision dealing with substantially the same subject matter elsewhere within these Architectural Guidelines and are subject to revision at any time by the ARC.