

North Fork Architectural and Landscaping Guidelines Adopted November 16, 2012

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AN INTRODUCTION TO NORTH FORK

The best words to describe the philosophy of North Fork is a commitment to excellence... a strong determination and desire to create a superior living environment for generations to come through the preservation of the natural character of the site.

The North Fork Property Owners Association is committed to creating a community concept with careful attention to details such as roadways and pedestrian networks with high standards for architectural design and landscaping.

Each state of activity is carefully monitored to assure compatibility with the master plan, the Declaration of Covenants Conditions and Restrictions for North Fork and this Design Review Manual. The Architectural Review Board (ARB) is a standing committee of the North Fork Property Owners Association, Inc. and is committed to specific principles and standards to be observed by all builders and homeowners.

The Architectural Review Board of the North Fork Property Owners Association, Inc. will control all Design Review functions within North Fork and is dedicated to the protection of enduring property values and future improvements. Each detail has been carefully formulated to assure an attractive environment for all residents.

The Association's commitment to you and North Fork is the reason behind this manual and the spirit in which all of the professionals associated with creating our community have approached their roles and responsibilities. As members of the North Fork Property Owners Associations, Inc., we encourage you to embrace our commitment to excellence and the standards established herein.

INTRODUCTION TO THE ARCHITECTURAL REVIEW BOARD

PURPOSE

One of the most effective methods of assuring the protection of the master land concept, community lifestyle environment and individual property values is through the establishment of high standards of design review. In order to accomplish this objective, the Architectural Review Board (ARB) reviews Application and Design documents (as defined in ARB Guidelines Manual) for all new construction, alterations, modifications or changes to existing properties including landscaping. Each application is evaluated on its own merits with reasonable flexibility for design function and creativity. Notwithstanding the merits of any individual application, ARB approval shall be in compliance with all conditions of any applicable government approval for the North Fork development.

AUTHORITY

The authority for the ARB is set forth in the Declaration of Covenants of the North Fork Property Owners Associations Conditions and Restrictions for North Fork, which encumber every lot or parcel. The ARB is responsible for carrying out its duties on behalf of all members of the Association for the benefit of the total community.

“Architectural Review and Approval. It is the intent of the Association to create and maintain upon the property a residential community of high quality and harmonious improvements. **Accordingly, no improvements shall be commenced, erected, placed or maintained upon any parcel, nor shall any addition, change or alteration be made to any improvements unless and until the plans, and specifications shall be evaluated and approved in writing by, the Architectural Review Board of the Association.** All such plans and specifications shall be evaluated as to the harmony of exterior design and location of in relation to surrounding structures and typography, and to conformity with the architectural standards contained herein and as otherwise established by the A.R.B. In the exercise of its power and the performance, the A.R.B. shall give due consideration to the characteristics of the community as a residential community of high standards, quality and beauty and the ability of any proposed improvement to harmonize with that concept. The A.R.B. shall be permitted to employ esthetic values in making its determination.” *Declaration and Covenants Page 13*

“Powers and Duties of the Architectural Review Board. The A.R.B. shall have the following powers and duties:

- a) To establish the criteria to be followed when seeking any approval from the Board. These criteria shall be adopted by the A.R.B. and be made available in written form upon request by any Property Owner planning to appear before the Board. By reference herein said criteria, **once adopted by the A.R.B. shall be enforceable as part of this Declaration.**
- b) **To enforce the architectural and landscaping controls established in the Declaration of Restrictive Covenants.”** *Declaration of Covenants Page 14*

MEMBERS

“Architectural Review Board. An architectural Review Board consisting of not less than three (3) and no more than (7) members shall be a permanent committee of the Association and shall administer and perform the architectural review and control functions of the Association. Only one member from each household shall be entitled to be on the A.R.B., at any given time. All members of the A.R.B. must be members of the Association and shall be appointed by the Board of Directors of the North Fork Property Owners' Association, Inc.” *Declaration of Covenants Page 14.*

MAJORITY VOTE

Each member of the ARB shall have an equal vote and the majority of all members of the ARB shall constitute a decision for approval or denial of an Application. In all cases, however, the Board of Directors of the Association shall have review powers of denied Applications that are properly appealed.

MEETINGS

The ARB shall meet as necessary to review Applications received within 30 days of receipt.

ARB RESPONSIBILITIES

On behalf of the Association, the Architectural Review Board is empowered to perform the following services:

1. Establish architectural motifs including landscaping and exterior design themes for the community.
2. Establish design review criteria for the protection of enduring property values and to provide the best possible safeguards for continuing appreciation.
3. Review all Design Review Applications for compliance with design review criteria and with the Declaration of Covenants, Conditions and Restrictions.
4. Assure compatible architectural designs and harmonious relationships with neighboring properties and land uses.
5. Require high standards of design and quality construction.
6. Establish fees for the review of Applications as may be required.
7. Assure that all properties are properly maintained as prescribed by the Declaration
8. Monitor violations of design review criteria and notify the Board of Directors for appropriate action.
9. Amend design and esthetic appearance and review criteria as may be required from time to time.
10. Contact Applicants whose plans and specifications have been disapproved and to provide reasonable assistance and recommendations for adjustments to bring applications into compliance with criteria and covenants.

11. Maintain copies of applications, design documents and related records.
12. Inform members of the Association regarding activities of the ARB and changes in criteria as they may occur.
13. ARB has final decision on all designs and may vary from any or all requirements at its own discretion.

POLICY STATEMENT

Property in North Fork is subject to certain restrictions as further defined in the Declaration of Covenants, Conditions and Restrictions for North Fork and conditions contained in this Design Review Manual and certain conditions of governmental approvals for the development of North Fork

The Architectural Review Board does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh contrasts in the landscape and architectural themes, and to foster thoughtful design so that there is harmony between the residences and their neighboring residences. The ARB intends to be completely fair and objective in the design review process and maintain sensitivity to the individual aspects of design.

LIMITATION OF RESPONSIBILITIES:

The primary goal of the ARB is to review the applications, plans, specifications, materials, and samples submitted, to determine if the proposed structure conforms in appearance and design criteria with the standards and policy as set forth by the ARB. The ARB does not assume responsibility for the following:

1. The structural adequacy, capacity or safety features of the proposed improvement or structure.
2. Soil erosion, incompatible or unstable soil conditions.
3. Compliance with any or all building codes, safety requirements, governmental laws regulations, or ordinances.
4. Performance or quality of work of any contractor.
5. Floor plan, interior design plan and specifications.
6. Any and all construction costs.

NORTH FORK ARCHITECTURAL GUIDELINES AND RESTRICTIONS

KEY DESIGN GUIDELINES

North Fork is a community designed for contemporary living in a country estate setting. Natural flowing streets, trees, and landscaping will blend with residences of rich nature and fine detailing. Each lot's landscaping shall blend and flow naturally with its adjacent lot. The community architecture and ambience puts together such natural materials as brick and colorful smooth stucco with touches of rich metal work and fine sculptured walls.

The following list summarizes those design elements which the ARB requires, recommend and/or encourages:

1. Preservation of the natural character of the site must be maintained by the property owner in accordance with the Architectural Components and Landscaping Guidelines sections of this document.
2. Use of certified professional qualified in the fields of planning, architecture, landscape design, engineering and surveying.
3. Emphasis on the aesthetics of exterior architectural theme/detailing and landscape design.
4. Overall, high-grade, superior quality construction with the use of accents of natural materials, such as stone, wood and brick.
5. Compliance with all deed restrictions as found in the Declaration of Covenants, Conditions and Restrictions for North Fork.
6. Landscaping of lots that meet or exceed the minimum requirements of the Landscaping Guidelines with the use of plant materials per Approved Plant Lists.
7. Minimum of 2,600 air-conditioned square feet for single story family estate homes (3,200 air-conditioned square feet for a two story home) on the west side. Minimum of 2400 air conditioned square feet (3000 air conditioned square feet for a two story home) on the eastside.
8. Strict signage control
9. Conformance with the standard mailbox/house number/light fixture design.
10. Requirement for each home to be pre-wired for security alarm and connections for main security monitoring.
11. Requirements for each home to be pre-wired for cable TV and telephone.

12. Side entry garage is strongly encouraged and preferred, front loading will be accepted, provided the driveway is not a straight access. Minimum of 20'X20' driveway apron at the garage and a two-car garage with automatic door openers. Circular driveways are permitted where approved by the ARB. Use double garage doors to add variety.
13. The use of asphalt for driveways is prohibited.
14. Roof material shall be integral color cement tile, clay tile or other materials as approved by the ARB. No white roofs are permitted. No cedar shakes or asphalt shingles or metal or painted roofs are permitted.
15. Conformance with required setbacks.
16. Bright colors (including white) are prohibited as the dominate color. All colors must be approved by the ARB.
17. Fences and privacy structures must conform to design requirements and to specific materials as determined by the ARB and set forth in this Design Review Manual.

ARCHITECTURAL COMPONENTS

A. ACCESSORY STRUCTURES, PLAY EQUIPMENT AND DECORATIVE OBJECTS

1. Above ground swimming pools shall not be permitted. Swimming pools shall not be permitted on the street side of their residence. Pool screening and decks must conform to municipal rules, regulations and requirements.
2. Accessory structures, such as playhouses, tool sheds, or dog houses, may be permitted, but must receive specific written approval of the ARB before installation.
3. All playground equipment shall be placed to the rear of the residence and only with the approval of the ARB.
4. No decorative objects such as sculpture, birdbaths, fountains and the like shall be placed or installed on the street side of any lot without the approval of the ARB.
5. Clotheslines shall not be permitted.
6. Tennis courts are permitted when a double lot is purchased or when in the opinion of the ARB the lot can accommodate same. Placement of a tennis court must be approved by the ARB.
7. Basketball equipment shall be approved by the ARB. Pole shall be black, blackboard shall be clear.

B. AIR CONDITIONERS.

1. All air conditioning units shall be shielded and hidden so that they shall not be visible from any street or adjacent property.
2. Window and/or wall air conditioning units shall not be permitted.

C. ANTENNAS

Outside antennae shall not be permitted. Roof mounted satellite dishes less than 24" in diameter may be approved by the ARB based on their proposed location.

D. AUXILIARY DEVICES AND GARBAGE CONTAINERS

Water softeners, trash containers, sprinkler controls and other similar utilitarian devices shall be fenced or walled. All garbage containers shall be screened or enclosed from public view except on days of garbage pick-up. Open storage or refuse is prohibited

E. AWNING, SHUTTERS

Bahama shutters shall be permitted with prior approval of the ARB. Hurricane Storm shutters shall not be stored on the exterior of the residence unless approved by the ARB. No hurricane shutters shall be installed without first obtaining the written approval of the A.R.B.

F. COLORS OF HOMES

Colors to be used on the exterior of homes in North Fork shall be limited to muted shades of earth tone colors. The use of dark, bold, or bright colors such as dark brown, black and red etc. shall be prohibited. The use of white, except when used as house trim, is also prohibited. The ARB shall consider the extent to which the color plan conforms to the natural scheme of and for North Fork

G. DOORS SCREENS AND PORCHES

Exterior door colors must blend in a harmonious way with the other colors of the house walls, trim or garage. Natural wood front doors and etched glass doors are also permitted. Prefabricated Faux wood front and garage doors may be installed with prior ARB approval. All screen enclosures shall be constructed of anodized aluminum in bronze, black or white.

H. DRIVEWAYS, WALKWAYS

All buildings shall have a minimum of a two car garage 22'X22'. Automatic garage door openers are required. Carports are not permitted. Circular driveways are permitted where drive enters and exits on same street (secondary) and with prior approval of ARB. Side entering garages are preferred. All driveways on the west must be constructed of a paver block type product, the design and color tone must be approved by the ARB. All driveways on the east side must be constructed of at least scored concrete with paver border enhancement. Driveway pavers may be seal coated with a clear acrylic stain only. No color is permitted to be painted on any pavers. Owners are required to obtain Architectural Committee approval prior to any seal coating projects

I. FENCES AND PRIVACY STRUCTURES

Perimeter (property line) fencing must be of other than chain link or vinyl. Not more than one fence shall be allowed between adjacent properties unless one or both of the fences shall not encroach more than five (5) Feet into the side yard setback. Perimeter fencing

must be landscaped with perennial landscaping material planted outside the fence, be set back far enough to facilitate maintenance of landscape material without entering the adjacent property, and shall not extend beyond the front wall of the house. All fences must be preapproved by the ARB. Wood fences are not permitted. Privacy structures shall be constructed of masonry, shall not encroach more than five (5) feet into the side yard setback of the house or pool patio and shall not be higher than 5'-6" above finish floor. Fences and walls around equipment shall be 12" higher than the point of the equipment when built. All privacy structures shall be preapproved by the ARB.

J. FLAGPOLES

“Any homeowner may display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable removable official flag, in a respectful manner, not larger than 4.5 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corp, or Coast Guard or a POW/MIA flag. Any homeowner may also erect a freestanding flagpole no more than 20 feet high on any portion of the homeowner’s real property. No flagpole shall be used as an antenna.” *(2011 Florida Statute)*

K. GARAGES

All buildings shall have a minimum of a two car garage 22'X22'. Automatic garage door openers are required. Carports are not permitted. Circular driveways are permitted where drive enters and exits on same street (secondary) and with prior approval of ARB. Side entering garages are referred. No curb side parking areas may be created extending any portion of the street pavement.

L. GRADING AND DRAINAGE

Paved areas shall be designed so that surface waters shall be collected at intervals in a manner that will not obstruct the movement of vehicular or pedestrian traffic and will not create standing water or puddles in paved and swale areas.

M. HEIGHT LIMITS:

Single family structures shall not exceed thirty (30) Feet in height from finish floor to ridge.

N. LANDSCAPE AND IRRIGATION

The minimum landscape requirement for a lot shall be as based on the exhibit "Landscape and Design Criteria". Each lot shall have a lawn comprised of St Augustine "Floratan" or Palmetto sod. All easements and areas adjacent to the canals, lakes and street frontage shall be irrigated and sod installed in accordance with ARB specifications, and maintained by said residence owner.

An automatic underground irrigation system of sufficient size and capacity to irrigate all lawn and other landscaped areas must be installed and used to maintain the areas in good and living conditions at all times. An automatic time clock must be used to regulate time intervals.

Irrigation from wells will be permitted if chemically treated and filtered. The lakes may not be used as a source for irrigation water. Wells shall be a minimum of 150' feet deep.

O. LIGHTS AND LIGHTING

Landscape lighting is encouraged. Low voltage lights of 25W are suitable for residential use wattage and cost wise programs. Other exterior lighting for security, such as flood or other types of high-output lights, should be aimed or shielded to prevent unwanted or excessive intrusion of light from one property to another. All proposed exterior lighting shall be detailed on the Final Plans. No exterior lighting shall be permitted, which in the opinion of the ARB, would create a nuisance to the adjoining property owners.

P. MAILBOXES

All mailboxes will be designed by the ARB.

Q. MATERIALS FOR HOMES AND STRUCTURES

Exterior artificial, simulated or imitation materials shall not be permitted without the approval of the ARB.

The use of the following items are appropriate:

- a. Stucco
- b. Masonry -- stone, brick, split rock, ceramic

R. MINIMUM SET BACK REQUIREMENTS

1. Front: Twenty-five feet (25 ') feet it is encouraged that front setbacks of adjacent lots vary as much as possible.
2. Rear: Fifteen feet (15') feet
3. Side: Ten feet (10') or total of twenty feet (20') feet
4. Corner: Twenty five feet (25') feet each side
5. Setbacks are measured from the from the property line to the face of the wall of the residence.
6. Soffits may encroach into a setback a maximum of 2' - 6".
7. Privacy structures may encroach into a setback a maximum of five feet.

S. ROOFS: (No white roofs permitted)

Minimum requirements:

- A. Minimum pitch: 6/12
- B. Overhangs Minimum 2'-6" overhang (encouraged) 12" rake
- C. Fascia: 8" wood minimum
- D. Materials: Tile roof of Concrete shake or Barrel tile

(No metal, wood shakes or asphalt shingles are allowed, white roofs when replaced must be a color other than white)

1. All roof Slacks, flashings and metal chimney caps shall be painted to match the approved roof colors. Roof Slacks and plumbing vents shall be placed on rear slopes of the roofs where possible.
2. Roof tiles shall be clay tile or pre-colored concrete tile. Asphalt shingles and wood shingles or shakes are not permitted.
3. Roof colors shall be harmonious with the color scheme of the building.
4. Solar water heating panels shall be reviewed on an individual basis, and if approved by the ARB, must be placed, when possible, in the least obtrusive location, never on the front of the house. Additional landscaping may be required. .
5. Skylights shall not be permitted on the front of the home

T. SIGNS

“Signs that in any way advertise the sale of products or services shall be prohibited. Signs indicating the use of home security systems by the property owner shall be permitted so long as they are less than twelve inches in diameter.” (*Policy Revision INovember 25, 2003*) “No signs shall be placed in the window of any dwelling or on any common property.” (*Rule #2 Rules and Regulations*) Signs advertising the sale of a home are permitted provided they conform to designated North Forks ARB design specifications. Contact North Fork Property Management for details.

U. SIZE OF RESIDENCE AND SET BACK CRITERIA

The living area of each residence on the west side shall contain a minimum of two thousand six hundred (2,600) air conditioned square feet for a one story and three thousand two hundred (3,200) square feet for two story, exclusive of garages, porches, patios and terraces.

The living area of each residence on the east side shall contain a minimum of two thousand four hundred (2400) air conditioned square feet for a one story, and three thousand (3000) square feet for two story, exclusive of garages, porches, patios and terraces.

All buildings shall have a finished floor elevation as a minimum of 18.5 NGVD and the slab shall be a minimum of 18" and a maximum of 30" above the crown of the road in front of the residence.

Each architectural design shall be considered on an individual basis with specific emphasis on impact and harmony with surrounding homes and styles. The overall intent is to maintain a feeling of open green space between units.

V. SWIMMING POOLS TENNIS COURTS

Above ground swimming pools shall not be permitted. Swimming pools shall not be permitted on the street side of their residence. Pool screening and decks must conform to municipal rules, regulations and requirements.

W. TWO STORY BUILDING RESTRICTIONS

There are certain lots where two story residences will be disallowed. Consult the ARB on these lot locations before submitting plans.

X. Walls / Privacy Structures

Walls and privacy structures shall not encroach more than 5' into any setback and shall not be higher than 5'-6" above finish floor. Walls around equipment shall be 12" higher than the highest point of the equipment. Where walls are requested they *shall* be designed to be an integral part of the design. All *walls* and fences shall be approved by the ARB. Water softeners, trash containers, sprinkler controls and other similar utilitarian devices shall be fenced or walled. They shall be properly screened from view in a manner approved by the ARB. All proposed walls must be approved by the ARB prior to installation. The Exhibits entitled "Typical Lot Requirements" must be adhered to.

Y. WINDOWS

Bright-finished or bright plated metal exterior doors, windows, window screens, louvers, exterior trim or structural members shall not be permitted.

All screening and screen enclosures shall be construed utilizing anodized aluminum of bronze, black or white. The use of reflective tinting or mirror finishes on windows is prohibited.

NORTH FORK LANDSCAPE GUIDELINES

OBJECTIVES

The overall pattern of trees usually becomes one of the single most important visual elements in a community. Comparison of any new tract of raw land with an older community full of trees is enough to prove this point. Preservation of existing plant material is an important objective of North Fork. Based on previous experience, it can be shown that there are essential landscape elements needed on each home site. The amount of planting needed varies with the size of the lot and the retained vegetation.

NORTH FORK'S THREE ZONE LOT CONCEPT AND RESTRICTIONS

The Architectural Review Board has adopted the following minimum landscape requirements. To facilitate design control, each lot is divided into three "zones", A, B, and C, in the following manner: (See schematics Pages 18 through 22)

ZONE A

Zone A refers to that portion of the lot on which the house, pool, pool patio and is located.

ZONE B

Zone B refers to that portion of the lot directly adjacent to the house and pool patio, extending a distance of 5' outside the perimeter of the house and pool area.

Because Zone B represents the private area immediately surrounding the house and pool area and will be used by each homeowner in a diverse way the Architectural Review Board shall allow more flexibility in landscape design.

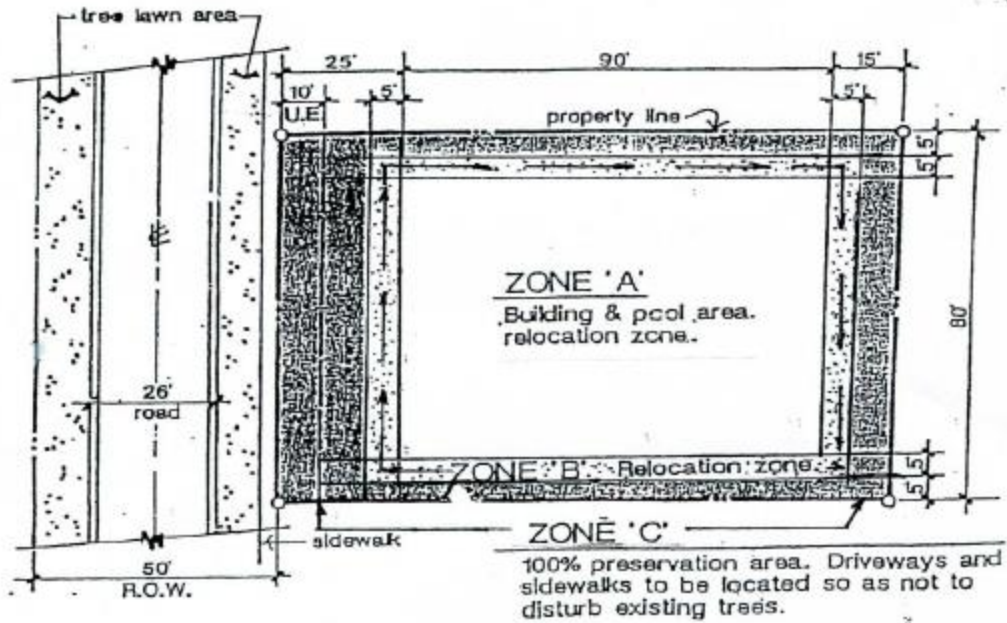
1. The lot owner shall sufficiently screen all pools and decks and ancillary structures with plantings and/or appropriate fencing. All pool equipment, air conditioners, utility and junction boxes and other mechanical equipment shall be completely screened by a shrub mass installed at a minimum 30" height and allowed to grow to the height of the ancillary structure.
2. No excavation for canals, ponds, etc., shall be permitted.
3. Properly maintained vegetable and ornamental gardens are encouraged; however commercial cultivation of crops is prohibited.

ZONE C

Zone C refers to that portion of the lot directly adjacent to the outer perimeter of zone B, extending to the property line and right of way. The character of the Zone landscaping should reflect plant material which is harmonious with the existing site vegetation and streetscape planting.

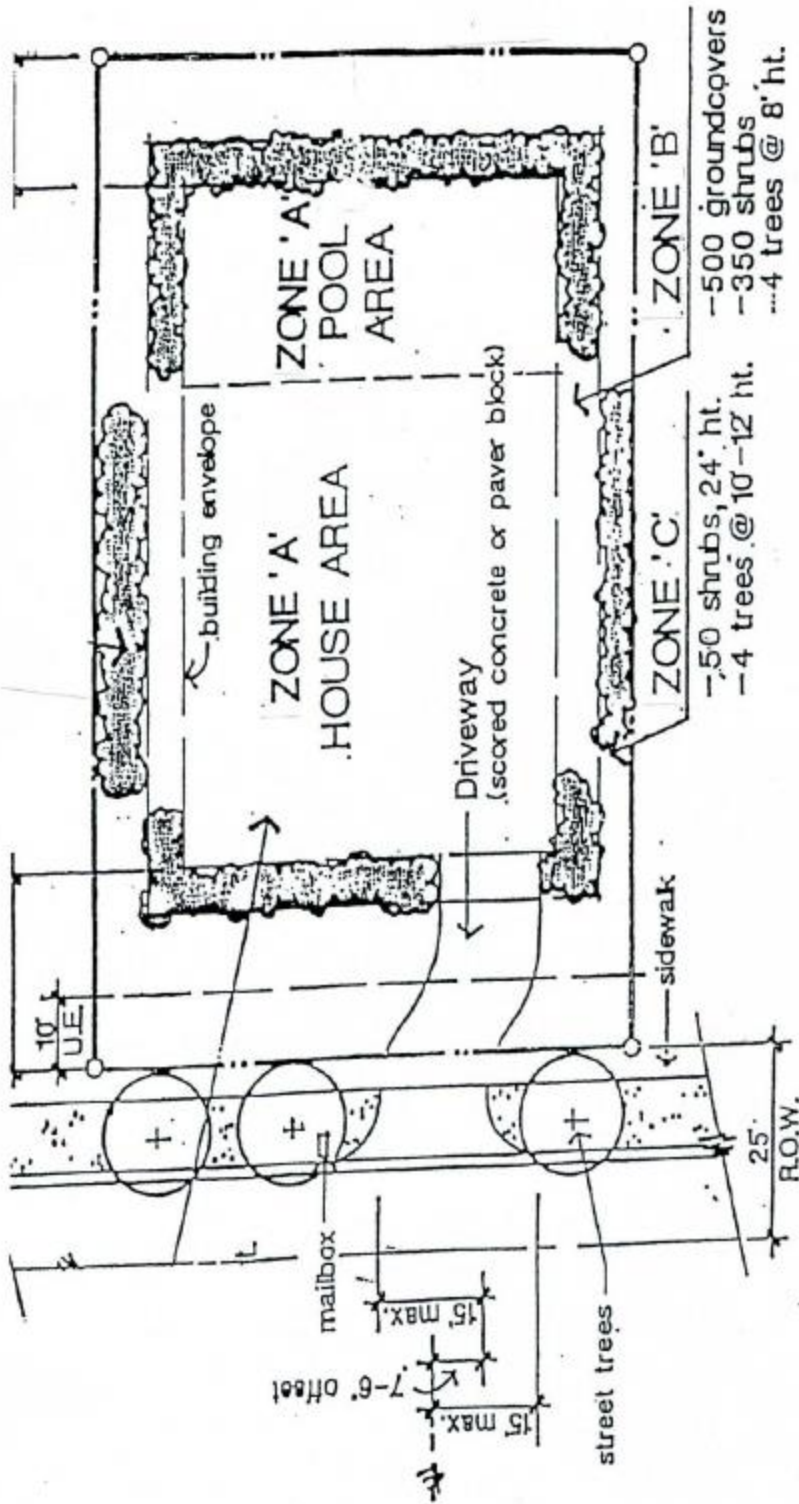
1. Major trees will be planted by the lot owner using patterns that vary with the site situation.
2. Within (Zone C), lot owners are required to have a total of four (4) major trees for the purpose of creating a well-defined street. Preserved trees may be considered toward total.
3. No tree located in Zone C may be removed unless there is not another viable site plan design. If approval is granted the committee may require relocation and/or replacement of the tree. The required replacement is 1" of caliper for each 1" of caliper removed or relocated; if the tree should die then replacement of tree would be required at 1" caliper of tree for 1" caliper of replacement.
4. Cul-de-sac lots will generally require fewer trees and corner lots will need additional trees planted in clusters. The Committee will review cul-de-sac and corner lots on an individual lot basis covered in above specifications.
5. Additional planting beyond the required three (3) street trees by the lot owner should respect the overall street planting program and relate closely to the already established pattern of trees.
6. Association Street Trees, shall be Laurel Oaks 12-14' high X 6' spread. 3" caliper.
7. Ground covers and hedges in the street tree area are limited to a height less than 24".
8. When driveways are expanded for guest parking, the parking area shall be screened by a shrub mass installed at a minimum 30" height.

ZONE "A" BUILDING AND POOL AREA
ZONE "B" FIRST 5 FEET ADJACENT TO HOUSE WALLS AND POOL AREA
ZONE "C" DIRECTLY ADJACENT TO OUTER PERIMETER OF ZONE "B",
EXTENDING TO PROPERTY LINE OF THE PLOT.



THREE LOT ZONES

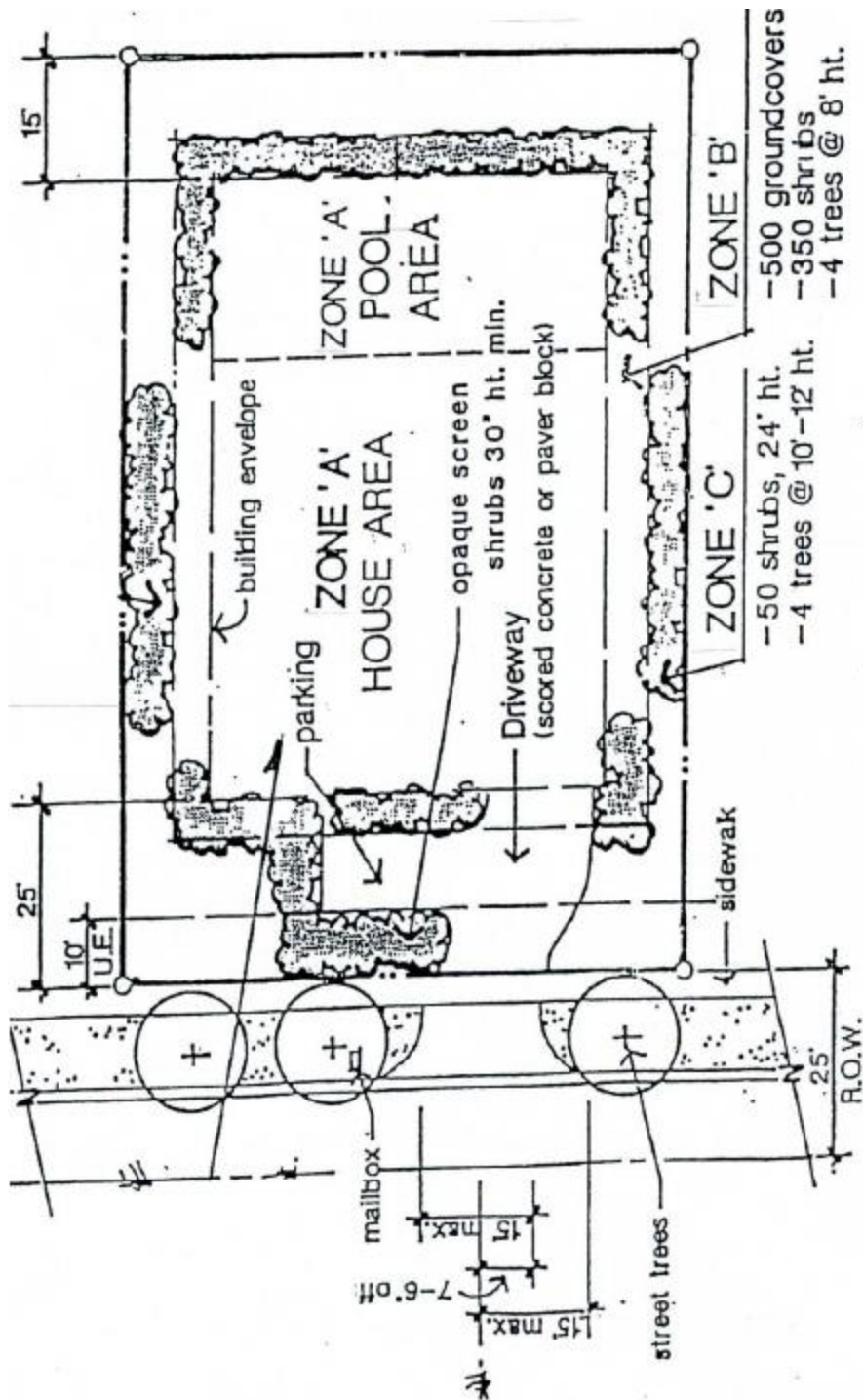
ALTERNATE "1" MINIMUM LANDSCAPING REQUIREMENTS



ALTERNATE ONE:
TYPICAL LOT SCHEMATIC DESIGN

Scale: N.T.S.

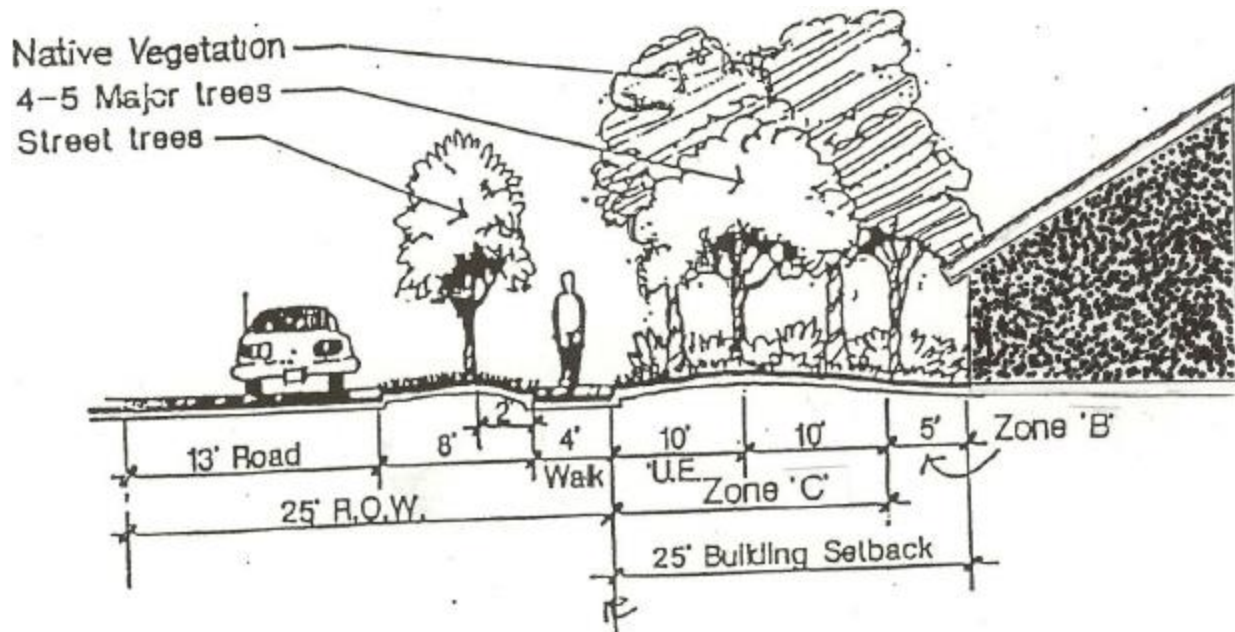
ALTERNATE "2" DESIGN MINIMUM LANDSCAPING REQUIREMENTS



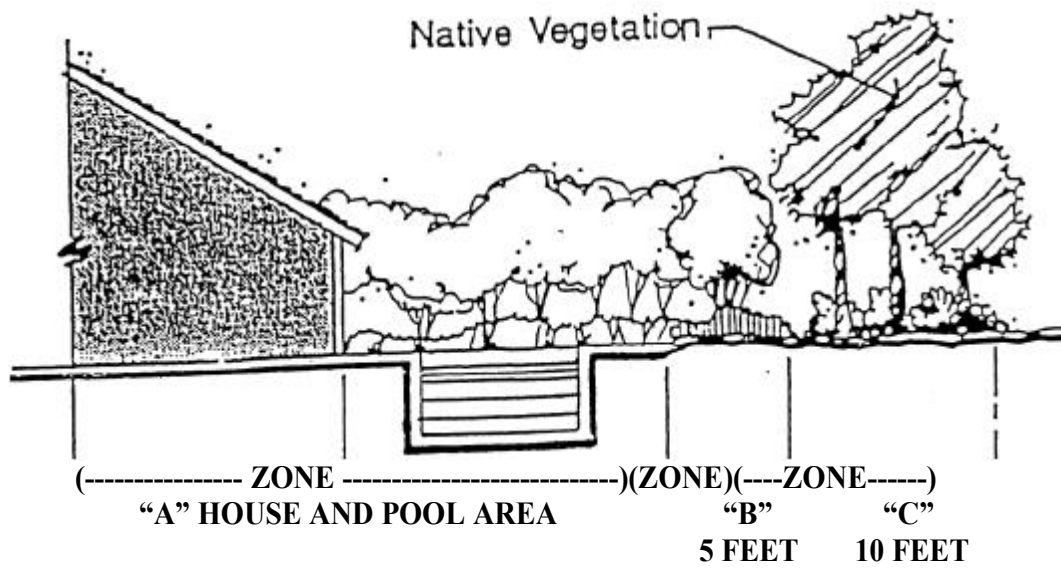
ALTERNATE TWO:
TYPICAL LOT SCHEMATIC DESIGN

Scale: N.T.S.

FRONT YARD OF ZONES B AND C



BACK YARD VIEW OF ZONES A, B, C



Note:

Minimum zone "A" setback shall be 15 feet to rear property line.

LANDSCAPE MATERIAL

APPROVED LIST OF PLANT MATERIAL

Plant material that is not on the prohibited list or approved list shall be reviewed on a plant by plant basis and accepted or rejected at the Architectural Review Board's discretion.

1. PALMS AND ACCENTS

BUTIA CAPATATA
CHAMAEROPS HUMILIS
LANTANIA LODDIGESII
LIVISTONA CHINENSIS
PAUROTIS WRIGHTII
PHOENIX RECLINATA
PHOENIX ROEBELENI
SABAL PALMETTO
SERENOA REPENS
WASHINGTONIA ROBUSTA
CYCAS REVOLUTA

PINDO PALM
EUROPEAN FAN PALM
BLUE LATAN
CHINESE FAN PALM
PAUROTIS PALM
SENEGAL DATE PALM
PYGMY DATE PALM
CABBAGE PALM
SAW PALMETTO
WASHINGTON PALM
SAGO PALM

2. SHRUBS 24" TO 48" HEIGHT

CORTADERIA SELLOIA
ELEAGNUS PUGINS
LIGUSTRUM SPECIES
NICODEMIA SPECIES
OLEANDER SPECIES
PHOTINIA FRASERI
PHILODENDRON SELLOUM
PITTOSPORUM TOBIRA
SYZYGIUM PANIGULATA
VIBURNUM SPECIES
RHODODENDRON 'FORMOSA'
'GEORGE L. TABER'
'DUC DE ROHAN'
'DUCHESS'

PAMPAS
SILVERTHORN
GLOSSY PRIVIT VARIETY
PARLOR OAK
OLEANDER VARIETY
RED TIP
SPLIT LEAF PHILODENDRON
GREEN PITTOSPORUM
BUSH CHERRY
VIBURNUM *VARIETY*
AZALEA
AZALEA
AZALEA
AZALEA

3. SHRUBS (12" HEIGHT - 24" HEIGHT)

JASMINUM PUBESCENS BUSH
LIRIOPE "EVERGREEN GIANT"
MOREA IRIODES IRIS VARIETY
OLEANDER SALMON
PITTOSPORUM VARIGATED
RHAPHIOLEPIS INDICA
RHODODENDRON "DWARF"

JASMINE
GIANT LIRIOPE
IRIS VARIETY
DWARF OLEANDER
VERIEGATED PITTOSPORUM
INDIAN HAWTHORN
AZELEA RED RUFFLE

4. TREES 12' HIGH OR LARGER)

ACER RUBRUM
ILEX CASSINE
LIQUIDAMBER STYRACIFLUE
QUERCUS LAURIFOLIA
PLATANUS OCCIDENTALIS
QUERCUS NIGRA
QUERCUS VIRGINIANA
QUERCUS SHUMARDII
TAXODIUM DISTICHUM
ULMUS PARVIFOLIA

RED MAPLE
DALHOON HOLLY
SWEET GUM
LAUREL OAK
SYCAMORE
WATER OAK
LIVE OAK
SHUMARD OAK
BALD CYPRESS
DRAKE ELM

5. TREES (6' - 10' HEIGHT)

CALLISTEMON RIGIDUS
CINNAMOMUM CAMPHORA
CUPANIOPSIS ANACARDIODES
GORDONIA LASIANTHUS
LAGERSTROEMIA INDICA
LIGUSTRUM LUCIDUM
RED MAPLE

ERECT BOTTLEBRUSH
CAMPHOR TREE
SWEET GUM
LOBLOLLY BAY
CRAPE MYRTLE
GLOSSY PRIVET
DAHOON HOLLY

6. GROND COVERS (6" - 12" HEIGHT)

EVOLVULUS GLOMERATUS
HEMEROCALLIS SPECIES
JUNIPERUS SPECIES

BLUE DAZE
DAY LILIES
JUNIPER GROUND COVERS

LANTANA SPECIES
LIRIOPE MUSCARI
NEPHROLEPIS EXALTATA
PEPEROMIA OBTOSEFOLIA

PURPLE, YELLOW LANTANA
GREEN AND VARIEGATED LIRIOPE
BOSTON FERN
PEPEROMIA

7. VINES (24" - 48" HEIGHT)

BOUGAINVILLEA
GELSEMIUM SEMPERVIRENS
PANDOREA RICASOLIANA
TRACHELOSPERMUM JASMINOIDES

BOUGAINVILLEA VINE
CAROLINA JESSAMINE
PANDORA VINE
CONFEDERATE JASIMINE

8. LAWN AREA

ST. AUGUSTINE "FLORITAM"
PALMATTO GRASS (Solid Sod)

PROHIBITED PLANT MATERIAL

ACACIA AURICULIFORMIS
MALALUCCA
ACACIA AURICULIFORMIS
DALBERGIA SISSOO
MELALEUCA LEUCADENDRON
SCHINUS TEREBINTHIFOLIUS
CASUARINA EQUISETIFOLIA
SENSEVIERIA
THUJA ORIENTALIS
FICUS BENJAMINA
CUPRESSUS SEMPERVIRENS
ARAUCARIA EXCELSA
RUBBER TREE

EARLEAF ACACIA
INDIAN ROSEWOOD
PUNK TREE
BRAZILIAN PEPPER
AUSTRALIAN PINE
SNAKE PLANT
ARBOR-VITAE
ITALIAN CYPRESS
BRASSAIA ACTINOPHYLLA
BENJAMIN FIG
NORTHFORK PINE
SCHEFFLERA

NORTHFORK PROPERTY OWNERS ASSOCIATION, INC.

Request for Project Approval by the Architectural Review Board

New Structure Addition to Structure Landscaping Painting / Refinish / Siding / Other

INSTRUCTIONS: Please use this form to submit plans to the Architectural Review Committee for any project that will affect the appearance of your property. This includes but is not limited to:

1. New construction with landscaping.
2. Modifications to structures, addition / removal of fences, pools, patios, enclosures (screen or other).
3. Addition, removal, relocation or modification of existing landscaping, such as trees, shrubs, hedges.
4. Painting, siding or major refinishing.

Describe details including materials, precise locations and dimensions. Include a survey, plot plans, landscape drawings, building elevations, landscape plans and pictures or material samples etc. Allow thirty days for processing and response.

Do not start any project before written approval is received. Removal of unauthorized projects will be at the owner's expense. Contact the Association Property Manager, FirstService Residential, at 575-3551 if you have questions about guidelines or wish to track approvals or request copies. The committee meets on the first Monday of each month if there are applications pending.

BRIEF DESCRIPTION (ATTACH ADDITIONAL PAGES AS NECESSARY)

ATTACH PLANS, DRAWINGS OR PAINT SAMPLES:

Number Extra Sheets Attached []

Submitted by: _____ Date: _____
(Owner, builder, architect etc.)

Lot # _____ Address _____ Telephone _____

OFFICE USE:

Approved - _____ With Comments _____ With Changes _____
(date) (date) (date)

By: _____

Additional A.R.B. Comments

NOTE : Changes of any kind to the color of doors, trim, exterior walls or window frames must be preapproved by the ARB.

SUBMISSION REQUIREMENTS

Landscape modification plans must show:

- A. Landscape diagram of lot using one of the sample lot schematics located on page 17 or 18 of the Landscaping Guidelines, a copy of the property's survey or a reasonably detailed drawing of the property describing where the work is to be done.
- B. Existing vegetation to be removed - number of plants their size and name.
- C. New plant installation information. - number of plants to be installed, size, indicated height, spread, caliper, and container-size.
- D. All plant material to be Florida III or better.
- E. All planted areas to receive 100% automatic irrigation.
- F. All newly planted areas shall be installed and maintained in a professional manner

PROJECT TIME LIMITS

After approval by the ARB, the applicant must begin the approved project within sixty (60) days from the date of the approval and complete the project within 120 days of the date of approval or forfeit all approvals. In that event a new application must be submitted and approval obtained before commencement of the project (extensions may be granted due to mitigating circumstances). When, preapproved projects are completed by a property owner, the property owner shall notify the ARB that the project has been completed.

UNAPPROVED PROJECTS

Delinquent Property Project Approval Request Submission: In the event a property owner begins or completes a project without prior approval by the Architectural Review Board the property owner will be required to submit the proposal in person to the Board of Directors. Following this process the Architectural Review Board will consider the project for approval based on its merits. (*Policy Revision 1 November 2003*)

**Revised Noncompliance Procedure:
NORTH FORK PROPERTY OWNERS ASSOCIATION, INC.**

**Non-compliance Resolution Procedures
(Effective November 16, 2012)**

The following procedure will be employed regarding ARB noncompliance issues:

1. Provided the situation is not an emergency, in which case the association may take any applicable action it deems necessary, an initial noncompliance letter will be sent to the property owner describing the noncompliance issue, advising the property owner of a thirty day time period to resolve the matter and include a copy of the Noncompliance Procedure.
2. Provided the situation is not an emergency, in which case the association may take any applicable action it deems necessary, at the end of the initial 30 day period, if the issue is not resolved or an extension provided by the ARB, a second noncompliance letter will be sent advising the property owner of a final thirty day period to resolve the noncompliance issue before legal action is considered by the Association.
3. If, after the final thirty (30) day period, the noncompliance issue has not been resolved the ARB will turn the matter over the Board of Directors who may;
 - a. Pursue mandatory mediation or;
 - b. Pursue appropriate legal action.
4. Once the ARB has referred the matter to the Board of Directors it will no longer pursue the violation in any manner.

NEW CONSTRUCTION SUPPLEMENT

TIME LIMITATIONS:

After the initial and major review and approval by the ARB, the applicant must begin construction within one hundred twenty (120) days from the date of approval, or forfeit all approvals. In that event, a new application must be submitted and approval obtained before commencement of construction (extensions may be granted due to mitigating circumstances).

APPLICATION WITHDRAWAL:

An application for withdrawal may be made without prejudice; provided the request for withdrawal is made in writing and tiled with the ARB prior to the review and/or action on the application. .

APPEAL:

If an application has been denied, or the approval is subject to conditions which the applicant feels are harsh, the applicant may request a hearing before the full ARB to justify his position. After the hearing the ARB will review their decision and notify the applicant of their final decision within ten (10) days of the hearing.

VARIANCES:

All variance requests shall be made in writing. Any variance grants shall be considered unique and will not set any precedent for future decisions.

CONSTRUCTION INSPECTIONS:

Periodic inspections may be made by the ARB while construction is in progress to determine compliance with the approved design documents. The ARB is empowered to enforce its policy, as set forth in the Declaration and this manual, by any action, including an action in a court of law, to insure compliance.

JOB SITE CONDITIONS:

1. All job sites will be kept in a neat and orderly condition.
2. All construction traffic shall enter North Fork through the construction entrances, as established by the developer from time to time.
3. For security purposes, the applicant may be required to furnish a list of all contractors, subcontractors and employees who are permitted entry into North Fork.
4. Infractions of the published construction rules may be cause of a \$500 fine per infraction and/or the suspensions of a builder's sub-contractor from the project.

5. Construction hours are subject to rules and regulations as published by the ARB from time to time.
6. All builders are required to post and keep on record with the developer a 24 hour emergency phone number.
7. All builders are required to provide portable toilet facilities on all job sites.
8. All builders are required to provide a trash dumpster for every home under construction.
9. No flags, banners, or signs will be permitted unless approved by the ARB.
10. No Sunday construction work is permitted, whatsoever.
11. No Radios are permitted by contractors or subcontractors.
12. Posted speed limits are to be obeyed at *all* times.

DESIGN REVIEW PROCEDURES: SINGLE-FAMILY HOMES

The following is an outline of the procedures for plan submissions. Refer to Instruction Sheet/Design Documents in this manual for details on criteria and specifications.

STEP ONE: INITIAL REVIEW (OPTIONAL)

Participating builder may submit the North Fork Design Review Application and preliminary plans (two sets) consisting of the following:

1. Letter of Application, plus fee
2. Preliminary Site Plans: 1/8"
3. Preliminary Floor Plans: 1/4"
4. Preliminary Exterior Elevations (all sides): 1/4"

The ARB will review the application and design document within thirty (30) days and return one set of plans to the participating builder with the appropriate comments.

STEP TWO: MAJOR REVIEW (MANDATORY)

1. The participating Builder must submit the final construction plans: letter application plus fee (if not submitted with initial review); three (3) sets, material samples, and color chips, as follows:

NOTE: See allowance at end of section on color submission.

- A. Letter of Application and Construction Deposit?
- B. Final Site Plan: 1/8"
- C. Final Floor Plan: 1/4"
- D. Final Exterior Elevations: 1/4"
specification, materials, color chips'
- E. Roofs: Color' and materials
- F. Fascia and Trim: section details, materials, color chips'
- G. Tree Survey and Conceptual Landscape Plan: 1/8" scale
- H. Patios', Decks, Balconies, Porches: specifications, materials, color chips'
- I. Fences/Walls: design details, material, color chips'
- J. Screen Enclosures: structure, materials, colors'
- K. Exterior Lighting Details
- L. Driveways: materials, finish, sample'
- M. Rough Stake-Out
 - 1. The ARB will review all design documents and return two (2) sets of plans to the Participating Builder within thirty (30) days with the appropriate comments.
 - 2. The ARB may require a field inspection of the builder's rough stake-out of building corners prior to granting approval.

STEP THREE: SUBMISSION OF PLANS TO BUILDING DEPARTMENT

Following Major Review, Participating builder may submit approved plans to the Building Department, or other such agencies, having jurisdiction for required permits. The Town of Jupiter Building Department will not issue a building permit without an ARB approved stamp on a set of plans.

STEP FOUR: CONSTRUCTION COMMENCEMENT

Upon receipt of Major Review approval and building permits, the builder can commence construction.

STEP FIVE: LANDSCAPE REVIEW

1. The Participating Builder must submit three (3) sets of the following items for final Review no later than thirty (30) days prior to the start of installation of landscaping and irrigation:
 - A. Final Landscape Plan
 - B. Irrigation Plan
 - C. Price Estimate
2. ARB will review all design documents and return one (1) set of plans to the Participating Builder with thirty (30) days with the appropriate comments.

DESIGN DOCUMENT CHANGES

The Participating builder must notify the ARB prior to making any changes to the approved plans. A letter with applicable support data (as required) must be submitted to the ARB for the file. Any major deviations (as solely determined by the ARB) may require full ARB approval prior to commencement of changes.

PERIODIC INSPECTIONS

The ARB reserves the right to inspect construction in progress for conformance with approved design documents and applications. The builder agrees to cooperate fully with members of the ARB.

DESIGN STANDARDS AND CRITERIA SINGLE FAMILY HOMES

GRADING AND DRAINAGE

1. No bulldozing or clearing of trees shall be commenced until plans and specifications showing the nature, kind, shape and location of work have been submitted and approved by the ARB. Fill shall not be deposited at any location without prior ARB approval. Cut or fill shall be replanted with plant materials which shall blend with native vegetation. Cuts and fills should be designed to complement the natural topography of the site.
2. Paved areas shall be designed so that surface waters shall be collected at intervals in a manner that will not obstruct the movement of vehicular or pedestrian traffic and will not create puddles or ponding in paved and swale areas.
3. No foundation for a building shall be poured, nor shall construction commence in any manner or respect, until the layout for the building is approved by the ARB. It is the purpose of this approval to assure that no trees are unnecessarily disturbed and that the home is placed on the lot in its most advantageous position.

SIZE OF RESIDENCE AND SETBACK CRITERIA

1. The living area of each residence on the west side shall contain a minimum of two thousand six hundred (2,600) air conditioned square feet for a one story and three thousand two hundred (3,200) square feet for two story, exclusive of garages, porches, patios and terraces.
2. The living area of each residence on the east side shall contain a minimum of two thousand four hundred (2400) air conditioned square feet for a one story, and three thousand (3000) square feet for two story, exclusive of garages, porches, patios and terraces.
3. All buildings shall have a finished floor elevation as a minimum of 18.5 NGVD and the slab shall be a minimum of 18” and a maximum of 30” above the crown of the road in front of the residence.
4. Each architectural design shall be considered on an individual basis with specific emphasis on impact and harmony with surrounding homes and styles. The overall intent is to maintain a feeling of open green space between units.
5. Minimum setbacks are to be determined by the ARB on a lot by lot basis
6. Minimum driveway Apron: 20'X20'

LANDSCAPING

1. The minimum landscape requirement for a lot shall be as based on the exhibit "Landscape and Design Criteria". Each lot should have with 51 St. Augustine. "Floratan" sod or Palmetto sod installed. All easements and areas adjacent to the canals, lakes and street frontage shall be irrigated and maintained in accordance with the ARB specifications, and maintained by said residence owner.
2. A recommended plant palette is provided in the Exhibit "Landscape and Design Criteria"
3. All landscaping shall be completed according to the approved Landscaping Plan. Any additional landscaping or changes to the approved plan must be subject to the approval of the ARB prior to installation.
4. An automatic underground irrigation system of sufficient size and capacity to irrigate all sod and landscaped areas must be installed and used to maintain the areas in good and living conditions at all times. An automatic time clock must be used to regulate time intervals.

5. Irrigation from wells will be permitted if chemically treated and filtered. The lakes may not be used as a source for irrigation water. Wells shall be minimum 150' depth.
6. The builder shall provide and place trees, shrubs, flowers and ground cover in accordance with landscape guidelines.

INSTRUCTION SHEET DESIGN DOCUMENTS

In order to provide a systematic and uniform review of the proposed construction, specific design documents are required. Please refer to Design Review Procedures: Single-Family Homes in this manual to determine whether the design documents, as outlined below, are required for Initial Review, Major Review or Final Review.

A. PLOT PLAN

1. Scale 1/8" = 1' 0"
2. Property lines
3. Easements and rights-of-way
4. Driveways, walkways
5. Culverts
6. Drainage Plan
7. Foundation outline
8. Pools, decks, patios
9. Roadways
10. Existing grade/finished floor elevations
11. Post lights

B. FLOOR PLANS

1. Scale 1/4" = 1' 0"

C. EXTERIOR ELEVATIONS

1. Scale 1/4" = 1' 0"
2. Existing grade-fill, finished elevation
3. Doors, windows, fences, mechanical equipment
4. Height from finish floor to highest point of roof

D. BUILDING SECTIONS

1. Scale 1/4" = 1' 0"
2. Detail wall sections
3. Detail roof section, pitch, and type

E. EXTERIOR COLORS/FINISHES/MATERIALS

1. Specifications
2. Manufacturers/models (if applicable)
3. Product samples/photos

F. LANDSCAPE PLANS

1. Scale $1/8'' = 1'0''$
2. Topography
3. Drainage Patterns
4. Easements and rights-of-way
5. Driveways, walkways
6. Existing trees (4" diameter)
7. Plant material
8. Surface material
9. Irrigation system
10. Street trees
11. Exterior lighting
12. Price estimate of landscaping (excluding irrigation and sod)