

OA of Oxford Estates Inc.



Homeowner's Architectural Criteria and Review Procedure Manual

March 1, 2018

Purpose

The Declaration of Covenants and Restrictions for OA of Oxford Estates Inc. (the "Declaration") establishes a review and approval procedure for all improvements proposed within the community.

The purpose of this manual is to inform homeowners of the design guidelines for the community and the submittal procedures to be followed when requesting approval of an exterior modification or addition to their property. Any improvement including but not limited to, exterior paint and roof color, pools, screen enclosures, walls, fences, landscaping, flagpole, play structure, satellite dish, driveway or any other improvement visible from any road or adjacent lot must first receive approval from the Architectural Review Committee prior to installation.

Authority

The authority for this manual is set forth in Article IV of the Declaration of Covenants and Restrictions for the community which was received by all homeowners when they purchased their homes. The Declaration encumbers all the homes and lots within the community and is a contract between the homeowners and the Association, wherein, per Article IV, the homeowners agree to refrain from making any modifications to the exterior of their homes without first receiving approval.

These Architectural Criteria (“Guidelines”) are supplemental to the Declaration of Covenants, Conditions and Restrictions for the community. Included herein are minimal standards for development, construction, improvements or modifications. The Guidelines are intended to be a living document that will be modified as needed to add, clarify or change the Guidelines for the betterment of the community. Non-compliance with these Guidelines will be used as the basis for disapproval of the modification or construction plans, and may result in enforcement proceedings including, but not limited to, an injunction or the imposition of a fine, or both.

Architectural and Building Criteria

The following criteria may be changed or modified at the sole discretion of the Architectural Review Committee. Each Homeowner will be provided with written notification of any such changes thirty (30) days prior to its effective date. The Architectural Review Committee retains the right to waive or modify any of the following provisions if in its sole discretion it determines such a change is not a detriment to the community as a whole.

All plans submitted for review shall be evaluated for total effect and may be disapproved by the Architectural Review Committee, in its sole discretion. Each request for approval should contain the required information and be delivered to the offices of the Architectural Review Committee or its designee. Upon receipt of all needed information, the Architectural Review Committee will approve, disapprove or require modifications within thirty (30) working days.

Building Setbacks

Front	20 feet
Front with front facing garage	20 feet
Side	5 feet
Rear	10 feet

Conservation Areas

Areas designated “**Conservation Areas**” or “**Tree Preservation Areas**” on the community’s recorded plat are protected areas and should not be entered into or disturbed in any way.

Pool Setbacks

Pool setback (with or without a screen enclosure) and setbacks for pool equipment and air conditioning units shall be in accordance with the approved PUD or St Johns County standards.

Garages

Houses in Oxford Estates may have either a two or three car garage. All garage doors should have electrically operated garage door openers. Garage doors should remain closed except to allow cars to enter and exit the garage. Garages may not be converted to living space. Vehicles should be parked in the garage spaces overnight.

Exterior Color Plan

Any changes to the initial exterior color scheme of the exterior of the house including roof, trim, shutters and front door must be submitted to and approved by the Architectural Review Committee prior to the change.

Swimming Pools

All pools shall be enclosed by a screen enclosure or approved pool fence meeting the applicable safety codes of St Johns County. Pool screen enclosures may not be visible from the street in front of the dwelling unless approved by the Architectural Review Committee.

Exterior Color Plan

Any changes to the initial exterior color scheme of the exterior of the house including roof, trim, shutters and front door must be submitted to and approved by the Architectural Review Committee prior to the change.

Fences

The Architectural Review Committee has an approved fence type for each lot for Oxford Estates. This fence plan may be modified at the discretion of the Architectural Review Committee, if in its sole opinion such a change will not negatively impact the neighborhood as a whole.

Fences shall not be installed within easements labelled **“Unobstructed Access Easement”** on the community’s recorded plats. These easements provide the Homeowners Association and its contractor’s access for maintenance of the ponds.

Fences and landscaping may be installed within easements labelled **“Drainage Easement”** on the plats, however the Association shall not be responsible to any homeowner for the repair or replacement of any damaged fence or landscaping within the easement that occurs during maintenance. Homeowners may not install any fence or landscaping that in any way damages or materially impacts the drainage function within these easements.

Satellite Dishes

Satellite dishes should be installed in the rear or side of the home site out of view from the street. Additional landscaping may be required to properly screen the dish from view of the adjacent house. Location should be submitted to the Developer for approval prior to installation

Landscaping

The replacement of any dead or diseased trees with the same species tree is allowed without prior approval. Cypress mulch, pine bark or similar material is acceptable for use as mulch. The use of stones, rocks, or gravel will first need approval from the Architectural Review Committee.

Street Trees

Upon completion of each residence, the Builder or Developer may have planted a “street tree” in accordance with the community’s County approved plans between the edge of the roadway and the front lot line of the home defined in the Declaration as “Limited Common Area”. These trees are to be considered part of the landscaping for the home and properly maintained and irrigated by each homeowner.

Irrigation and Maintenance

All landscape beds and sod should be fully irrigated with an automatic irrigation system. Irrigation should extend to the edge of the water if the lot is adjacent to a pond or the edge of natural vegetation if the lot is adjacent to a preservation area. Approved Individual wells are allowed only for irrigation. For any lake parcel, the owner is responsible for maintaining grass, trees and vegetation to the embankment or shoreline as part of their landscape maintenance obligations.

Driveways

Driveways may either be constructed of concrete with a broom finish or concrete pavers may be used in all or part of the driveway. If concrete pavers are used, the sidewalk section that extends through the driveway should be constructed of concrete with a broom finish to match the sidewalk in other locations.

Outside Mechanical Equipment

Outside mechanical equipment such as LP tanks, water softeners, pool pumps and heaters shall be properly screened from view from the street by approved landscape material or fencing high enough to block the view of the equipment.

Window Coverings

All windows should have an interior cover consisting of some type of blind, drape or shade. All coverings should be white or beige in color as seen from the outside of the house.

Residential Signs

Residential signs include “For Sale”, “For Rent” and “Open House” signs placed on lots by residents and/or their real estate agent. The sign shall not exceed 9” x 12” in size and must be professionally made. At no time should any sign be placed in a window. The use of “Bandit” real estate signs is prohibited. All other signs are prohibited without specific written approval from the Architectural Review Committee. Political signs no larger than 3 feet x 4 feet may be installed on a lot no earlier than 10 days prior to the election and must be removed the day after the election. Each lot is limited to one political sign at a time.

Play Structures and other outdoor detached structures

Play structures, either permanent or temporary are prohibited in front yards. Play structures in the back yard will be reviewed for height and color and generally should not be visible from adjacent Lots or from the street. Any such structure must be approved by the Architectural Review Committee prior to installation.

Basketball Goals

Permanent basketball goals for home sites within **Oxford Estates** are prohibited.

Movable basketball goals for home sites within **Oxford Estates** are allowed provided that goals are placed along the side of the driveway and must be at least twenty (20) feet from the edge of the asphalt road. At no time may moveable goals be located at the end of driveway so that play is in the street. Basketball goals must be maintained in a neat condition and removed when weathered. Basketball goals are to be stored in the garage or in the back of the home site when not in use.

Trash Receptacles/Garbage Cans

Trash receptacles shall be placed curbside no earlier than dusk the day prior to the collection day and the emptied receptacle must be removed prior to dusk of the day of collection. Trash receptacles must be hidden from view at all other times.

Seasonal Holiday Decorations and Lights

Seasonal decorations and lights may not be put up earlier than thirty (30) days before the event and should be removed within thirty (30) days following the event. Such items will not be counted as part of the yard décor limitations.

Parking

There will be no parking on any grassy areas or sidewalks. There is to be no parking in a manner that would block sidewalk access. There should be no parking in the streets. There should be no parking of commercial vehicles, boats, RV's that are visible from the street – reference Article V, Section 1, page 13 of the Covenants and Restrictions. Loading and unloading is permitted. Please send an acknowledgement to your management company and your time frame should not exceed twenty four (24) hours.

OA of Oxford Estates, Inc. Plan Submittal Procedure

Please provide the following information for approval:

1. Completed Submittal Form
2. Applicable site plan, photograph or product specifications
3. Color samples, if appropriate
4. Written description of desired improvements

Submit all plans and information to the following:

**Oxford Estates Architectural Review
C/o BCM Services, Inc.
920 3rd Street, Suite B
Neptune Beach, FL 32266
904-242-0666 904-242-0670 fax**

Email: arc@bcmervices.net

