

CAMBRIDGE AT ABACOA

ARCHITECTURAL GUIDELINES



A Guide Published by the
Board of Directors
Cambridge @ Abacoa Homeowners Association, Inc.

Board Approved – October 2002
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FORWARD

All residents benefit from the planning and design that has been the basis of the development of Cambridge @ Abacoa. The principle purpose of this Guide is to assure residents that the standards of design and quality will be maintained, which protects property values and enhances Cambridge's overall environment.

An essential element of Architectural Control is the recognition by all homeowners of the importance of maintaining the general plan of development of the Community. This should be viewed as a benefit and not a burden to the Community.

These guidelines represent an overall summary of the Architectural Rules as promulgated by the Architectural Control Committee (ACC) and approved by the Board of Directors through the issue date referenced on this document. This document is intended to facilitate the review and processing by the ACC of any applications for approval of new construction or proposed modifications. This document is also intended to facilitate the identification, enforcement and resolution of any architectural, landscape or site violations of the architectural rules as outlined in the various governing documents of which the residents of Cambridge are required to comply. These guidelines are not intended to include all of the requirements stipulated in the *Declaration of Covenants, Conditions and Restrictions for Cambridge at Abacoa*, but rather should be considered as a supplement to said covenants.

INTRODUCTION TO THE ARCHITECTURAL CONTROL COMMITTEE

PURPOSE:

The Declaration of Covenants, Conditions and Restrictions (Declaration) of Cambridge at Abacoa (Cambridge) assures each Owner that the quality of Cambridge's design will be maintained. The Homeowners Association (Association) Board of Directors is responsible for administering the Declaration and providing administrative support to the Architectural Control Committee (ACC).

The ACC must insure that exterior alterations on Cambridge comply with the provisions in Article XII of the Declaration, community-wide standards and this document. ALL requests for exterior alterations MUST be submitted to the ACC and its approval received BEFORE they may be undertaken. Absence of such approval does not relieve the homeowner, contractor or other party from the requirement to comply with all the requirements of the Declaration. If unapproved work is constructed, removal of or repair to such work will be at the sole expense of the homeowner, including, without exception, all legal fees and other costs required to defend said homeowner or the Association from any legal matters arising from any unapproved work.

The purpose of this Guide is to inform the homeowners of the Design Requirements for Cambridge and the procedures to be followed when requesting an exterior modification to their property. Each application received by the ACC will be evaluated on its own merits with reasonable flexibility for architectural function and creativity.

AUTHORITY:

The authority for the ACC is set forth in Article XII of the Declaration of the Association, received by all homeowners when they purchased their homes and acknowledged by each homeowner at that time. The Declaration encompasses all of the homes within Cambridge.

The Declaration is a contract between the homeowners and the Association, wherein each homeowner agrees to refrain from making any modifications to the exterior of the home and property without first receiving approval from the ACC which is responsible to the Board of Directors of the Association. "*Modifications to the exterior of the home and property*" shall include, but not be limited to, dwelling and ancillary structure improvements, landscaping, fences, pools, spas, screened enclosures, hurricane shutters, exterior lighting and satellite dishes. The Board, elected by the homeowners, represents Cambridge at Abacoa.

MEMBERS:

The Architectural Control Committee shall consist of no less than three (3) members and no more than five (5) members. The ACC shall meet as necessary to review Applications received and present their findings within thirty (30) days of receipt. The Board of Directors has the right, power, authority and obligation to select members of the ACC.

RESPONSIBILITIES:

On behalf of the Association, the ACC is empowered to adopt, promulgate, amend, revoke and enforce Design Requirements for the purpose of:

1. establishing guidelines with respect to the approval or disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of any structure, landscaping and all other matters that require approval by the ACC.
2. Governing the procedure for submission of plans and specifications; and
3. Governing the form and content of plans and specifications to be submitted to the ACC for approval or disapproval.

LIMITATION OF RESPONSIBILITIES:

The ACC assumes no liability with regard to the structural integrity of any requests. The ACC makes no representation as to its expertise regarding either the structural adequacy, capacity or safety features of the proposed improvement or structure as shown on the submitted plans or on the ultimate construction of the approved modification. The ACC does not assume responsibility for the performance or quality of work of any contractor. It is recommended that residents hire licensed and insured contractors

ARCHITECTURAL CONTROL COMMITTEE POLICIES:

The ACC does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh concepts in the landscape and architectural themes of Cambridge and to foster thoughtful design so that there is harmony between neighboring residences. The ACC intends to be completely fair and objective in the architectural review process. The approval of the ACC of plans or specifications submitted by one homeowner shall not be deemed to be a waiver by the ACC of the right to object to any of the features or elements if and when the same features and elements are included in any subsequent plans and specifications submitted for approval for use on other homes.

The ACC shall meet once per month to review all applications submitted by the deadline established. All applications **MUST** be submitted to the management company and the homeowner **MUST** acquire a date-stamped receipt from the management company confirming the application has been received. *Any homeowner claiming the ACC failed to act on an application within the 30 day time limitation must provide their receipt from the management company in order to have approval granted.*

APPROVAL NECESSARY:

No building, outbuilding, garage, fence, wall, retaining wall, landscaping, pool, spa, porch, or other structure or improvement of any kind shall be erected, constructed, placed, altered, changed, repaired or modified on any property unless the same shall be approved in writing by the ACC. The foregoing prior approval is intended to specifically apply to painting the exterior of a dwelling, the installation of a pool or spa or fence or

screening or of any other maintenance, repair or modification which changes the exterior appearance of a dwelling or other improvements on a unit or the surrounding property.

TIME LIMITATIONS:

After approval by the ACC, all improvements shall be completed within twelve (12) months from commencement of the improvement. Construction of swimming pools must commence within sixty (60) days of ACC approval and be completed within seventy-five (75) days of date of issuance of building permit. A \$100 a day fine beyond 135 days may be assessed. Projects which remain uncompleted for long periods of time are visually objectionable and can be a nuisance and a safety hazard for neighbors and the Community. The ACC may establish a more specific time for completion as a condition of its approval.

In the event the ACC fails to respond to a request for approval within thirty (30) days of receipt of said request it will be deemed to be granted, if submitted in writing to the ACC on the approved form, including all information necessary for consideration and review. *Any homeowner claiming the ACC failed to act on an application within the 30 day time limitation must provide their receipt from the management company in order to have approval granted.* The ACC shall have the right to request additional information if in its opinion, the information submitted is incomplete or insufficient (which extends this 30 day window from date of notice).

INSPECTIONS:

Periodic inspections may be made by the ACC while work is in progress to determine compliance with the approved plans and specifications and provisions of the Declaration. The ACC or any such agent of the ACC shall not be deemed to have committed a trespass or other wrongful act by reason of such inspection.

JOB SITE CONDITIONS:

1. All job sites shall be kept in a neat and orderly condition, as determined by the ACC.
2. Commercial construction hours are Monday through Friday, 7:00 a.m. to 7:00 p.m.
3. All construction operations must comply with state & local governmental ordinances.

APPROVAL:

Upon approval by the ACC, a copy of applicant's plans and specifications bearing such written approval shall be returned to applicant. Approval of any application shall be final and the approval may not be thereafter reviewed or rescinded provided that there has been compliance with all conditions of approval. If disapproved, a request can be resubmitted with appropriate changes made.

VIOLATIONS:

If any alteration or modification is made without the required prior written consent of the ACC, the alteration has been undertaken in violation of the Declaration. All unapproved alterations or modifications may be required to be removed until ACC approval is granted. In no event may any alteration or modification be allowed to remain if in violation of any of the Covenants and Restrictions contained in the Declaration, or in violation of any zoning or building ordinance or regulation.

The Association is empowered to enforce its policies, as set forth in the Declaration and this Guide, by means specified in the Declaration, including an action in a court of law, to insure compliance. The Association also has the right to levy a fine and request full reimbursement of all costs incurred by the Association on modifications made without the written request and approval from the ACC. (Refer to Article XVII of Cambridge of Abacoa Declaration of Covenants, Conditions and Restrictions)

KEY ARCHITECTURAL GUIDELINES:

The ACC shall regulate the external appearance, use and maintenance of improvements in such a manner as to comply and meet with the community-wide standards. The community was designed in a neo-classical architectural style, often seen in the Mid-Atlantic region of the country. The Mediterranean style of architecture, commonly used in south Florida, does not conform to the architectural and landscape standards of the development.

The ACC evaluates all submissions based on the individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the individual site and lot size, since what may be an acceptable design on a duplex lot may not be acceptable on a single family lot.

Any applications involving major exterior alterations to the dwelling **MUST** also be approved by the Abacoa Property Owners Assembly (POA) and the community architect prior to permit acquisition and construction.

The following criteria are general in nature and apply to all of the dwellings in Cambridge.

Relation To Open Space

Factors such as the addition or removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also adversely affect neighboring properties, open space common areas, preserve and easement areas.

Conformance With Covenants

All applications are reviewed to confirm that the request is in conformance with all applicable Covenants and Restrictions affecting Cambridge.

Validity Of Concept

The basic idea of the proposed alteration requested must be sound and appropriate to its surroundings.

Design Compatibility

The proposed alteration must be compatible with the architectural and characteristics of the applicant's house, adjoining houses and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of material, color and construction details.

Location and Impact on Neighbors

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight and drainage. For example, fences or landscaping may obstruct views, or access to neighboring properties; some additions may infringe on a neighbor's privacy.

LANDSCAPING

All individual residential and common areas have been fully landscaped at the time of construction in accordance with a master landscaping plan set forth by the Developer and approved by the Town of Jupiter.

Any changes (either additions or deletions) to this existing plan must be submitted to the ACC for approval **prior** to implementation.

Since the landscaping called for in the master plan represents both northern and old Florida style of flora, ***palm trees will be prohibited in any front yard or side yard adjacent to an asphalt roadway with curbing.*** The side yard area prohibitive of palm trees shall be a ten (10) foot wide buffer from the inside edge of the sidewalk towards the house. To be consistent with the streetscape appearance provided by the developer, all front yard and street side yard plantings (except flowering annuals) shall be consistent (in size, spacing and species) with the plants provided on the master plan (see Category III & IV below).

Landscaping permitted in side yards and rear yards shall be reviewed with more flexibility, allowing for individual taste or preferences. Category I & II vegetation represent a guide for side and rear yard plant materials subject to ACC approval. Other plant materials not depicted below may be considered on a case by case basis. Palm trees shall be permitted in non-asphalt-roadway side yards and rear yards with a height limitation of 10 feet.

NOTE: Maintenance (including irrigation, pest control, mulching, trimming, etc.) for any landscaping changes in the side yards and rear yards is the responsibility of the homeowner. Also, maintenance for front yard plantings inconsistent with the approved master plan landscaping is the responsibility of the homeowner.

Category I – Native Vegetation:

Shade Trees:	Slash Pine, Live Oak, Laurel Oak, Red Maple, Mahogany
Ornamental Trees:	Yellow Tabebuia, Wax Myrtle, Dahoon Holly, Sweet Bay Magnolia
Palms:	Sabal Palm, Paurotis Palm, Key Thatch Palm, Needle Palm
Shrubs:	Wax Myrtle, Cocoplum, Stopper, Florida Zamia, Saw Palmetto, Boston Fern, Mysine, Fire Blush, Ilex Schellings
Citrus:	Orange, Lime, Grapefruit, Lemons, Tangelo, Tangerines, Kumquat

Category II – Non-Native Vegetation:

Shade Trees:	Weeping Bottlebrush, Black Olive, Drake Elm, Yellow Poinciana, Eugenia Hookerii
Ornamental Trees:	Ligustrum, Tabebuia, Rigid Bottlebrush, Hibiscus, Fern Tree, Dwarf Magnolia, Cassia, Tibochina, Cattley Guava, Heliconia, Crepe Myrtle
Palms:	Chinese Fan Palm, European Fan Palm, Pygmy Date Palm, Queen Palm, Lady Palm, Washingtonia Palm, Windmill Palm, Latainia Palm, Roebellini, Adonidia
Shrubs:	Crepe Myrtle, Viburnum Awabuki, Silverthorn, Azela, Variegated and Green Pittosporum, Raphiolepis, Chaulkous, Podocarpus, Thryallis, Ixora, Jasmine
Accent Plants:	Crinum Lily, Bird of Paradise, Zamia, Philodendron Selloum, Gardenia, King Sago, Queen Sago
Ground Covers:	Jasmine Minima, Liriope Evergreen Giant, Juniper (various species), Day Lilies, Pentas, Lantana, Holly Fern

Category III – Master Plan Right-of-Way & Common Area Vegetation:

Large/Medium Trees:	Japanese Blueberry, Hibiscus Std., Dahoon Holly, East Polatka Holly, Southern Red Cedar, Southern Magnolia, Little Gem Magnolia, Laurel Oak, Live Oak, Slash Pine, Sabal Palm, Ligustrum, Yellow Tabebuia, Glorybush, Jactropha Std.
Small Trees/Large Shrubs:	Cocoplum, Pink Ixora, Myrsine, Bush Wax Myrtle, Dwarf Variagated Schefflera, Saw Palmetto, Fakahatchee Grass.
Low Shrubs/Groundcovers/Vines:	Surinam Cherry, Dwf. Crown of Thorns, Dwarf Yaupon Holly, Liriope, Podocarpus, Indian Hawthorne, Sandcord Grass, Society Garlic.

Category IV – Master Plan Front Yard Vegetation:

Ornamental & Shade Trees:

Hibiscus Std., East Polatka Holly, Little Gem Magnolia, Lg. Leaf Hawthorne Std., Ligustrum, Jactropha Std., Southern Red Cedar, Wax Myrtle, Yellow Tabebuia, Pink Tabebuia, Mahogany Tree, Cattley Guava, Burford Holly.

Accent Plants:

King Sago, Gardenia, Crinum Lily, Orange Bird of Paradise, Mexican Zamia.

Shrubs/Groundcovers:

Cocoplum, Pink Ixora, Sandankwa Viburnum, Dwarf Yaupon Holly, Parsons Juniper, Liriope, Indian Hawthorne, Gold Top Ligustrum, Razzleberry, Orange Jasmine, Podocarpus, Veregated Pittosporum, Saw Palmetto, Lg. Leaf Viburnum, Dwarf Azalea, Dwf. Crown of Thorns, Dwarf Podocarpus, Surinam Cherry, Nick’s Compact Juniper, Column Podocarpus.

ADDITIONAL LANDSCAPING INFORMATION:

Height of rear property trees shall not be excessive, as determined by ACC. The required application form must show the projected future height limit which must comply with Cambridge’s present vista policy.

Rear plant material killed from frost, freeze or draught must be replaced within 3 months.

All mechanical equipment (air conditioners, pool pumps, pool heaters, sprinkler pumps, LP gas bottles) must be fully screened with landscaping

The planting of annuals in front or rear yards does **not** require ACC approval. Care and watering are the responsibility of the homeowner.

Vines may be installed on lattice not attached to dwelling walls. Due to their destructive nature, vines may not be installed on dwelling walls directly. Maintenance and watering is the responsibility of homeowner. It is the responsibility of the homeowner to remove vines and structures upon determination by the board that painting of dwelling is necessary.

1. Review Fee- \$5 per application

IRRIGATION

All lots have underground fully automatic sprinkler systems to irrigate each lot as a supplement to nature's supply of rainwater. Owner's guide sets forth all details of irrigation systems and controls, which are under the direction of the Loxahatchee River District, also known as ENCON.

Note that ENCON controls and monitors the flow of irrigation quality (IQ) water for landscape irrigation to all of Abacoa. IQ water cannot be used for anything other than irrigation. Any change to the existing irrigation piping by homeowners is *absolutely disallowed*.

Adding or deleting landscaping may also affect the master plan by causing death or lack of growth from insufficient watering. Homeowners are responsible for watering any additional plantings and/or plantings that, while replacing existing plants, require more water than said existing plants. Should additional plantings generate a stressful irrigation environment, homeowners will be held responsible for rectifying the problem to the satisfaction of the Architectural Control Committee. ***Homeowners are strictly prohibited from manually turning on their individual irrigation system at any time. The Board of Directors may deem this as a violation of the rules and regulations and may issue a substantial fine.***

Individual homeowners are responsible for coordinating the capping of the irrigation system (for any subsurface work proposed) with a licensed irrigation contractor. The association prefers that the homeowner use Treasure Coast Irrigation or the irrigation consultant contracted by the association. Additionally, the Association management company will request a deposit for the installation of any improvement that requires subsurface digging. The deposit will vary depending on the type of improvement.

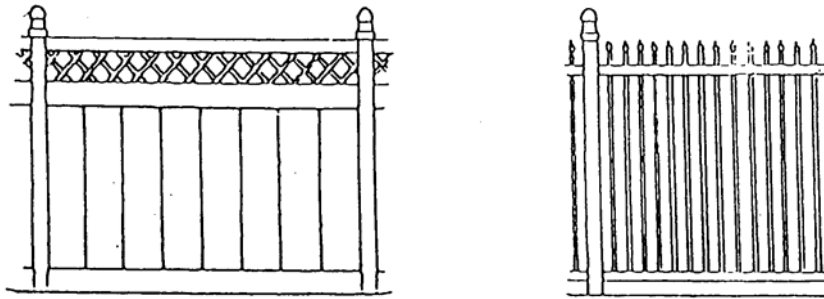
FENCES

All new fences must be white vinyl or white aluminum material. All new lattice work must be white wood or vinyl. Maintenance of fences or lattice work is the responsibility of the homeowner.

A six foot high privacy fence cannot be erected beyond the perimeter line of the front of the house (excluding the porch area) or beyond the perimeter line of the rear of the house or garage, whichever extends furthest. On single family units, there exists a 3 ft.-1 in. wide easement between the side lot perimeter wall and the property line. Applicants are permitted to install fence across the neighbor's easement area, up to the neighbor's wall. The final fence panel spanning the 3 foot easement must be a removable panel, allowing access for your neighbor.

An application for any fence installation must include the type of landscaping to be planted. If it can be seen from a street on the street side of the fence another application will be necessary. Again, it is the homeowner's responsibility to contact Treasure Coast Irrigation (or the irrigation consultant contracted by the association) to ensure the fence installation will not impact the irrigation system.

Two types of fences, as represented below, are recommended for the sides and rears of the homes at Cambridge. Because openness to the backyards is encouraged, fences can either contain open pickets and posts made of vinyl or aluminum paced every 2 or 3 ½ inches or a second alternative which is a five foot high vinyl privacy panel with lattice treatment extending one foot above fence. In both cases, it is recommended that the Mixed Use Development Code (MXD) be amended to reflect a six foot height restriction to increase safety and security providing protection for children and pets.



A 2 ft.-6 in. high picket fence (not shown in diagram) may be permitted in front yard along the front property line or sidewalk edge.

Fence Installation Note:

It is strongly recommended that fence sections be installed with a small vertical separation between the bottom of the fence and the ground beneath. It is also recommended that a horizontal separation (a two inch offset from each side of the fence line extended) be provided. These separations should run the entire length of the fence and will allow for protection of the fence during landscape maintenance. Separation measures such as mulch, pavers, gravel, river rocks, etc. may be employed.

1. Review Fee- \$5
2. Deposit Fee- \$500

SPA/POOL CONSTRUCTION

When building a swimming pool, it will be the owner's responsibility and cost to contact Cambridge @ Abacoa's irrigation company to perform the necessary work to ensure that the irrigation system is capped off properly and that no main lines have been disturbed. It will be necessary for the owners to co-ordinate with their pool contractors and notify Treasure Coast irrigation, 561/687-4535 (or the irrigation consultant contracted by the association) one week in advance to set up an appointment to have the necessary work performed. Applications should provide a detailed description of the design and finishing materials intended.

1. Review fee- \$15
2. Deposit fee- \$1000

SCREEN ENCLOSURES AND PATIOS

1. Screen Enclosures must be constructed of all white aluminum and charcoal screening.
2. In the rear yard of an Attached Single Family (Duplex) unit, a screened enclosure must be installed on the inside part of the common (mutually shared) wall.
3. Rear yard Concrete patios must match, in texture and color, the surrounding concrete areas.
4. Review fee- \$5
5. Deposit fee- \$500

DWELLING ACCESSORY ALTERATIONS

Any alterations to the original dwelling hardware and accessories must be consistent with the community-wide standards. All original door hardware, window frames, exterior lighting fixtures, street numbers, handrails, gutters, downspouts, etc. may not be changed in appearance. Any replacements due to malfunction, wear & tear, etc. must match the original appearance as closely as possible. *Front windows may not be tinted or glazed.* Rear and side windows are not subject to the limitations on tinting or glazing.

ANTENNAS, SATELLITE DISHES & FLAGPOLES

1. No exterior television or radio masts, towers, poles or antennas may be erected.
2. Satellite dishes are recommended for installation only in rear yards with a diameter not to exceed eighteen (18) inches. Placement and landscape buffering requirements must be determined by the ACC as a condition of approval.
3. Ground-mounted flagpoles are recommended as undesirable anywhere within Cambridge. Flagpoles mounted to the front of a dwelling may be permitted, under the discretion of the ACC, for display of American and/or Florida State Flag only.
4. Review fee- \$5

HURRICANE SHUTTERS

1. Permanent hurricane shutters require the approval of the ACC prior to installation.
2. Permanent shutters are defined as shutters, mounting brackets and/or other architectural elements which are permanently affixed to the dwelling and are visible from street side or alleyway views.
3. Homeowner is responsible for replacing any landscaping damaged underneath installation areas.
4. Approved permanent shutters and temporary shutters shall only be permitted to be closed during the time of a hurricane watch or warning and shall be opened or removed within one week after the lifting of said watch or warning.
5. Review fee- \$5

PLAYGROUND EQUIPMENT

1. Must be installed in rear or side yard.
2. Minimize impact of street frontages by screening with landscaping/fence.
3. Must have ACC approval.

MOBIL BASKETBALL HOOPS

1. Not permitted in front/side of home or in alleys that abuts a side of an adjacent home.
2. Need ACC approval.

BASKETBALL HOOPS ATTACHED TO HOME

1. Not permitted.

AWNINGS

1. Awnings may be permitted over rear yard patios. Retractable awnings are recommended, but not mandatory. Awnings shall be prohibited from front yards. Requires ACC approval.
2. Review fee- \$5

SUMMARY OF PROCEDURES

HOW TO MAKE APPLICATION TO THE ARCHITECTURAL CONTROL COMMITTEE

Applications may be obtained from the offices of the Homeowners Association located at Bristol Management, Inc., 1930 Commerce Lane, Suite 1, Jupiter, Florida, 33458, c/o **Beth Goin**. Completed applications should be hand delivered or sent to said office, which will then forward them to the ACC for review at its next scheduled meeting. It is the responsibility of the homeowner to acquire a date-stamped receipt from Bristol Management.

APPLICATION FEES & DEPOSITS

The Board of Directors may deem an application fee necessary. Said fee would be required upon submission of application. Construction deposits may be required, based on the scope and magnitude of the improvements. The deposit will be levied, as a condition of approval, to cover any costs to repair or maintain common areas damaged during construction and/or to complete construction should homeowner default in mid-construction. Deposit must be issued to Bristol Management prior to the start of construction. Upon final inspection approval, the deposit will be returned to homeowner.

SITE PLAN

A property survey must be included with the application showing the location of existing structures and the boundaries of the Property. Proposed changes or additions should be indicated including dimensions and distances from the home and adjacent properties. Landscaping changes should be indicated as well.

DRAWINGS AND PHOTOGRAPHS

A graphic description of the request should be provided. This may be in the form of manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal.

PERMITS

After receiving approval from the ACC; the applicant may also be required to obtain a permit from The Town of Jupiter or other governmental authorities. The Applicant must determine whether this requirement applies to the requested modification.

THIRD PARTY COMMENTS

Written comments from neighbors and other residents concerning proposed changes may be furnished to the ACC. These comments will be considered during the review process. The ACC will make its decisions based on standards set forth in the Declaration and further described in this Guide.

ABACOA PROPERTY OWNERS ASSEMBLY

Referred to as the Community Architect, in its sole discretion, can approve and/or reject applications that have been approved by the ACC.