

# TRAILSIDE ARCHITECTURAL CONTROL COMMITTEE

**Revised by the Trailside Board on 06/18/2025**

- 1.01 In order to preserve and uphold the high standards of Trailside the Architectural Control Committee has established Guidelines for the Architectural Style and Landscaping within the community. The ACC does not seek to restrict individual taste or preferences. Its goal is to avoid harsh contrasts in the landscape and architectural themes and to foster good design so that there is a harmony between respective buildings the landscape and its site.

The Architectural Control Guidelines, here after referred to as the Guidelines are in addition to the covenants and servitude of Trailside and are intended to complete, not replace the existing deed restrictions. The Architectural Control Committee in review of the plans submitted intends to be fair and objective in the design review process. The primary goal of the ACC is to uphold the value and standards of the community by establishing Guidelines which encourage good design and the use of quality lasting materials which blend harmoniously with the community.

The Architectural Control Committee will be looking for homes that are Country estate in style. Meaning homes with wrap around porches, dormer windows, and accents that lend themselves to a country farm/ranch/estate setting.

- 1.02 All applicants are required to submit 1 set of complete plans and specifications for final approval. It is suggested, though not mandatory, that all applicants submit documents in their preliminary form for preliminary review. This will allow the applicant the opportunity to communicate with the ACC in concept and basic form prior to investing in fully detailed architectural and engineering documents.

The ACC will act on matters presented within a period of 30 days and in all cases will make every effort to expedite review of applications sooner. **In no case** shall construction, clearing, filling or landscaping commence prior to ACC's approval.

The ACC may act on applications submitted by noting:

- approved
- approve as noted (with minor comments)
- not approved, revise and submit

After the Architectural Control Committee has reviewed and issued final approval, the ACC will retain the set of documents ~~to the Owner with appropriate comments~~. If the Owner requires a signed set for building, they will need to submit a second set of plans to be signed. Otherwise, the ACC will send documentation of approval, approved with comments, or denied to the Owner. The Architectural Control Committee will establish a file for each lot requesting ACC's approval. All correspondence documentation of subsequent approvals or notices of violation in conflict herewith, will be kept for 3 years.

All approvals shall be effective for a period of six months for date of approval, at which time it will expire unless construction has commenced. Expired application must be resubmitted to the Architectural Control Committee along with a new fee if any. It should not be assumed that previously approved plans will be automatically approved. The ACC will review all applications in regards to the facts and circumstances existing at this time.

In the event that the Architectural Control Committee shall fail to approve or deny any plans and specification submitted in the complete form within 30 days after request for approval, then such approval by the Architectural Control Committee shall be deemed approved. This does not; however negate any of the covenants and servitude of the development.

- 1.03 If an application has been denied, or if the applicant believes the conditions or comments of approval to be unjust, he may request meeting before the full Architectural Control Committee. Appeals must be made in writing, stipulating all applicable facts, within two weeks.

Written request shall stipulate if a meeting of the full ACC is desired. The applicant will be notified of the time and place of the meeting.

1.04 Application Fees/Impact Fees: Please see current schedule of Impact Fees for construction/demolition & removal of debris.

1.05 Compliance during construction and final construction approval is mandatory.

The ACC is empowered to enforce its guidelines as set forth in the deed restrictions. At the completion of the project, a final inspection may be required to verify compliance with the approved plans prior to construction deposit being refunded.

If construction is determined to be in complete compliance with the plans, specifications and applicable deed restrictions, a certificate of approval will be issued to the applicant with a copy retained in the project/lot file. In the event the construction is found to be inconsistent, the applicant will be issued written notification outlining comments or deficiencies which are to be corrected.

Applicants must provide a minimum of seven days notice for request for final inspection or reinspection. Appeal shall be resolved as indicated in Section 1.03 of this document.

## **2. SUMMARY OF DESIGN REVIEW PROCESS**

2.01 Step One By Owner-Preliminary Review (optional but encouraged)

Owner must submit one set of plans consisting of:

Application form and letter requesting approval.

- a. Site plan and Survey
- b. Landscape plan
- c. Exterior elevations of structure
- d. Building cross section
- e. Colors and exterior material list
- f. Applicable specifications
- g. South Florida Water Management District Approval

2.02 Step Two: By Architectural Control Committee

The ACC will review the preliminary submittal and report to the Owner with a written determination of its findings within 30 days.

2.03 Step Three: By Owner Final Review

Owner must submit two sets of plans consisting of the following:

- a. Application form and fees a requesting approval *fees depend on what we decide before.*
- b. Site Plan and survey
- c. South Florida Water Management District Approval
- d. Landscape plan (listing all materials, sizes and spacing)
- e. Exterior elevations of structure
- f. Building cross section
- g. Exterior colors, materials, and finishes including color chips, roof sample and/or other applicable information
- h. Applicable specifications (if any)

2.04 Step Four: By Architectural Control Committee

Within 30 days and not prior to 48 hours after submission, the Architectural Control Committee will review the application and issue final approval, approval with conditions or denial with request for resubmittal. If denied, the ACC will outline, in writing, any deficiencies with measure that can be taken to satisfy the ACC's concerns.

One set will be placed in the permanent lot file for the project. This set of plans will be used by the ACC for final approval and retained in the files of the Trailside HOA permanently.

2.05 Step Five: Building Permit by Owner

After approval of final plans by the ACC, the owner shall submit the approved plans and specifications to Martin County, and/or other agencies having jurisdiction over the scope of the work.

#### 2.06 Step Six: By Owner

The owner starts construction within 6 months from the date of approval of plans. If the time exceeds 6 months, the owner must resubmit to the ACC for approval to start building. If construction exceeds one year of time, the owner must submit an extension request to the ACC.

#### 2.07 Step Seven: Final Inspection

The Owner notifies the Architectural Control Committee in writing or via email communication with at least 7 days prior notice that all work has been performed and requests final inspection.

The Architectural Control Committee will make a field inspection to the residence to evaluate compliance with the approved plans. If it is determined by the Architectural Control Committee that the construction has been completed with substantial compliance with the approved plans, a Certificate of Compliance will be issued and any remaining construction damage deposit will be returned.

### **3.0 BUILDING SITE LANDSCAPING**

Homes should be sited to best complement the architecture and to take advantage of prevailing breezes, sun orientation and to facilitate the preservation of existing vegetation. It is encouraged that homes be designed and configured for each individual lot.

#### Minimum setbacks- Single family Residence, Barns, Structures, Pools, Spas and Driveways/Roads

Front Yard minimum setback shall be	- 75 feet
Side Yard minimum setback shall be	50 feet
Rear Yard minimum setback shall be	50 feet

#### 3.1 Tree Preservation

The Architectural Control Committee encourages the preservation of all trees and native vegetation. Native vegetation, trees and under story plants should be integrated into the landscape plan outside of the conservation areas in which native vegetation cannot be removed. At a minimum, all trees eight inches in caliper or greater shall require Architectural Control Committee approval prior to removal.

#### 3.2 Finish Floor Elevation

The finish floor elevation for single family homes shall be governed by Martin County and the SFWMD as a guide, homes shall be 18"-24" above the crown of the center of the road at their lot.

#### 3.3 Site Grading and Earth Mounding

Home sites should be graded to visually harmonize with the surrounding grades, provide for site drainage, and facilitate the preservation of existing vegetation. The use of earth mounding is encouraged, however, no fill for the purpose of earth mounding should be placed within the drip line of existing Oaks, Pine trees or drainage swells.

Slopes on mounds should be long and gentle and shall not exceed 1:4 ratio.

All drainage should be self-contained; no water including storm water drainage shall be allowed to drain outside of the master drainage plan for Trailside. In no case, shall drainage patterns be altered such that water will drain on to adjacent property or lot outside of the master drainage plan. The Architectural Control Committee may require modifications to building floor elevations, earth mounding or site grading if impacts to surrounding homeowners are evident.

Storm water drainage shall be designed to drain in accordance with the master drainage plan for Trailside.

## **4.0 MINIMUM LANDSCAPE REQUIREMENTS**

### **4.01 Minimum Tree Count:**

4.01.1 As a guideline, the landscaping for a single-family home shall consist of a minimum of one shade tree for every 200 square feet of total building. All homes shall also install and maintain sod and irrigation. Barns shall have one shade tree for every 300 square feet of total area. The minimum tree count may be adjusted from time to time in accordance with the Declarations. Trees will only be counted if they are within 300 feet of the structure, single family home or barn. Shrubs shall be installed along the bases of the foundation to soften the lines of the structures.

At a minimum, each shade tree shall be a minimum of 6 feet tall within a four foot spread at the time of planting conforming to the Standards of Grades and Standards of nursery Plants Vol. 1& 2 Florida Department of Agriculture. All trees shall conform to Florida Grade #1 or better.

4.01.2 Shade trees may be a Variety Oak, Pine, Mahogany, Bald Cypress, Southern red cedar, Southern Magnolia, Gumbo Limbo, Silver Buttonwood, Sabal Palm (3) or some other native hardwood species as described by the University of Florida IFAS Division: <http://edis.ifas.ufl.edu/EH157>.

### **4.02 Street Trees**

In order to foster a tree line on streets throughout Trailside Development, the Architectural Control Committee requires that one shade tree, 12 foot in height with a minimum five foot spread be planted within 20 feet of the front drainage easement along the front of each lot behind the white fence for all tree replacements. One street tree shall be planted for each 200 feet of road frontage or a minimum of two trees per lot. Street trees are required for the final construction approval process. Street trees shall be Live Oak.

### **4.03 Recommended Planting Concept**

The plant philosophy developed for these lots emphasizes the landscape to be spread evenly around the structure and not to have the majority lumped together on one portion of the lot.

### **4.04 Landscape Design Consideration**

4.04.1 Use planting in simple plant masses of few materials. Avoid being overly complex.

4.04.2 Place trees, shrubs and earth mounds to complement architecture of the home and to create outdoor space.

4.04.3 Ninety percent of all plant material must be tolerant of temperatures below 32 degrees for a period up to 12 hours.

4.04.4 There is no minimum number of shade trees to be placed in the rear yard.

4.04.5 All air conditioning units and pool equipment must be screened with landscape materials 24 inches in height at the time of planting or screened with fencing of the approve designs for Trailside.

### **4.05 Plant Material Selection**

The use of cold hardy plant materials is encouraged. Only plants acclimated to the Martin County climate should be utilized.

### **4.06 Replacement of Frost Damaged and Dead Material**

Plant material killed from frost, drought or other cause of death, must be replaced within three months.

## **5.0 DRIVEWAYS**

- 5.01 Driveways shall be constructed using interlocking pavers, brick, cut stone, concrete, asphalt, pavement, coquina or asphalt chips. The area of the driveway from the common road to the white common fence (driveway apron) shall be constructed of poured pavement, concrete, brick pavers or other ACC approved solid hard surface. The swale must have a culvert installed with the ends set in concrete and soil at an appropriate angle to allow ease of moving around the culvert. Once the culvert is set in concrete, the area surrounding it must be resodded with appropriate grass. The driveway aprons and culverts must be done as soon as a road is placed into the lot. This is to protect the common road from wear, tear and destruction from large vehicles and traffic.

## **6.0 ARCHITECTURAL CRITERIA**

### **6.1 Minimum Square Footage**

- 6.1.1 All single family homes shall have a minimum floor area of 2500 square feet of air conditioned space. This excluding garages and mother-in-law suites over garages or any other detached living quarters not part of their main home.

### **6.2 Design Standard**

- 6.2.1 Single Family homes shall have a minimum of a two car garage or 440 square feet minimum.
- 6.2.2 The same building elevation shall not be constructed ~~within ten~~ two different lots.
- 6.2.3 Roof eave overhangs shall be a minimum of one foot and a maximum of three feet.
- 6.2.4 Roof pitch shall not be less than 5 inches in the vertical dimension for each 12 inches in the horizontal dimension. i.e. 5/12 pitch.
- 6.2.5 The building height shall be consistent with the Martin County code.
- 6.2.6 Solar devices should be placed as inconspicuously as possible. Existing Florida State and Federal Laws will be followed on solar devices.
- 6.2.7 Wind driven turbine fans are prohibited. Plumbing and similar through the roof vents shall be painted as to blend with the roof. Electronically powered ventilators may be permitted by the Architectural Control Committee provided that said device is not seen from the street.
- 6.2.8 Screened enclosures for swimming pools or exterior patios shall be the mansard or hip roof type. Aluminum structure shall be approved by the ACC prior to installation. Screening shall be of the black/charcoal variety
- 6.2.9 Fencing around pools shall be in accordance with all applicable codes of the Martin County building department and Section 8.0 of this document.

### **6.3 Use of Materials**

#### **6.3.1 Building Walls:**

Concrete Block with Hardy Board or other material to mimic siding appearance (CBS) on the front and sides of the structure, Wood- vertical board and batt (16.0"O.C.), horizontal lap siding or Hardy Board cement siding, Stone or imitation stone required ACC approval.

Brick- exposed brick (Chicago Brick) No solid bright red brick is allowed.

#### **6.3.2 Garden Walls:**

Required ACC approval..

#### **6.3.3 Columns, Piers, and Arches:**

CBS/Concrete with base and capital. Wood with base and capital or cast Iron.

#### 6.3.4 Railings:

Prefinished aluminum to match finish on windows. Wood detail to be approved by the Architectural Control Committee, finish to be painted. Wrought Iron, PVC or other material as approved by the ACC.

#### 6.3.5 Roofs.

Fiberglass shingle or metal 5V crimp or standing seam. Flat tiles may be considered by the ACC as long as they are of an earth tone color, preferably brown tones. No flat roofs or glazed or curved tile are allowed.

#### 6.3.6 Gutters:

Painted, aluminum or Copper gutters are allowed.

#### 6.3.7 Windows and Skylights:

Painted aluminum ( From ACC approved list) Wood, Vinyl or aluminum clad skylights when used, shall be flat in type and shall not be visible from the roadway.

Allowed types of operation of windows are single and double hung, casement, awning, (multiple panned awning units are allowed on side and rear only.) Fixed frames (maximum 36 square feet).

Windows to be appropriately trimmed with wood or banded with stucco.

#### 6.3.8 Doors:

Painted metal or wood- stained, sealed/varnished or painted.

#### 6.3.9 Miscellaneous:

Colors- colors to be earth tones (preferably light in color), no colors which would cause harsh contrasts with community. All colors must be preapproved by the ACC.

Exterior lighting fixtures- shall be compatible with the architectural style of the home.

Outdoor lighting must be located so as not to interfere with vehicular traffic or become a nuisance to neighbors. No roadside is permitted. Lights must be off by 10 pm. No excess usage of flood lights to disturb other lot owners.

Through wall/ window air conditioning units are prohibited.

Operable wood shutters and window boxes are allowed.

Antennas or similar towers are prohibited except as specifically authorized.

Street address numbering shall be installed by the lot owner. Numbering in a minimum of 3" on the house structure/ fence visible from the street shall be in accordance with Martin County or other Governing agency. Lot owner is responsible for replacement as the numbers fade or are damaged.

Mailboxes are provided at the front of the community by the USPS/or USPS compliant by the HOA.

Boxes for newspapers or similar use are prohibited, unless approved for HOA ability to communicate and of an HOA approved style.

## **7.0 GRAPHICS AND SIGNS**

- 7.01 Signs shall be constructed of first-class quality materials such as marine plywood, Plexiglas or aluminum and maintained in good condition at all times while permitted to exist. All lettering and other identification on signs shall be permanent.
- 7.02 Residential building identification thereon displaying the name of the owner or property occupant and/or street address and signs relating to security will be an exception to the provisions of this section, however, any such sign must be placed at the entrance to the building or fenced area at the entrance to the property.
- 7.03 No sign other than an official traffic sign shall be erected on Trailside property or public right-of-ways unless specifically authorized by a resolution of the County, except other governmental entities that have jurisdiction of public rights-of-ways may install signs thereon which are under their jurisdiction and such signs must conform to applicable traffic regulations. Any signs that are not authorized on rights-of-ways shall be immediately removed by the ACC, and the costs of such removal shall be borne by the parties responsible for the installation of such signs.
- 7.04 No sign that is flashing, moving, rotating, oscillating, animated or has changeable sign copy or extruding figures shall be permitted in Trailside. In addition, no signs may be located on awnings. No flags shall be used in conjunction with the display of signs.
- 7.05 Any lighted or illuminated signs shall not be permitted or erected unless such illuminated sign has been approved as a special exception use pursuant to this section. In connection with the lighting of a sign, the use of neon tubes, strip lighting of any nature and lighting of a sign by flashing or intermittent illumination shall be prohibited.
- 7.06 No off-site or off-premise signs shall be permitted in Trailside, unless otherwise approved by the ACC.
- 7.07 No sign shall be permitted in a location or at a street intersection or in any street right-of-way so as to obstruct free and clear vision or obstruct the view of one to be confused with any authorized traffic sign or device regarding vehicular or pedestrian traffic.
- 7.08 Supporting structure for any sign shall not be included in determining the sign area of the sign provided that such supporting structure shall not exceed two inches in width and shall not carry any lettering or identification markings.
- 7.09 Temporary Signs- The following type of temporary signs, if stationary in nature, is permitted on all property within Trailside with ACC approval.
- 7.10 Temporary Sale, Rental or Development Signs. Temporary sale or rental signs pertaining to the sale, lease or rental of property or buildings, and development signs advertising the development of the premise upon which they are erected may be erected and maintained by the property owner or the property restrictions:
- 7.11 The sign area of such signs shall not be larger than eighteen inches horizontally and twelve inches vertically. Smaller shall be proportionally consistent to the dimensions specified herein.
- 7.12 The Supporting member shall be installed into the ground so that the top of the face of such signs shall not be more than four feet above the finished grade of the ground.
- 7.13 All such signs shall be lettered professionally, and no permit shall be required for the installation or erection of such signs. Color of signs shall be light green background with dark green letters thereon.
- 7.14 Only one sale or rental sign and only one development sign shall be permitted on any one premise.
- 7.15 No such sign shall be erected or placed within the common areas of Trailside. All such signs may not be affixed to the white fence. Any structure supporting the sign shall be contained within the individual lot. Such sign may be placed parallel or perpendicular to the front property line.
- 7.16 Nothing contained herein shall be construed as prohibiting the same wording from being on both the front and back of the signs.

7.17 Where such signs are suspended from an arm of the support, such arm shall not exceed a length of twenty inches. No part of the support may protrude into the common area.

7.18 All such signs shall be erected on a temporary basis.

7.19 Such signs shall be kept in good repair and shall not be illuminated or constructed of a reflective material and shall not contain flags, streamers, movable items or like devices.

7.20 Sale or lease signs must be placed only upon the property offered for sale or lease.

7.21 Any sale or lease sign shall be removed immediately upon the removal of the property from the market.

7.22 No development signs shall be erected until a building permit for construction on the site has been issued by the County.

7.23 Development signs must be placed only upon the property upon which the development is occurring. Such signs shall be removed within three days from the issuance of a certificate of occupancy or abandonment of the project.

7.24 Any ACC member may cause to be removed any such sign not conforming to the provision of this section.

## **8.0 FENCING, WALLS AND HEDGES**

8.1 No fencing or wall shall exceed six feet in height as measured from the lowest point of finished grade on either side of fence.

8.3 Fencing: No chain link fencing. All fencing requires approval from the ACC.



## **9.0 TRAILERS,RV'S, BOATS, ETC.**

9.1 Trailers, RV's, Boats, horse trailers, vehicles and other large items in your yard must be shielded from view of the street. The forementioned shall not be parked in front of the house. Vegetation shielding is suggested. Pole barns are allowed and encouraged to store lot owner's large items in out of sight. Large collections of equipment/debris must be shielded from view.

9.2 Unsightly debris and clutter must be removed from view of the common areas, bridle paths and neighbor's views in order to keep our community tidy.

9.3 Burn piles should be disposed of as soon as possible. It is understood that at certain times of the year we are under burn restrictions. As soon as we are able to burn, the piles shall be disposed of. All appropriate burn permits shall be obtained by the lot owner or contractor prior to burning any thing in the community of Trailside.

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