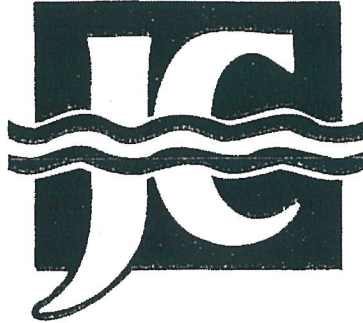


Commercial and Business Areas

Julington Creek PLANTATION



Commercial Architectural Control Guidelines

Adopted: 5-16-17

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INTRODUCTION

This document establishes the architectural guidelines of the Julington Creek Plantation Property Owners' Association, Inc. ("Association") for the Commercial and Business Areas at Julington Creek Plantation, a Planned Unit Development situated in St. Johns County, Florida, for which the Association has oversight.

The herein guidelines, which may be amended and supplemented from time to time, will be used in evaluating the compatibility of any requested construction, modification and/or additions on such commercial and business properties situated within the Julington Creek Plantation community. The review process by the Association is not intended to address engineering issues, construction techniques or safety matters, but rather architectural issues from a visual and aesthetic perspective and how the proposed use of the property may or will affect the Julington Creek Plantation community.

1.0 TITLE

- 1.1 This compilation of guidelines shall be known as the Commercial Architectural Control Guidelines (hereinafter referred to as "Guidelines") for the Commercial and Business Areas at Julington Creek Plantation (hereinafter referred to as the "Commercial Areas"). Commercial Areas for purposes of these Guidelines is further defined as only those commercial areas for which the Association has architectural approval authority.

2.0 PURPOSE

- 2.1 The purpose of these Guidelines is to provide owners, developers and/or tenants (hereinafter collectively referred to as "Owners" or "Owner") general standards and requirements relating to the design, appearance and aesthetics of structures and appurtenances to be constructed, placed and used upon the underlying land related to a application for review submitted by Owners to the Association situated within Commercial Areas (hereinafter referred to as the "Property").
- 2.2 The intent of requiring the approval of all relevant project design plans (hereinafter referred to as "Plans") is to promote a general pattern of development in Julington Creek Plantation, consistent with the theme and character considered appropriate and beneficial to the general community by the Association.

- 2.3 Owners submitting Plans for approval to the Association shall be responsible to ensure such Plans are compatible and in compliance with all applicable Planned Unit Development, Comprehensive Plans, Development of Regional Impact, development laws of St. Johns County, Florida, and any and all other applicable regulatory orders, codes, ordinances and restrictions.
- 2.4 Nothing contained in these Guidelines shall act or be construed to lessen, reduce or amend the regulatory requirements of herein Section 2.3. However the requirements arising from the Association's decisions relating to visual and aesthetic elements hereunder may sometimes exceed similar requirements of said St. Johns County regulatory orders, codes, ordinances and restrictions.
- 2.5 All Plans submitted hereunder shall be subject to review and approval by the Architectural Control Committee of the Association ("ACC"), or other party or body otherwise designated by the Association to perform such review or approval.

3.0 SCOPE

- 3.1 New structures erected upon the Property, shall conform to the requirements of these Guidelines.
- 3.2 Additions, alterations, repairs or any other type of change in any existing structures that, in the opinion of the Association, affects the exterior appearance of such structures, or the Property, shall conform to the requirements of these Guidelines.
- 3.3 Items to be reviewed by the ACC - **and subject to prior ACC approval** - will include, but not be limited to, all items addressed in these Guidelines and any improvement, structure or object of any kind that is installed on the Property; including, but not limited to, any building, fence, wall, parking surfaces, refuse disposal areas, decorative or street lighting structures, fountains, shelters, gates, signs, awnings, roofs, doors, windows, landscape features and plant material; and aesthetic elements of all such structures, including material, design, color and textures; and any future revisions or alternations of all such structures.

- 3.4 The evaluation of each submittal to the ACC relates to matters of judgment and taste that cannot be reduced to a simple list of measurable criteria. It is possible a submission may meet all of the Guidelines and still not receive ACC approval, if in the judgment of the ACC, the proposed improvements overall aesthetic impact is not acceptable. The approval of an application for one proposed improvement shall not be construed as creating any obligation on the part of the ACC to approve applications involving similar designs for proposed improvements pertaining to different commercial buildings or properties. The role of the ACC is to insure that the overall quality level of the Commercial Areas is maintained at the highest level possible while still allowing Owners to reasonably exercise their individual taste in design, colors and material.

4.0 PROCESSING OF PLANS

- 4.1 Owner will examine the enclosed material for information and data required by the ACC to allow its review of submitted Plans.
- 4.2 Owner will submit Plans and other required or requested data to the ACC at the address provided by the ACC. The ACC shall have no responsibility to verify that the party submitting Plans holds the necessary authority to do so, or has the authority to perform the work contemplated under the Plans.
- 4.3 Owner should allow approximately twenty-one (21) calendar days for processing and review of the Plans by the ACC.
- 4.4 The ACC will notify Owner of the meeting date where the Plans are to be reviewed and discussed, and Owner is urged to attend. As it is important that the ACC give each submittal appropriate attention and study, the ACC may act, or not act, in any meeting where the Plans are discussed. Notwithstanding, the ACC shall act to address the Plans as soon as reasonably possible.
- 4.5 The ACC may 1) approve the Plans as submitted, 2) deny the Plans as submitted or 3) require certain revisions to the Plans as submitted. Owner will be notified in writing of any decision by the ACC regarding the Plans.

5.0 PLAN REVIEW FEES

5.1 Owner shall pay the Association the following fees upon submittal of the Plans and ACC Commercial Architectural Review Application:

- 5.1.1 First submittal \$180.00
- 5.1.2 Resubmittals - within six months of first submittal \$ 0.00
- 5.1.3 Resubmittals - after six months of first submittal \$ 25.00

6.0 PLAN SUBMITTAL REQUIREMENTS

6.1 Owner will provide Plans that are comprehensive enough to adequately depict final visual and aesthetic elements of the planned work, or that will allow the ACC to adequately understand the anticipated outcome of such elements, and any and all Plans otherwise requested by the ACC.

6.2 The following minimum information must be provided with each submittal for review:

- 6.2.1 ACC Commercial Architectural Review Application.
- 6.2.2 Two (2) sets of the Plans.
- 6.2.3 Site Plan Information Sheet - This sheet includes any information not provided by Owner in the ACC Commercial Architectural Review Application or the Plans that Owner believes will provide the ACC additional helpful information.

6.3 The Plans shall include:

- 6.3.1 All sheets shall be a minimum size of 24" x 36".
- 6.3.2 All sheets shall be numbered, dated and identified by project name.
- 6.3.3 All sheets shall include north arrows, legends and scale, and the name, address, email and phone number of the design professional(s) who prepared the sheet.

- 6.4 The Plans shall adequately depict, including through conceptual drawings, the following to be situated on the Property:
- 6.4.1 All structures and appurtenant structures, and their design, texture and color of exterior walls and other exterior surfaces.
 - 6.4.2 The height of structures, and locations and sizes of all doors and windows.
 - 6.4.3 The design and dimensions of all parking areas, driveways, walkways, patios and mechanical equipment.
 - 6.4.4 The location, sizes and species of all trees, shrubs, plants and turf to be planted, to include tree caliper, container size, expected height when planted. Identify the location and species of all existing trees four inches (4") in diameter (as measured three feet (3') above ground level) or larger that are to be removed from the Property.
 - 6.4.5 The location and sizes of all aboveground utility facilities and structures.
 - 6.4.6 The location, size, color, material and design of all proposed signs to be installed on all buildings and grounds of the Property (also see Section 23).
 - 6.4.7 The location, size, color, material and design of all proposed fences and enclosures to be installed on all buildings and grounds of the Property.
 - 6.4.8 The locations and dimensions of all property lines of the Property, setback and restriction lines and easement areas.
 - 6.4.9 The total area of the Property in square feet; total area of landscaped areas; and total surface area of structures, parking and walkways.
 - 6.4.10 Other plans and information requested elsewhere in these Guidelines and requested by the ACC.

7.0 FAILURE TO SUBMIT PLANS

- 7.1 In the event, whether requested or not requested by the ACC, Owner fails to submit Plans when required under any authority held by the ACC to review such Plans, any such authority held by the ACC shall not be waived by such failure of the Owner to submit.

8.0 INSPECTION

- 8.1 Upon completion of construction of the approved improvements the Owner shall submit a notice of completion to the ACC, to allow the ACC, or its designee, to inspect the Property site to determine if the work is in accordance with the Plans approved by the ACC, or if the work is otherwise acceptable. The ACC shall respond in writing to Owner with the results of said inspection.
- 8.2 In the event the Owner fails to comply with the approved Plans in a manner that the ACC finds unacceptable, the ACC will notify the Owner and describe the unacceptable condition and the date by which said condition must be corrected. If Owner disagrees with the ACC's opinion, the Owner should convey such disagreement to the ACC in writing by the date specified by the ACC for the condition to be corrected. While the ACC will work in good faith to resolve any such disagreement between the ACC and Owner, the ACC's decision shall prevail should Owner not agree with the ACC.
- 8.3 All deviations from approved Plans, whether identified during or after construction is complete, shall be corrected at the expense of Owner.

9.0 DESIGN PREFERENCES / RESTRICTIONS

- 9.1 All designs will strive to achieve a pedestrian scale with the general design motifs and elements attributed to village-type atmosphere and character. Some of these elements are as follows:
- 9.1.1 Roofs that utilize tile, architectural fiberglass shingles or metal. Flat roofs will be considered if other design requirements of these guidelines can be achieved.
- 9.1.2 Brick, lap siding or stucco finishes on walls.

- 9.1.3 Wood accents.
- 9.1.4 Soft or “residential” type forms and massing, generally associated with two (2) to three (3) story height maximum.
- 9.1.5 Pitched roofs for buildings up to three (3) stories.
- 9.1.6 Entrance doors compatible with the building design and concept.
- 9.1.7 Exterior colors associated with earth tones and the use of primary colors as an accent rather than as dominant color.
- 9.1.8 Storefronts that promote interaction between the building and passersby, and that avoid solid walls.
- 9.1.9 Courtyards in landscape buffer zones, open spaces and adjacent to and between buildings, and be incorporated into the overall pedestrian circulation pattern in an inviting and attractive matter.
- 9.1.10 In the case of all building designs, the design style and appearance reflected shall incorporate the overriding concept of the unification of the Commercial Areas with residential-type forms through the use of warm materials and colors, extensive landscaping for shade and spaces, the connecting walkways and plazas.
- 9.1.11 Chain-type prototypes will be considered for banks, restaurants, day care, medical offices and others whose conceptual prototype buildings incorporate the architectural ambiance and atmosphere described in this Section 9.1.
- 9.1.12 Solid permanently enclosed or covered storefronts shall not be permitted. In the event of a solid ground floor facade facing pedestrian traffic or being part of the front facade of the building, if approved, the wall shall have decoration to reduce the visual impact of a solid wall on the pedestrian environment.

9.1.13 Screen doors, security grills and bars or pull-down shutters shall not be permitted.

9.1.14 Wall/window mounted air conditioning units shall not be permitted.

9.2 The design criteria of this Section 9 shall be considered and applied by the ACC specific to the siting, nature, design and intended use of the proposed improvements, and may not be required in every case.

10.0 PRESERVATION OF VEGETATION

10.1 Preservation of native vegetation, and particularly trees, is strongly encouraged.

10.2 Trees measuring four inches (4") or more in diameter measured at a point four feet (4') above ground level should not be removed unless located within eight feet (8') of the approved site of a proposed building, or will otherwise inhibit proper traffic flow through the planned roadways.

11.0 LANDSCAPE BUFFER ZONES

11.1 Buffer zones shall be reserved for landscaping, drainage, stormwater retention and utility areas (easements), pedestrian circulation, signage, street furnishings and hardware. Each parcel shall contain landscaped buffer zones measured from the Property's boundary lines.

12.0 OPEN SPACE

12.1 Public plazas and large walkways are encouraged for outdoor and pedestrian activity. Brick pavers are encouraged to be used as an accent to create patterns or grids or they can be used to fully cover the walkway or plaza area. Sufficient shade trees and planting should be incorporated into the design of the plaza or walkways

13.0 LANDSCAPE INTENT

- 13.1 The ACC considers landscaping to be a critical design element to the community. Landscape design should be integrated into the design of the Commercial Areas, from its inception. The use and preservation of native and naturalized landscape materials is strongly encouraged. Landscape plans should strive to have as strong an impact as possible at the time of installation. New planting compositions should employ simple plant massing and a limited palette of plant types in order to build unity and cohesiveness in the design. **An abundance of vegetation is encouraged.**
- 13.2 Adequate landscaping, particularly shade trees, shall be required in parking areas, walkways, plazas and open areas of the Commercial Areas. This landscaping shall provide the necessary support for lowering temperatures, sun protection, visual buffers and creating visually pleasing outdoor spaces.
- 13.3 The Owner shall maintain all landscaping in good condition so as to present a healthy, neat and orderly appearance at all times and shall provide an irrigation system to ensure continuous, healthy growth and development. Any plant material that dies or becomes unsightly after installation will be replaced within 30 days.
- 13.4 A minimum of fifteen percent (15%) of the Property area must be landscaped.
- 13.5 A minimum fifteen foot (15') wide landscaped area is required between road right-of-ways and service drives and parking area. Where existing adjacent right-of-ways are sufficient in width to accommodate the buffer, and providing that landscaping is allowed within those areas, this condition will be waived.
- 13.6 Parking lots of nine thousand (9,000) square feet or more must have a minimum of ten percent (10%) of internal landscaping in the form of islands. Each island must include at least two (2) trees.
- 13.7 Unbroken rows of parking spaces should not exceed over one hundred feet (100').

14.0 RECOMMENDED LANDSCAPE MATERIAL

- 14.1 The number of shrubs will be determined by the extent of the front and both side elevations, if these abut a green area, and the frontage of parking or vehicular areas to public rights-of-way. The lineal dimension of the elevation(s), divided by 24" (maximum distance between plants) will yield the number of shrubs. These shrubs may be planted in clusters or in a hedge-like fashion.

- 14.2 The following criteria should be considered when selecting plants for use within the Commercial Areas:
 - 14.2.1 Native species and evergreens
 - 14.2.2 Relatively resistant to insects and diseases
 - 14.2.3 Cold hardy material
 - 14.2.4 Adaptability to existing soil conditions and soil preparations
 - 14.2.5 Long life expectancy
 - 14.2.6 Adequate drainage

- 14.3 The selection of plant material for development within the project should be given careful consideration. Attention should be given to year round appearance, maintenance requirements and cold resistance.

15.0 PLANT MATERIAL

- 15.1 Plant material shall be Florida No. 1 grade or better.

- 15.2 Non-paved areas shall be completely sodded with St. Augustine/Florata sod.

- 15.3 Ground covers other than sod, shall be planted in such a manner to present a finished appearance within six (6) months after planting.

- 15.4 Shrubs and hedges shall be a minimum three-gallon plant, and be of a minimum height of twenty-four inches (24") immediately after planting.

- 15.5 Synthetic material in the form of plants is not permitted.

- 15.6 Live oaks are the preferred tree of choice. Trees shall be species with a mature spread of twenty feet (20') minimum and having a trunk that can be maintained in a clean condition of at least five feet (5') of clear trunk. Trees having a mature spread of less than twenty feet (20') may be grouped together and will count on a 3:1 basis. Three (3) trees count as one (1) tree.
- 15.7 Trees shall be a minimum of twelve feet (12') in height when planted. Trunk caliper shall be minimum of four (4) inches as measured four feet (4') about ground level. Species whose root systems are known to cause damage to improvements such as roadways, foundations, driveways, and the like, shall not be used within fifteen feet (15') of those improvements. Trees with invasive root systems, however, can be used in large open yards far from any improvements.

16.0 IRRIGATION

- 16.1 All green areas shall be 100% irrigated. It is desired that all grassed areas within adjacent right-of-ways to be irrigated wherever possible and practical to do so. Pop-up sprinklers shall be used in these areas.
- 16.2 An irrigation plan shall be submitted with the landscape plan. It shall not be at a scale smaller than the landscape plan. All head locations, pipe sizes, valve locations shall be shown. All equipment shall be identified on the Plans.
- 16.3 Any wells to be installed and constructed on any portion of the Property shall be for irrigation purposes only; be installed and operated in strict compliance with any applicable regulations; and all above ground structures of the well be screened from view. Chemical filtration shall be required when the source of water could stain the exterior walls. All exterior walls that become discolored by stain must be immediately cleaned and repaired if necessary.

17.0 ROOF AND ROOFING

- 17.1 The overriding and dominant characteristic of pitched roof(s) is encouraged. The entire roof structure does not have to be composed of pitched roofs, however, all gravel roofs of the building or structure should have a pitched roof or the impression of such articulated into the design, so that the gravel portion is located on a flat section behind the roof facades or pitched roof portion.

- 17.2 Finish materials for pitched roofs must be consistent throughout the Commercial Areas. Metal roofs are preferred by the ACC. These types of roofs shall be standing seam, with concealed fasteners and are preferred to be forest green in color. Shingles may be used if they are "architectural" type and specified to be fiberglass and fungus resistant (FRS). Other materials not specifically referenced are subject to consideration by the ACC.
- 17.3 Gambrel roofs, characterized by steep lower slope and flatter upper portion shall not be permitted. Flat roofs will be considered, but their surfaces must be shielded to reduce or eliminate its visibility from streets, walkways and adjacent properties.
- 17.4 Roof top mechanical equipment must be so located to reduce or eliminate its visibility from street, sidewalk of adjacent properties. All equipment shall be decorative shielded if it cannot be hidden from view. Decorative shielding must be composed of materials and colors compatible with the total materials, colors and design of the host building.
- 17.5 Gutters and rainwater leaders shall be exposed only if detailed properly to add character to the design. They must be painted to match the fascia, wall or column. It is recommended that rainwater leaders are integral to the vertical element that they are attached to. All exposed roof vents, valleys, flashings and pipes extending through the roof shall be painted the same as the roof.
- 17.6 Minimum roof pitches shall be 5:12.

18.0 EXTERIOR WALLS

- 18.1 The following requirements apply to all exterior walls and all kinds of facade applications for all structures. All elements of all elevations shall complete a total and continuous design.
- 18.2 All materials must be in compliance with applicable regulatory building codes.
- 18.3 Exterior wall finishes shall be consistent in color schemes, texture, compositions and character throughout the Commercial Areas. The allowed exterior wall finishes are the following:

- 18.3.1 Brick
- 18.3.2 Painted Stucco
- 18.3.3 Tile
- 18.3.4 Textured Block

18.4 Exposed concrete block walls are not permitted. Wood will be used as an accent-element, not as a major element of the exterior. All wood trim will be finished, painted, stained or otherwise protected from the elements of nature.

18.5 Where monolithic slab construction is proposed for foundations, sufficient footing shall be incorporated into the slab construction so that any exterior walls requiring brick or stucco finish can be constructed with stucco or the first row of brick starting below finish grade. In other words, the brick or stucco wall section should have the same appearance as if the foundation slab was constructed with a stem wall design.

19.0 STOREFRONT

19.1 Front facing building facades should incorporate design elements, such as decorative window trim, and raised surface elements.

19.2 All storefront framing for doors and windows shall be bronzed anodized, if made from aluminum. All exterior frames shall be bronzed anodized, if made from aluminum. If wood framing is approved, it must be color coordinated with adjacent trim paint color.

20.0 SHADE CANOPY

20.1 All storefronts require a permanent shaded continuous pedestrian canopy, which must be an integral part of the building's design and be appropriately lighted, but not contain signage or other graphics.

20.2 The selected material for the roofing of the shade canopy must be consistent with the roofing of the main building, unless the shade canopy is of approved vinyl or canvas. For vinyl or canvas canopies, the front valance shall not exceed twelve inches (12") in height, and only be solid colors with no stripping.

21.0 SCREENING, STORAGE AND LOADING AREAS

- 21.1 Unless specifically approved by the ACC in writing, no material, supplies or equipment shall be stored in any area on a site except inside an enclosed structure.
- 21.2 Trash and garbage receptacles shall be screened with a wall constructed from a material durable enough to withstand the abuse resulting from periodic servicing of the container. The ACC may request that such walls be constructed of the same material and color of the building(s). Further, this enclosure will be located out of sight from the street and in an inconspicuous but accessible location, softened with dense landscaping. Landscape screening will only be permitted through the use of a dense planting or earth mounding including landscaping or both. No stockade fence or other simple structure will be allowed.
- 21.3 Loading docks, if required, shall be recessed entirely within the building; the opening to which will be closed off when not in use by the use of a rolling overhead door, swinging doors or other appropriate opaque screens of a color and texture compatible with the building exterior. If the loading dock cannot be recessed due to constraints of use, a screened service compound must be provided. Under no circumstances will a loading dock be permitted to face a public street or major scenic vistas. Any loading dock with an opening exposed to an adjoining property owner shall be screened from sight from such adjoining property in an approved fashion.

22.0 SIGNAGE

- 22.1 Signage is to be limited to the extent possible. That includes signage placed on the grounds of the Property, and on the buildings and other structures on the Property, including in the windows of such buildings. All signs shall be as small in size as possible and placed in locations that lessen their existence, but that still achieve the intended goal of directing traffic or advertising the presence of a tenant of the Property.
- 22.2 All signage installed on the Property shall comply with applicable St. Johns County signage ordinances, including within the Northwest William Bartram Scenic Highway Corridor as applicable. However, the ACC may impose restrictions that are more stringent than said St. Johns County restrictions.

22.3 Types of Signs:

22.3.1 **Permanent Signs** (This type of sign can be internally illuminated)

22.3.1.1 **Monument Directory Ground Group Sign:** A sign which is supported by structures or supports in or upon the ground and independent of support from any building and which lists only the names of more than one business conducted within a building, group of buildings or commercial centers. Prefer they be limited to one (1) sign.

22.3.1.2 **Monument Ground Individual Sign:** A sign which is supported by structures or supports in or upon the ground and independent of support from any building and which lists only the name of one business conducted within a building that has its own entrance. Prefer they be limited to one (1) sign.

22.3.1.3 **Business Identification Sign:** The main sign of a business that informs the public of the business name, business logo and type of products or services provided. These signs will be located on the building's fascia, doors or windows. Prefer they be limited to one (1) sign.

22.3.1.4 **Vehicular Directional Signs:** A sign located at an access drive entrance for the purpose of directing motorists to off street parking facilities. Such signs may contain the words "parking," "enter" or "drive through." Number of sign limited to the number of such access entrances.

22.3.1.5 **Traffic Signs:** Limited to the number and type required to satisfy applicable St. Johns County ordinance(s).

22.3.2 **Temporary Signs** (This type of sign cannot be illuminated).

22.3.2.1 **On Site Development Sign:** A sign identifying the developer, architect, contractor, engineer or bank participating in the development, construction or financing of the

Property when there is active construction. Prefer they be limited to one (1) sign.

22.3.2.2 **Real Estate Sign:** Any sign used to offer the Property or a unit(s) of the Property for sale, lease or rent. This sign shall be mounted to the inside face of the front facades glass and/or glass doors of the affected unit, or at a visible site if the entire Property is for sale. Prefer they be limited to one (1) sign.

22.4 Prohibited signs shall include, without limitation; flashing, moving, oscillating, or animated signs; portable, movable, changeable copy signs; rooftop or window signs; signs on trucks or other vehicles; and signs which consist wholly or in part of banners, ribbons and streamers.

22.5 No approved sign shall be modified or relocated, unless express prior written approval of its appearance, content, height, location, shape and size has been obtained from the ACC, which shall not be unreasonably withheld.

23.0 UTILITIES

23.1 All utilities (including telephone, television and radio transmission equipment) within the boundaries of the site shall be underground and all transformers, junction boxes, satellite dishes and other ancillary equipment shall be screened from view.

24.0 MAINTENANCE DURING CONSTRUCTION

24.1 During construction all debris shall be placed in a single location of the construction site only. A barrier of some type shall be provided to contain and prevent construction and other debris from being scattered on and off the site.

24.2 After construction, no debris or trash of any kind shall remain on any part of the site, or on sidewalks or streets contiguous thereto; no excess building material, storage shed or trash shall remain on such site, sidewalk or street. It is hereby made the duty of the property owners or tenants, to

remove or cause to be removed any and all of the above debris within 72 hours of notification by ACC. Failure to comply with the request will cause removal of the debris by action of the ACC and all related costs will be charged to the owners or tenants.

25.0 WAIVERS / EXCEPTIONS

- 25.1 The architectural planning criteria set forth herein is intended as guidelines to which adherence shall be required by each property owner or tenant in the Commercial Areas; provided, however, the ACC shall have the express authority to waive any requirement set forth herein if, in its sole opinion, it deems such waiver is in the best interest of the Property and the deviation requested is compatible with the character of the property(s) within the Commercial Areas.

(END)

5-16-17