



7493 Terrace River Dr, Temple Terrace, FL 33637
email: TRMABoard@gmail.com
website: terraceriver.com

Architectural Design Standards

Last Revised: July 25, 2023

Notice of Revisions

1. **Revision 1, Dated August 7, 2017.** Revised ATTACHMENT 2, Adopted Association exterior paint color palettes
2. **Revision 2, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 3. Fences, h. – added “Fence shall be kept clean and free of mildew and stains.”
3. **Revision 3, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 4. Mailbox, e. -added “Mailbox shall be maintained in good order and repair. The mailbox shall be kept clean and free of mildew and stains.”
4. **Revision 4, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 5. Exterior Painting, a. deleted “not” and added “no”, and deleted “See Exhibit B” and added “See Attachment 2”
5. **Revision 5, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 5. Exterior Painting, b. deleted (for approved association color palette TBD).
6. **Revision 6, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 5. Exterior Painting, e. added “Painting of driveways or sidewalks is prohibited.”
7. **Revision 7, Dated August 6, 2018.** Revised PROJECT DESIGN STANDARDS, 7. Roofing, 8. Solar panels, and 9. Swimming pools, hot tubs, deleted “(Prior ACC Approval Required)”
8. **Revision 8, Dated August 6, 2018.** Revised ATTACHMENT 2, added “You may also review the approved colors online at: <https://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa>, Once on that page select FL→Tampa→Terrace River.”
9. **Revision 9, Dated July 25, 2023.** Revised PROJECT DESIGN STANDARDS, 3. Fencing, e. added “at least” eight (8) feet from the sidewalk “in front of the home, and at least three (3) feet from any sidewalk on either side of the home.”

TABLE OF CONTENTS

Introduction	4
Purpose	4
Submittal, Review, and Approval Procedures	4
Projects	5
Project Design Standards	5
Storage Facilities	5
Additions or remodel of your residence	5
Fencing	5
Mailbox	6
Exterior Painting	6
Landscape	6
Roofing	7
Solar Panels	7
Swimming Pools	7
Play and Sports Equipment	8
Windows and Doors	8
Screen Enclosures	8
Antennas and Satellite Dishes	8
Propane Tanks	9
Signs	9
Flags and Flagpoles	9
Hurricane Shutters	10
Miscellaneous	10
Attachment 1 Mailbox Specifications	11
Attachment 2 Approved Association Color Schemes	12

Terrace River Master Association

Architectural Control Committee

Design Standards

INTRODUCTION

The “Design Standards” contained in this document are adopted and enforced in accordance with the Master Declaration of Covenants, Conditions and Restrictions of Terrace River (Declaration), Article VI and Florida Statute 720.3035. The Architectural Control Committee (ACC) is created and empowered by Article VI of the Declaration and Article IX of the By-laws with the responsibility to review exterior changes to single-family homes in Terrace River. The standards are meant to help homeowners understand the required Terrace River Master Association (TRMA) architectural review process. These standards are subject to change and expand as and when needed. This is not intended to stifle individual creativity; rather, our intent is to maintain consistency and retain the high quality of homes in our community. The Board of Directors shall serve as the ACC or appoint a separate committee as determined by the Board.

PURPOSE

The purpose of the Architectural review process is to ensure a safe environment for families living in and visiting the community, to ensure design standards are enforced in a consistent and fair manner and to make sure exterior changes are in conformity and harmony with the existing standards of the neighborhood and the standards of this association. This policy is designed to be consistent with the Declaration and State law and be in the best interest of all Owners in maintaining the value and desirability of Terrace River as a residential community.

SUBMITTAL, REVIEW, AND APPROVAL PROCEDURES

No exterior change shall be commenced, erected, or maintained on any Lot, nor shall any exterior addition to or alteration thereof or color change be made until the plans and specifications showing the nature, kind, shape, height, materials, color and location of the same shall have been submitted to the ACC for written approval. No landscaping changes shall be made to the Lot without approval of the ACC.

Two (2) copies of the Architectural Committee Request Form, including all attachments, shall be submitted to the Homeowner Association (HOA) Management Company for submission to the ACC. The owner must provide as much information as possible about the proposed project to assist the ACC in making a sound decision to approve the request. The ACC will make every attempt to respond to plan submittal within thirty (30) days of receipt of the application. In the event the ACC fails to approve or disapprove the request within forty-five (45) days after written submittal, the proposal shall be deemed disapproved by the ACC. The ACC may impose a fee for cost involved with such approval.

Any failure to conform to the Design Standards of TRMA or approval by the ACC, before or after project completion, will result in a written notice by certified letter to the homeowner from

the HOA Manager requiring them to rectify the offense(s). The homeowner must comply with the terms of the letter within thirty (30) days of receipt or respond in writing to the HOA Manager within twenty (20) days of receipt, explaining why compliance cannot be achieved within the thirty (30) day period. If no response is received from said homeowner within the thirty (30) day period, a fine may be imposed on the homeowner and/or an injunction may be sought against the owner requiring the owner to conform to the Design Standards of TRMA or ACC approval. In addition, the association shall have and be entitled to all rights and remedies at law.

PROJECTS

Approval of the ACC is required for any exterior modification, improvement, addition or additional structure of any kind, including, but not limited to storage facilities, additions or remodel of your residence, fencing, mailbox, painting of exterior, landscape changes (i.e., removal of trees or shrubs, pavers, borders), roofing, solar panels, swimming pools or hot tubs, play and sports equipment, windows and doors, screen enclosures, antennas and satellite dishes, propane tanks, signs, flags and flag poles, and hurricane shutters. If you are in doubt regarding whether or not something needs ACC approval, please contact the HOA Manager. It is the responsibility of the Owner to ensure compliance.

Applicants are solely responsible for determining whether the completed improvements described in the approval comply with all applicable laws, rules, regulations, easements, codes and ordinances; including but not limited to, surface water management systems, zoning ordinances, subdivision regulations, local ordinances and building codes. The TRMA Board/ACC shall have no liability or obligation to determine whether such improvements comply with any such laws, rules, regulations or codes ordinances.

PROJECT DESIGN STANDARDS

1. Storage Facilities

- a. Storage facilities are prohibited. However, cargo containers and temporary storage structures may be located in the front yard for no more than thirty (10) days.

2. Additions or remodel of your residence

- a. All material including walls, roofs, soffits, doors, windows, trim and other exterior items must be the same as the existing structure. Color (field and trim) shall match the existing structure.

3. Fencing

- a. City permit is required, and sketches included.
- b. Fences are not to exceed a height of six (6) feet.
- c. Fences must be of white vinyl material.

- d. There must be a setback of at least eight (8) feet from the nearest front face of the structure and behind the electrical meter of both homes. Setback must be the same as the adjacent home with an existing fence.
- e. Fence must be setback of at least eight (8) feet from the sidewalk in front of the home, and at least three (3) feet from any sidewalk on either side of the home.
- f. Fence cannot extend beyond the property line of the adjacent lot.
- g. Fences cannot be constructed within platted Surface Water Management System Facilities (even if they are on your property).
- h. All fences shall be maintained in good order and repair. Fence shall be kept clean and free of mildew and stains.
- i. Applicant must get written approval of owners of existing fence prior to making a connection to their fence.

4. Mailbox

- a. Mailbox installation or replacement must conform to U. S. Postal standards (see Attachment 1)
- b. Mailbox shall be a standard white vinyl or aluminum.
- c. Mailbox post shall be a 4"x4" wood post painted white.
- d. Four (4) inch, black numbers must be affixed to the front of the mailbox post and on the trim above the garage door nearest the home main entrance. (see Attachment 1 for style)
- e. Mailbox shall be maintained in good order and repair. The mailbox shall be kept clean and free of mildew and stains.
- f. No shrubs or plants permitted around the mailbox.

5. Exterior Painting

- a. Must be of a color on the Association's color palette for the exterior item specified (ex. You may only use an exterior home body color for the home and ~~not no~~ other items such as doors, trim and windows, unless the color is approved for the same). ~~See Exhibit B~~ See Attachment 2
- b. Repainting a color, from the Association approved color palette, which is not the original color for that item, **requires prior ACC approval.** ~~(for approved association color palette TBD)~~
- c. Repainting the same color of the house (including field and trim) does not need prior ACC approval.
- d. House color shall not be the same as adjacent houses.
- e. Painting of driveways or sidewalks is prohibited.

6. Landscape

- a. An ACC Application is required for all landscape changes, except annual flower plantings and replacement of dead shrubs or existing flora with the same species.
- b. Landscaping changes – changes such as but not limited to trees, shrubs, borders and pavers must be approved by the ACC. Landscaping features are generally approved if they are in harmony with the community.

- c. Maximum of two (2) feet of decorative pavers allowed on either or both sides of the driveway.
- d. No tree, hedge, or landscape feature can be placed in a location where it will obstruct sight-lines for traffic on community streets, neither at the time of planting nor as the plant grows.
- e. No planting or structure may interfere with any easement or the flow of any drainage channel.
- f. The use of gravel, stone, crushed brick, white rock, white stone, sand, pebbles, white shells, ground up rubber, or similar material, such as mulch or as an alternative to grass or ground cover is prohibited.
- g. Landscaping shall not be approved which may impede the use or access of any easement or utility. No landscaping shall be approved which may interfere with the use or function of any drainage easement or drainage infrastructure.
- h. Xeriscape plans are permitted within the community upon approval of the ACC. Empty expanses of rock or mulch beds are not acceptable. Xeriscape plans will be approved on an individual basis; it is recommended that plant material, turf and rocks/mulch be incorporated into the plan. Xeriscaped gardens must be maintained in an attractive manner.
- i. Trees, shrubs, plants, borders, or pavers are not permitted between the sidewalk and the street—**only grass is permitted.**
- j. Maintenance – includes but is not limited to weed removal, replacing sod, pruning of trees and shrubs, raking leaves, and mowing lawn. Regular pruning of shrubs and trees needs to be done to keep from encroaching onto sidewalks—minimum clearance of six (6) feet. Hedges shall **not** exceed a height of six (6) feet. Dead trees and plants shall be removed immediately and properly disposed.
- k. Irrigation is encouraged to be supplied and maintained and must be kept underground.

7. Roofing (~~Prior ACC Approval Required~~)

- a. Only minimum thirty (30) year asphalt shingle (may be dimensional or fiberglass) roofs with a matte finish are permitted. No roofing material is allowed.
- b. All roofing color must complement the color of the house, as determined by the ACC. Bright, glossy, or pastel colors are not acceptable. Blacks, browns and tans, reds, greens, grays, and whites are acceptable. Roofing material that has a mix of color is also acceptable, but there must be a distinguishable main color to the approved material.

8. Solar panels (~~Prior ACC Approval Required~~)

- a. Solar or pool heating panels, are preferred to be located at the rear or side of the home least visible from street view.
- b. Panels must be positioned as close to the rear section of the roof as possible and down along the edge of the roof. Panels shall not be installed above the peak of the roof.

9. Swimming pools, hot tubs (~~Prior ACC Approval Required~~)

- a. All kiddie pools must be emptied at the end of usage
- b. No permanent above-ground pools permitted.

- c. Any pool must not create a drainage problem for neighbors
- d. In-ground pools are permitted with City of Temple Terrace approval a copy of which must be attached to the written request.
- e. All plumbing/wiring running to and from panels must be painted the same color as the house and fascia.

10. Play and Sports Equipment

- a. Play equipment is to be located in the rear yard and set back a minimum of five (5) feet from the property lines. Play equipment, including tree houses cannot exceed twelve (12) feet in height unless otherwise approved by the ACC.
- b. Only one (1) portable basketball goal is permitted per lot. All basketball hoops must have a net kept in good condition at all times. The portable unit cannot be located on the sidewalk or the street. The unit must be stored away when play has ended.

11. Windows and Doors

- a. Window replacement shall be similar in color, size and style as the original window installed.
- b. Only entrance doors made of wood, fiberglass, or steel are permitted. Wood may be stained or clear coated. Fiberglass doors may be stained. Door color must compliment color of home as determined by the ACC.
- c. Garage doors may be painted the approved body or trim color of the house, or white. Garage doors with windows are not permitted.
- d. Reflective window film is prohibited.
- e. Screen doors are prohibited.

12. Screen Enclosures

- a. Acceptable frame colors are, black, bronze, sandstone, or white.
- b. Screen color must be black or charcoal.
- c. The screen enclosure height must not exceed the wall height of the house where it is attached to the house and may not exceed the height of the house roof.
- d. The enclosure must meet the hurricane requirements as set forth in the current Florida building code.
- e. Screen enclosures are to be mold and mildew free with screens in good repair.

13. Antennas and Satellite Dishes

- a. No exterior television or radio masts, towers, poles or antennas shall be erected, except in the back of the home and in a location approved by the ACC.
- b. No more than one antenna or dish shall be allowed on the lot.
- c. Satellite dishes shall not exceed 39" in diameter.
- d. Satellite dishes shall preferably be installed on the rear of the home. The ACC will approve placement in a different location if the applicant can provide written proof that

reception will be impaired with the above guideline. No installation is allowed on the front of the home.

14. Propane Tanks

- a. City of Temple Terrace permit is required with written request.
- b. Tank size shall not exceed 120 gallons.
- c. Tank must be shielded by shrubby or an approved barrier so as not to be visible from the street or by adjacent neighbors.

15. Signs

- a. In no event shall a sign be affixed to the Terrace River entry sign or on the wall or fence of the common area. If placement of any sign damages Association property, the homeowner and/or responsible party will be assessed for damages. The Association reserves the right to remove and dispose of any sign placed on Association property.
- b. Only one real estate sign by the owner or agent advertising the property for sale or rent may be placed in the front yard only.
- c. Political signs may be posted 45 days prior to the election and must be removed within seven (7) days following the election. Homeowners may install only one sign per political office or ballot issue that is contested in the pending election. The maximum dimension of each political sign shall be 36" x 48"
- d. No other signs are permitted anywhere in the community to include but not limited to event—garage or yard sale, and advertising signs.
- e. Security signs are allowed and shall be as small as possible.

16. Flags and Flagpoles

- a. One temporary and portable flag pole staff, which does not exceed six (6) feet in length can be attached at an incline to the wall or pillar of the unit to display one (1) portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one (1) portable, removable official flag, in a respectful manner, not larger than four and a half (4 ½) feet by six (6) feet, which represents the United States Army, Navy, Air Force, Marine Corp, or Coast Guard, or POW-MIA flag.
- b. Other decorative and/or seasonal flags or windsocks may be displayed as long as they are hung in a respectable manner as determined expressly by the BOD.
- c. Flags displaying inappropriate or obscene material as determined by the BOD, are prohibited.
- d. A unit may erect a freestanding flagpole no more than twenty (20) feet high on any portion of the homeowner's real property, if the flagpole does not obstruct sightlines at intersections and is not erected within or upon an easement. The homeowner may further display in a respectful manner from that flagpole, on (1) official United States flag not larger than four and a half (4 ½) feet by six (6) feet, and may additionally display one (1) official flag of the State of Florida or the United States Army, Navy, Air Force, Marine Corp, or Coast Guard, or POW-MIA flag. Such additional flag must be equal in size to or small than the United States flag. The flagpole and display are subject to all building

codes, zoning, setbacks, and other applicable government regulations, including, but not limited to, noise and lighting ordinances in Hillsborough County, City of Temple Terrace and locational criteria contained in the governing documents.

- e. The flags and poles must be continuously maintained by the unit owner. No torn or stained flags may be displayed.

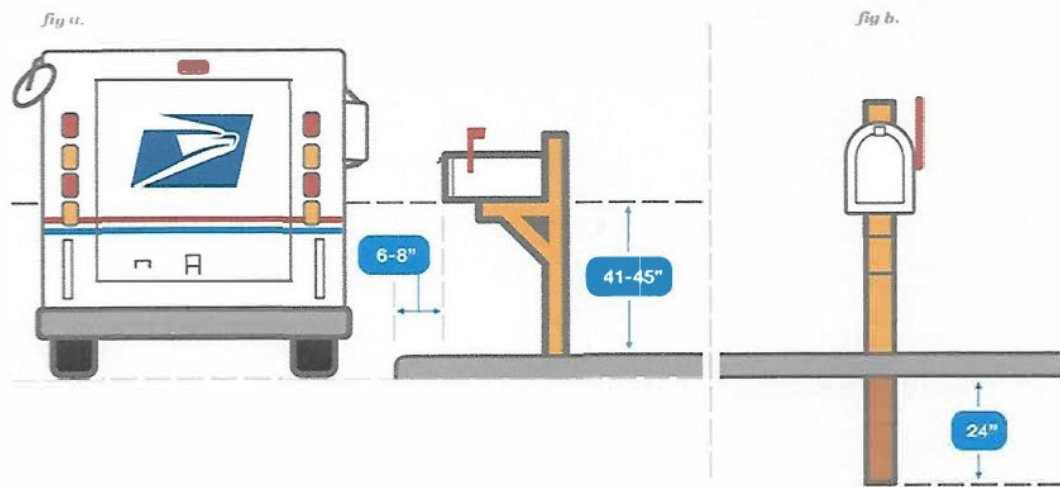
17. Hurricane Shutters

- a. Window film, roll down shutters, accordion shutters, and removable corrugated panels are permitted hurricane shutters.
- b. Removable shutters are preferred.
- c. Bahama style shutters are not permitted.
- d. All permanent connections to the home shall be painted to match that portion of the home to which they are attached.
- e. Colors for tracks and covers shall be submitted for review.
- f. Hurricane protection may be utilized only after the issuance of a hurricane watch or other severe weather warnings by the weather service.
- g. All hurricane protection shall be removed within two (2) days after the storm has passed unless the storm has been so severe to prevent the removal.
- h. Hurricane shutters shall not be used for security purposes.
- i. Hurricane shutters shall not be installed for the entire hurricane season.
- j. Properly installed plywood panels may also be used for temporary protection.
- k. Any damage to the exterior of a unit caused by the installation of panels must be immediately repaired by the unit owner.

18. Miscellaneous

- a. No parking of vehicles to including, but not limited to cars, trucks, boats, RVs, ATVs are allowed on lawns or any part of the landscape.
- b. Garbage cans and recycle bins are to be kept inside the garage or stored some place completely out of sight until the day of pick up or **AFTER** 4:00 pm the day prior to pick up.
- c. Holiday decorations may be erected up to 45 days before, and must be removed within 45 days after the holiday for which it was erected.
- d. Window air-conditioning units are prohibited.
- e. Dog houses and dog runs are prohibited.
- f. Water features and bird baths must be installed at the rear of the unit. No electrical wires or hoses may be visible. All fountains, bird baths, and water features shall be continuously maintained by the unit owner.

ATTACHMENT 1
Mailbox Specifications



ATTACHMENT 2

Approved Association Color Schemes

Approved Association exterior paint color palettes may be viewed at the Sherwin-Williams Paint Store located at 1825 E. Fowler Ave. Members may also view the book of colors palettes located with the Association President and Secretary/Treasurer. You may also review the approved colors online at:

<https://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa>

Once on that page select FL→Tampa→Terrace River.

For questions or concerns, please contact

Terrace River Master Association, Inc.

7493 Terrace River Dr, Temple Terrace, FL 33637

email: TRMABoard@gmail.com

website: terraceriver.com