



## ARCHITECTURAL/DESIGN STANDARDS AND REVIEW/APPROVAL PROCEDURES

Date Revised and Approved:  
December 17, 2022  
Addendum # 1, 8-20-24

Approval:

*Ronald K. Druener*

Ronald K. Druener

Chairperson, Design Review Board

Laird Bayou Property Owners Association, Inc.

*Glenn Cox*

Glenn Cox

President,

Laird Bayou Property Owners Association, Inc.

## Table of Contents

Introduction.....	3
Design Philosophy .....	4
Procedure .....	5
Property Owner Actions:.....	5
Design Review Board Actions: .....	7
Requests for Variance from Design Standards .....	9
Exhibit I, <i>Submission of Plans to DRB</i> .....	10
Checklist of Items to Be Submitted for Review.....	12
Exhibit II, <i>Architectural Design Standards</i> .....	14
Exhibit II-A, <i>Driveway/Drain Detail</i> .....	18
Exhibit III, <i>Lot and Landscape Design Standards</i> .....	20
Exhibit III-A, <i>Lot Grading Detail</i> .....	23
Exhibit III-B, <i>Minimum Finish Floor Elevations</i> .....	26
Exhibit III-C, <i>Septic Field Locations</i> .....	27
Exhibit IV, <i>Dock Design Standards</i> .....	28
Exhibit V, <i>Construction Regulations</i> .....	30
Exhibit VI, <i>Schedule of Violations</i> .....	32

## Introduction

The community of Laird Bayou was developed as a Member-owned planned community under Florida law governing non-profit homeowner's associations. As such, the highest-level internal governing legal document is the *Declaration of Covenants, Conditions, and Restrictions for Laird Bayou* (the Declaration). By purchasing property in Laird Bayou, every property owner, by acceptance of a deed or other conveyance of such interest, agrees to be bound by the provisions of the governing documents.

Article 9 of the Declaration (*Architectural Standards*) was written to preserve the natural setting and beauty of the Properties, to establish and preserve a harmonious and aesthetically pleasing design for the Properties, and to protect and maintain the value of the Properties.

The Declaration specifies certain flow-down documents including By-Laws, Design Standards, and Policies, and the establishment of certain committees to implement and oversee compliance with the governing documents.

One such committee is the Design Review Board (DRB), which is tasked with promulgating "*from time to time, written architectural standards, regulations, policies, procedures, and guidelines*", referred to as the "Design Standards". Design Standards govern the construction, location, landscaping, material, and design of structures and improvements, and the contents and methods for the submission of plans, specifications, and other information as may be required in order to evidence compliance with Article 9, and obtain approval to engage in construction or improvements to any property in Laird Bayou. This procedure, the *Architectural/Design Standards and Review/Approval Procedures*, implements these requirements and establishes the Architectural/Design Standards required by Article 9 of the Declaration.

The DRB is composed of volunteer property owners who are responsible for promulgating Design Standards in accordance with Declaration Article 9 and ensuring the timely review and approval of

- (1) physical site development,
- (2) all new construction,
- (3) additions to existing improvements, and
- (4) landscaping.

If needed, the DRB may enlist the assistance and advice of consulting architects, landscape architects, urban designers, engineers, inspectors, and/or attorneys to advise and assist the DRB in performing its authorized functions.

DRB review comments, approvals, and inspections are solely for the purpose of verification of compliance with the Laird Bayou Declaration and this procedural document.

## **Design Philosophy**

The following discussion presents broad considerations for overall design philosophy and criteria for consideration during the planning phase of your new home design. (Note that detailed construction standards are provided in the Exhibits to this document.)

The design philosophy of Laird Bayou states that man-made elements must be expressed in forms, color, and textures that blend with and compliment the natural setting.

The architectural character to be pursued at Laird Bayou, although not a specific historic style, should show qualities of a comfortable southern tradition in harmony with the natural and man-made environment. Among other considerations, the inclusion of porches and exterior living areas are important to this concept and should be considered.

While the low country/plantation style of home is strongly encouraged, the DRB will allow owners, architects, designers, and their contractor's flexibility in design. We welcome individual expression based on a tasteful collection of styles, materials, and colors; however, individual designs must blend with the natural environment, and complement the overall atmosphere of the community.

Individual designs for Laird Bayou are evaluated in terms of the architecture and design criteria discussed below.

### **A. Site Planning**

Architectural studies must consider the entire site. This includes topographic conditions, vegetation, drainage, views, easements, setbacks, access, prevailing wind and sun patterns, soils, and the location of nearby homes. Septic system and well location requirements must be considered. After careful analysis of these factors, appropriate judgments can be made concerning the configuration and placement of a structure within the site. Excessive fill, the removal of, or damage to significant vegetation, creation of drainage problems, blocked drainage ways, or impacts to the Stormwater Management System swales or drains, setback or easement violations, or conflicts with neighboring structures where one structure significantly blocks the views, breezes, or sunlight of another, all constitute reasons to reject a particular design based on the planning criteria.

### **B. Scale**

Scale refers to the relationship of a proposed structure to surrounding structures and relationship of proposed structures to lot size. The latter is normally evaluated in terms of lot coverage, building height and setbacks.

### **C. Massing**

Relationship of the various elements of proposed structures to one another including the treatment of roof shapes as related to overall design.



## Procedure

### *Property Owner Actions:*

**NOTE: No lot clearing, filling, grading, digging of well, or construction can commence until the Final Plans are approved in writing by the DRB.**

- A. Lot owners should review and understand the Architecture/Design Standard requirements contained in this procedure and all Exhibits. The DRB is available to answer any questions or assist with interpretations. This procedure is based on requirements contained in the Declaration, Article 9: *Architectural Standards (Available on the Laird Bayou Website)*.
- B. In accordance with Exhibit **II**, *Submission Procedure of Plans to DRB*, the owner will:
  - 1. Submit a Concept Plan (Optional but strongly recommended.)
  - 2. Submit Final Plans in the form specified in the Checklist provided in Exhibit I, *Submission of Plans to the DRB*. The plans will be submitted in digital format (Email) and one copy in ¼ inch = 1 foot contractor's format. The larger set of plans will help expedite the review process
  - 3. Submit Road Maintenance and Review Fee, and Damage and Compliance Deposit.
  - 4. Receive written DRB approval of Finals Plans. (This will be your *Laird Bayou Building Permit*.)
  - 5. Obtain required local Municipal Permit(s). Municipal permits may be obtained by your contractor.
  - 6. Display both permits on the lot.
- C. Any new construction including pools, room additions, docks, or changes added to the approved Final Plans must be approved in writing by the DRB before construction begins.
- D. The DRB shall endeavor to provide the Owner with written responses to the Final Plans submittal within 30 days after submission of plans (and required fees and deposit). These written responses may require additional discussion between the DRB and Owner, submission by the Owner of additional information, or, in the case of disapproval, submittal of revised Final Plans. Approval of Final Plans will be granted by the DRB after all review issues are resolved and documented in written responses or revised drawings.
- E. **Lot clearing/filling/grading, utilities, well installation, and construction may begin after DRB approval of Final Plans**, and must be "Substantially Commenced" within sixty (60) days, and completed within twelve (12) months after Substantial Commencement. ("Lot clearing" does not include bush-hogging.)

"Substantially Commenced" shall mean any clearing, grading, pouring of footing, or any other type of affirmative action to commence with the construction of a Residential Unit.

Note the goal of this requirement is to limit the time the community is exposed to unsightly or incomplete lot preparation, construction conditions, construction equipment and materials, noise, and non-resident construction traffic.
- F. If construction has not Substantially Commenced within sixty (60) days of approval of Final Plans, or, if approved Final Plans are materially altered or changed after approval, then, DRB approval is canceled, and a written request for reapproval must be obtained from the DRB. Extensions may be

requested. These requests will be considered based on substantiated, quantifiable and unavoidable circumstances.

- G. Once Substantially Commenced, the construction of a Residential Unit, as approved in the Final Plans, shall be diligently continued and shall be completed within twelve (12) months from the date of commencement. If unavoidable delays are experienced, owners shall notify the DRB and request an extension.
- H. Perform and complete all construction activities in accordance with Exhibit V, *Construction Regulations*. Construction shall not deviate from approved Final Plans without prior written approval by the DRB. (This does not apply to interior changes that would not affect the square footages, foundation plan, or elevation plan.)
- I. Prior to pouring concrete to construct a driveway drain culvert, the owner must obtain written approval of the Stormwater Management System Committee or the DRB.

The Owner, his contractor, and, or surveyor shall place marker stakes indicating the location and depth of the culvert in respect to the concrete roadway ribbon. The Owner may request the advice of Stormwater Committee or the DRB in the setting of these stakes. After the culvert concrete forms are in place and prior to the pour of any concrete, the Owner shall request an inspection by any two members of the Stormwater Committee or the DRB. The Owner will provide verification that the finished concrete depth of the culvert complies with the required elevations of the roadway drainage swale.

- J. Submit a Landscape Plan within 30 days of completion of construction.
- K. Complete all secondary planting (i.e., shrubs, trees, gardens, etc.) within 60 days after completion of construction. Seasonal planting requirements may delay completion.
- L. Complete all sodded lawns, in-ground irrigation systems and secondary plantings (when possible) prior to requesting Final Inspection by the DRB.
- M. Upon completion of construction and landscaping, request Final Inspection by the DRB to initiate refund of the Damage and Compliance Deposit. (Less funds used to clean up construction site.)
- N. Residential Units may not be occupied until the exteriors thereof and the landscaping (to include sod and sprinkler systems) of the lot have been completed and a certificate of occupancy has been issued by the local jurisdiction.

### ***Design Review Board Actions:***

All decisions of the Design Review Board shall consider and be founded upon Article 9, *Architectural Standards* of the Declaration and as further detailed in these Design Standards. Consideration must include the nature, kind, shape, color, size, material, and location of any construction, improvements, buildings, structures, or development, in relation to surrounding homes, topography and elevation of planned construction.

Per Article 9 of the Declaration: *“Any disapproval by the Design Review Board may be based upon any ground whatsoever so long as such disapproval is consistent with the objectives and purposes of this Declaration,... provided that such disapproval is not arbitrary or capricious.”*

During New Construction the DRB will:

- A. If a Concept Plan is provided, review and provide comment to lot owner within 30 days.
- B. Upon receipt of Final Plans, required fee, and deposit, review and provide the lot owner written confirmation of the DRB’s approval or denial within 30 days. If denied for any reason, the property owner will be informed of the reason(s) and given suggestions to make any required changes.
- C. If the owner does not respond within 60 days of denial notification, the application is deemed canceled, and the Damage and Compliance Deposit and any unused portion of the Road Maintenance and Review Fee shall be refunded.
- D. If the property owner withdraws their building request at any time prior to approval of the Final Plans, the Damage and Compliance Deposit and any unused portion of the Road Maintenance and Review Fee shall be refunded. If the owner withdraws their building request following approval of Final Plans, but prior to any clearing or grading (Construction Substantially Commenced), the Damage and Compliance Deposit shall be refunded.
- E. The Road Maintenance and Review Fee is non-refundable once Final Plans have been approved by the DRB.
- F. Any part of the Road Maintenance and Review Fee that is not used in the review process shall be deposited in the community road reserve fund to defray road repair costs of heavy construction truck traffic.
- G. DRB approvals or denials of Final Plans shall require a majority vote of the DRB and be documented.
- H. DRB approvals or denials of Requests for Variances shall require a majority vote of the DRB and be documented.
- I. The DRB shall notify the Board of Directors of all approvals of Final Plans, and notify the Board of Directors of any plans to grant a Variance prior to granting. The Board of Directors does not need to approve Variances, but has the option to object, and send back for further review.
- J. The DRB will retain one (1) copy of all Final Plans, (whether approved or denied), any requests for variances, and replies to such request.
- K. Upon request by lot Owner, perform inspection of driveway drain concrete forms within 3 workdays. Inspection should be performed by one member of the DRB and one member of the Stormwater Committee.

- L. Review and approve or comment on owner's Landscape Plan within 30 days of receipt.
- M. Upon request by lot Owner, perform final inspection and refund any unused Damage and Compliance Deposit within 30 days of satisfactory inspection.

The DRB will apply a similar process to that above for requests for major renovations or additional structures or improvements.

The DRB may revise these Architectural/Design Standards at any time to address lessons learned, improved best practices, or as needed to ensure continuing compliance with the Covenants, local codes, or State Statutes. Proposed changes to Design Standards require approval by the Board of Directors.

## ***Requests for Variance from Design Standards***

In accordance with the Declaration, Section 9.10 *Variance of the Declaration*:

*The Design Review Board may authorize variances from compliance with any of its guidelines and procedures when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental considerations require, but only in accordance with duly adopted rules and regulations. Such variances may only be granted, however, when unique circumstances dictate, and no variance shall*

*(a) be effective unless in writing;*

*(b) be contrary to this Declaration; or*

*(c) prevent the Design Review Board from denying a variance in other circumstances.*

*For purposes of this Section, the inability to obtain approval of any governmental agency, the issuance of any permit, or the terms of any financing shall not be considered a hardship warranting a variance.*

Requests for a variance must be provided in writing to the DRB and include specific references to which Design Standard(s) would be non-compliant, and a detailed justification for the need for such variance.

The DRB may grant a variance if, in the DRB's sole discretion, the resulting design and appearance of such Residential Unit will preserve and conform to the overall appearance, scheme, design, value, and quality within the Properties, and will not conflict with the character of nearby homes.

Denial by the Design Review Board may be based upon any ground whatsoever so long as such disapproval is consistent with the objectives and purposes of the Declaration, and provided such disapproval is not arbitrary or capricious.

Each request for variance will be considered on a case-by-case basis and granted or denied based on the totality of unique circumstances. Cost savings for a non-compliant design is not justification for a variance.

Any past variance, or previous builds that are non-compliant with current Design Standards are not justification for approval of future variance requests. Any past approval of proposals, plans, or any other matter requiring approval, shall not be deemed to constitute a waiver of the right to withhold approval as to any similar proposals, plans, or other matters subsequently or additionally submitted for approval.

## **Exhibit I, *Submission of Plans to DRB***

### **Step 1. Concept Plan**

The submission of a conceptual or preliminary plan is not required but is recommended by the DRB. This conceptual plan will allow the DRB to review the size, character, and site position of the proposed project. Information and/or concerns provided to you by the DRB could save you the cost of revising your Final Plan. You should provide a boundary survey with a dimensional dwelling footprint, a floor plan, front elevation, a statement of heated and air-conditioned living area square footage, and total under roof square footage including garage, porches, decks, and patios (but not outbuildings), location of septic drain field, well, driveway and dock. The DRB will provide you with a response within 30 days. This step requires no fee.

### **Step 2. Final Plans and Fee**

Final Plans will be submitted directly to the DRB Chair or through our management company. Electronic submission and at least one hard copy of the plans ( $\frac{1}{4}$  inch = 1 foot scale) is the preferred method. If electronic copies are not available, three (3) hard copies shall be provided.

A \$600 Road Maintenance and Review Fee, and a \$1,000 Damage and Compliance Deposit are required at time of Final Plans submission. Check should be made out to the Laird Bayou Property owners Association, Inc..

The Road Maintenance and Review Fee is non-refundable once Final Plans have been approved by the DRB. The Damage and Compliance Deposit is fully refundable if all conditions of Step 3 below are met following completion of construction as verified by final inspection.

Upon receipt of Final Plans and the required fee and deposit, the DRB will, within 30 days, review the plans and provide the owner written confirmation of the board's decision. Delays to obtain clarification of specific portions of the plan will add to the 30-day review period. If denied for any reason, the property Owner will be informed of the reason and will be given suggestions to make any required changes. If denied, the owner must respond to the DRB with their intentions within 60 days. If the owner withdraws their building request at any time during the approval process, the Damage and Compliance Deposit, and any unused portion of the Road Maintenance and Review Fee shall be refunded.

### **Step 3. Damage and Compliance Deposit Agreement**

By submitting this deposit, the applicant agrees that the deposit will be used to ensure that:

1. No changes to exterior of home from approved Final Plans have been made.
2. Any construction damage to streets, swales, curbs, or adjacent lots has been repaired.
3. Building site has been always kept clean during the construction.
4. Adjacent lots have been cleaned of general and sub-contractors' building debris.
5. Landscaping has been installed according to the approved Landscape Plan. (Within seasonal planting considerations.)
6. There are no unpaid fines resulting from construction practice violations.
7. Approved construction was completed within 12-months or any extension period approved by the DRB.

#### **Step 4. Laird Bayou DRB Building Permit**

The DRB Final Plans Approval Letter is the Laird Bayou Building Permit. This permit is valid for 12 months. All approved construction must be completed within that 12-month period.

Failure to complete construction in 12 months will result in forfeiture of the compliance deposit. Extensions may be requested prior to the end of the 12-month building deadline.

#### **Step 5. Municipal Permit**

After receiving the Laird Bayou Building Permit, the Owner, or his agent, applies for a building permit from the appropriate Bay County FL. building authority. Both permits are required and must be posted on the lot before construction may start.

#### **Step 6. Final Inspection & Deposit Reconciliation**

Upon completion of construction, applicant requests an inspection by the DRB. If the construction is completed according to the approved Final Plans (or any approved modifications) and has complied with the terms of the Damage and Compliance Deposit agreement, the \$1,000.00 deposit will be refunded. In the event of damage or a needed clean up, the deposit will be used for repairs or clean up, and fine assessments if the owner does not first remedy the problem.

### ***Checklist of Items to Be Submitted for Review***

For DRB review, a complete set of plans (preferably in digital format), containing the following must be provided:

1. **Complete Site Plan** will be labeled and marked as **Page “1”** and shall include:
  - A. Lot number
  - B. Utilities, including Septic System layout and well location
  - C. Easements
  - D. Setbacks
  - E. Location of the structure(s) – Dimensioned
  - F. Finish floor elevations of the structure(s)
  - G. Slope arrows indicating direction and sufficient slope for proper drainage.
  - H. Clearing: Identify and locate all trees and plants to be saved
  - I. Outline and dimensions of driveways, walkways, and parking areas, identifying materials for each.
  - J. Label and show fencing and screening, describing type, materials of construction, and dimensions.
2. **1/4” scale Foundation Plan** (dimensioned and noted). Labeled and marked **Page “2”**. (1/4-inch equals one foot).
3. **1/4” scale Floor Plan** (dimensioned and noted). Labeled & marked **Page “3”**.
4. **1/4” scale Exterior Elevations** (dimensioned and noted). Labeled & marked **Page “4”**.
5. **Wall Section** showing typical construction materials. Labeled and marked **Page “5”**.
6. **Contractor's Certificate of Insurance** labeled & marked **Page “6”**.
7. **Sample Board** presenting colors, textures, and examples of proposed material, if requested by the DRB.
8. **Road Maintenance and Review Fees** payable to Laird Bayou Property Owners Association, Inc..  
Review fees are subject to change. Current fee schedule is:

a. New Construction	\$600.00
b. Addition/Remodel (Exterior)	\$200.00
c. Changes to plan after plan approval	\$200.00 (subject to review cost)
9. **Damage and Compliance Deposit** of \$1,000.00 made payable to Laird Bayou Property Owners Association, Inc..
10. **Landscape Plan** submitted within 30 days before completion of construction. The use of a professional landscape company/architect is encouraged, as is the use of native and non-invasive species. The basic principles of landscape design should be considered when designing the plan. These include color, form, line, scale & texture.

Submit a 1” = 8’ or 10’ ( one inch to eight or ten foot) scale landscape plan (dimensioned and noted):

- a. sodded areas and lawn
- b. plant selection and placement



- c. Minimum secondary foundation plantings along the concrete base at the entryway, corners, and spaces between should include sufficient quantity and height to disguise concrete underpinnings of the house.
- d. Installed irrigation system must be indicated as a comment on the landscape plan.
- e. Indicate natural areas to be retained.

## **Exhibit II, *Architectural Design Standards***

The following design characteristics are required of every property developed built in Laird Bayou. Adherence to these design standards will protect and promote the value of the properties and maintain the community's theme of quality, aesthetically pleasing homes, tastefully landscaped and nestled in the rich natural environment.

### **A. Minimum Square Footage (Heated and Air-Conditioned Space)**

1. Minimum 1,800 square feet of heated and air-conditioned living space not including the garage for all lots purchased **before 1 January, 2023**.
2. Minimum of 2400 square feet of heated and air-conditioned living space not including the garage for all lots purchased **after 1 January, 2023**.
3. Garage shall contain a minimum of 400 square feet and shall open on the side or rear.
4. Minimum first level of heated and air-conditioned space shall be 1,300 square feet for a multistory residence not including the garage. (Addendum #1)

Note: In accordance with Article 9 of the Declaration, the DRB may, at the DRB's sole discretion, grant a variance for minimum square footage if the resulting design will preserve and conform to the overall appearance, scheme, design, value, and quality within the Properties.

### **B. Garages**

In accordance with the Declaration, 9.8 *Land Use and Building Type (b)*, garages shall meet the following criteria:

1. Garages must provide parking for at least two (2) automobiles. (Three-car garages are encouraged.)
2. Garage doors must be coordinated in design and color with the Residential Unit.
3. Front entry garages are not permitted.
4. A detached garage may be approved as an Accessory Structure. Accessory Structures shall be located behind the dwelling. Detached garages must be side or rear facing.
5. The garage shall be constructed at the same time as the Residential Unit. Occupancy of the Residential Unit shall not be authorized until the garage is complete.

### **C. Residence Sighting and Setbacks**

Generally, homes should be front facing, positioned near the center of the lot, and positioned halfway to two-thirds deep from the street. Consideration should also be given to the positioning of nearby preexisting homes, if any, and their views should not be obstructed. It is recognized this general rule may be impractical on some lots due to the size or shape of the lot. In such cases, the general sighting rule becomes a guideline, merely to help in sighting considerations.

All construction setbacks must conform to the land use requirements of Laird Bayou which are:

1. Front Yard: 20 feet
2. Side Yard: 7.5 feet
3. Rear Yard: 7.5 feet
4. Wetlands and watersides: 30 feet (Buffer Zone).
5. Side yard on a Stormwater Drainage Swale: 10 feet

Setbacks pertain to buildings, porches, patios, outbuildings and decks. Side and Front Yard Setback does not apply to driveways, sidewalks, or walkways.

Setbacks are measured from the property line to the slab. Note the front yard property line begins 18 feet from the curb (as this area is Community property).

Corner lots are to consider both street frontages as Front Yard setbacks.

Note that requests for variances to accommodate front, side, or rear (but not Buffer Zone) setback encroachment, if necessary due to the size and shape of the property, will be reasonably considered by the DRB..

#### **D. Front Facing**

For homes built on corner lots at the intersection of two streets, the front of the home should be considered that facing the street associated with the street address as listed in tax records.

#### **E. Building Height**

All houses shall be limited to 35 feet in height. Height is the distance from the finish floor elevation of the ground floor (either garage, parking deck, storage or living space) to the top of the roof ridge.

#### **F. Ceiling Heights**

1. First floor ceilings for habitable living space must be a minimum of nine (9) feet.
2. Garage ceiling height must be no less than eight (8) feet.

#### **G. Roofs**

1. Pitches of 7/12 or greater are encouraged. "Low Country" designs may have porch roofs slopes of 3/12. Flat roofs are forbidden except as connectors (covered walkways between structures).
2. Acceptable Materials:
  - a. Architectural grade fiberglass shingles
  - b. Wood -Ruf (Masonite simulated shakes)
  - c. Standing seam metal
  - d. Cedar shingles or shakes
  - e. Simulated slate (Supre-Dur, etc.)
  - f. Flat tile (certain concrete or clay tiles in neutral colors may be acceptable)
  - g. Galvanized or aluminum sheet metal shall be painted.

#### **H. Exterior Wall Surfaces**

1. Acceptable Materials:
  - a. Stucco
  - b. Brick
  - c. Wood Siding or Shingles
  - d. Hardi-board/Hardi-plank or similar product
  - e. Stone

2. Unacceptable Materials:
  - a. Exposed concrete masonry units
  - b. Plywood siding (except where applied with battens or other variations)
3. Colors:

All exterior colors shall be subdued, earth-tone colors. Accents of bright colors will be permitted.

#### **I. Windows/Doors**

1. Wood, pre-finished metal, vinyl, vinyl clad, fiberglass, or industry accepted composite materials.
2. Unfinished or mill finish metal is not allowed.

#### **J. Driveway Construction**

1. Driveways shall be hard/solid surface. Asphalt is not acceptable.
2. When possible, driveways interior to lots shall be curvilinear in design.
3. Driveway profiles and geometry within the right of way shall be in accordance with the detail contained in Exhibit II-A, *Driveway/Drain Detail*. All criteria are vital, but please note the “finished level” of the driveway drain shall be twelve (12) inches below the road curb ribbon and sloped to drain in direction of flow within the stormwater swale system, unless otherwise directed by the DRB.

For lots on circular cul-de-sacs, the ENDS of the driveway drain shall each be nine (9) feet from the curb ribbon. (This will make the drain perpendicular to a line drawn from the center of the cul-de-sac.)

4. Acceptable Driveway/Walkway/Terrace Materials:
  - a. Brick or concrete Pavers
  - b. Tile
  - c. Stone (not gravel)
  - d. Colored Concrete or Aggregate Finish
  - e. Brushed concrete with finished band at edges and control points / expansion joints.
5. In the event the community roadway or concrete curbs are chipped, cracked, and/or broken as a result of driveway installation, such damage shall be repaired or replaced at the owner’s expense prior to occupancy of the Residential Unit.

#### **K. Fencing, Walls, Screens, and Hedges**

1. All fencing, walls, screens, or hedges must be approved by the DRB.
2. No walls or fences shall be erected nearer to the street front than the front building line.
3. No fence or wall may be installed which will impede the natural flow of water across the Lot.
4. Privacy fencing or a visual barrier is required for refuse and mechanical equipment if it is viewable from the front of the home.
5. Architectural features of screens and fences must be maintained.
6. Property line fence maximum allowed height is 5 feet.

7. Acceptable Primary Materials

- a. Wood
- b. Clay Brick
- c. Decorative concrete units
- d. Wrought Iron
- e. PVC Fencing

8. Unacceptable Primary Materials

- a. Sheet Metal
- b. Chain Link\*
- c. Wire Mesh\*

\*Black or green chain link or wire mesh may be used in conjunction with acceptable primary materials as a secondary a pet barrier.

9. All permitted fencing and screens shall be maintained consistent with the maintenance of the home.

**L. Outbuildings & Recreational Features**

- 1. Cabanas, gazebos, arbors, etc., if approved, must be designed to blend with the buildings and general site design. See Architectural Design Standards, Exhibit II.
- 2. Swings, slides, and play equipment must blend with the background and must be screened from view from the road as much as possible.

**M. House Numbers**

Shall be a minimum of 4” high, visible from the street curb and in a contrasting color from the background.

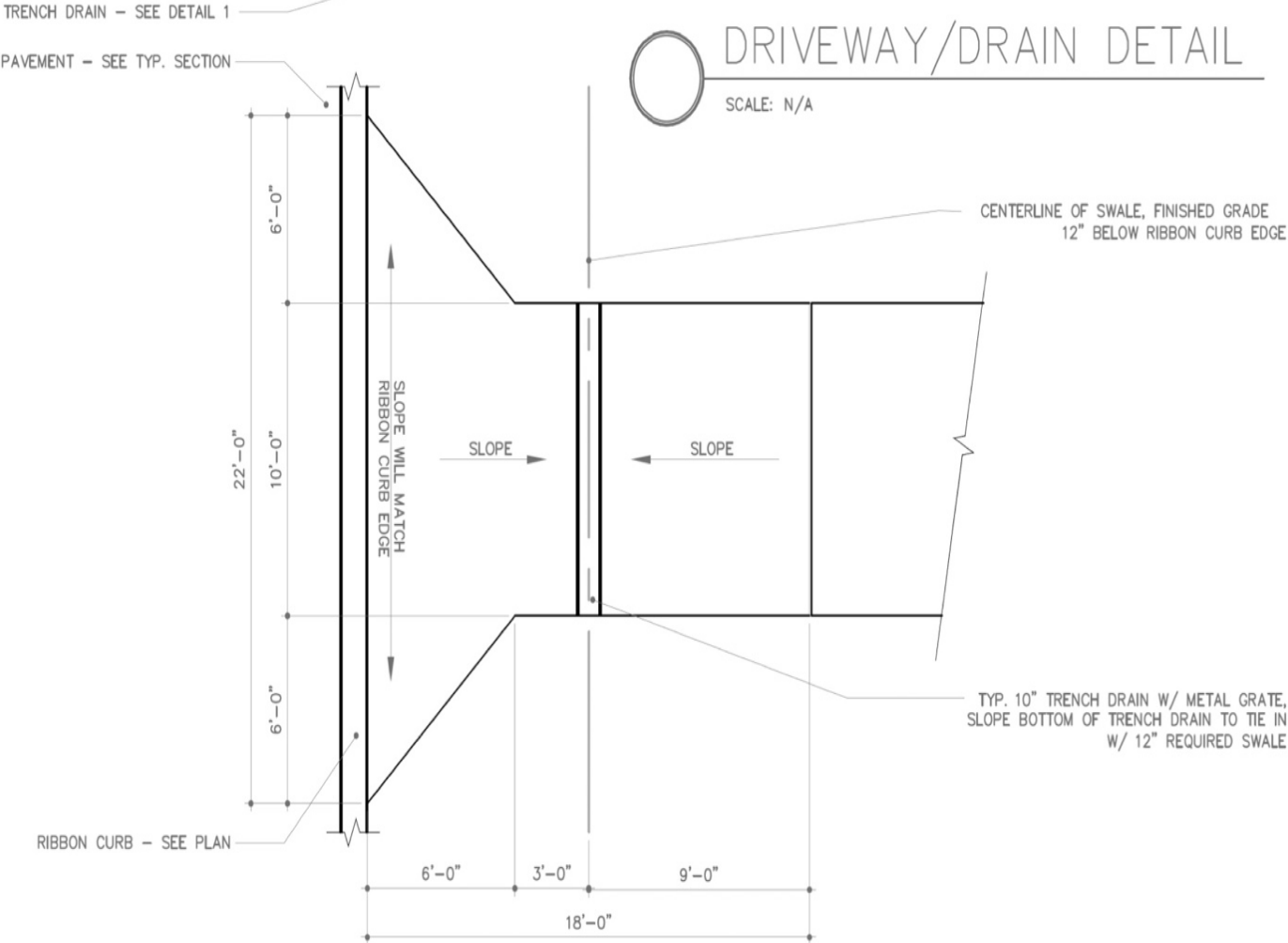
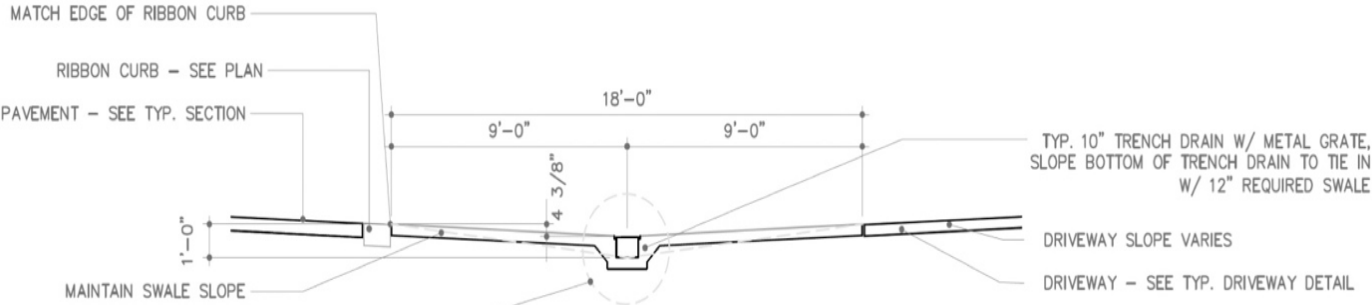
**N. Air Conditioning Equipment**

No window or wall type air conditioners shall be permitted, erected, placed, or maintained on or in any Residential Unit, building, improvement, or structure within the Properties.

**O. Solar Panels and Satellite Dishes**

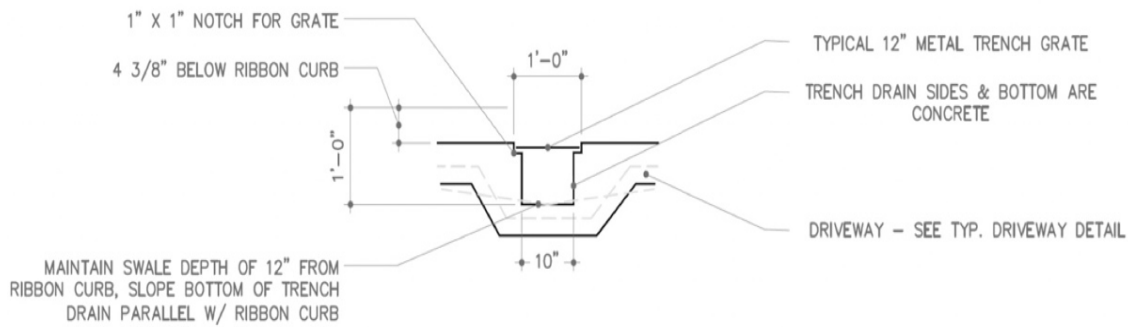
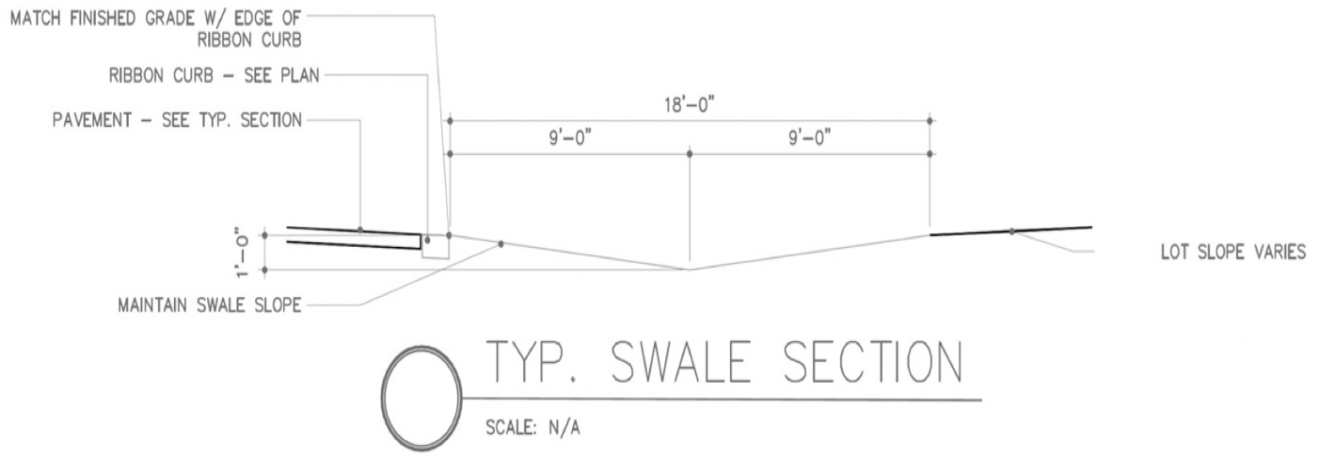
Solar Panels and Satellite Dishes should not be readily observable from the street and installed in accordance with local codes and state statutes. .

# **Exhibit II-A, Driveway/Drain Detail** **1 of 2**



## Driveway/Drain Detail

2 of 2



## 1 TRENCH DRAIN DETAIL

SCALE: N/A

### TRENCH DRAIN/SWALE NOTES:

- 1) ALL LOTS MUST MAINTAIN 12" DEEP SWALE ACROSS THE FRONT OF LOT ADJACENT TO ROADWAY.
- 2) FINISHED GRADE INCLUDES ACCOMMODATION FOR SOD
- 3) TRENCH DRAIN CAN BE CAST IN PLACE OR PRECAST

## **Exhibit III, *Lot and Landscape Design Standards***

### **GENERAL**

All work will be performed in accordance with the National Pollutant Discharge Elimination System (NPDES) and permitted as required by the FL NPDES Stormwater Program. Information on this program may be found at <https://floridadep.gov/water/stormwater/content/construction-activity-cgp>.

#### **A. Approved Site Clearing**

An approved Complete Site Plan delineating the extent of clearing must be approved prior to any removal or cutting of existing vegetation or indigenous trees (slash pines are not indigenous). Site Plan may simply identify trees that are to be retained on the lot. Bushhogging is not considered site clearing.

#### **B. Tree Removal**

Trees that are not identified as remaining on the lot should be removed.

Other than as needed to clear the area for the driveway and structures building site, no trees greater than six (6) inches in diameter at a point two (2) feet above the ground should be removed without DRB approval. However, any trees that are dead or diseased may be removed to promote safety and/or the growth of other trees.

#### **C. Grading & Drainage**

1. Perform lot grading in accordance with Exhibit III-A, *Lot Grading Detail*. Grading may be influenced by the location of the home foundation and finished floor elevations.

Note:

Lots 67, 68, 69, & 133 shall be graded using lot grading Types “A” or “B”, such that the front 100 feet slope toward the right of way. These lots shall not use lot grading type “C”.

Lots 78 & 79 shall be graded using lot grading Types “A” or “B”, such that the front 200 feet slope toward the right of way. These lots shall not use lot grading type “C”.

2. The minimum finished floor elevation for habitable areas shall be in accordance with Local Codes and Regulations at the time of Plan submission. These requirements vary with the flood zone of the lot and change from time to time. Exhibit III-B, *Historical Minimum Finished Floor Elevations* is provided as reference only, to show the historical requirements at the time the community was approved for development.
3. Do not disturb stormwater drainage swales.

If disturbed during construction, re-grade in accordance with Laird Bayou Policy # 17 *Stormwater Management System Policy* and stabilize with sod. In general, the swales were designed to be 18 feet wide, with their centerlines being 9 feet from the outside edge of the road ribbon and 12 inches lower than the curb ribbon measured from the top of the sod.

#### **D. Septic Systems**

1. All Septic systems shall be located in accordance with the requirements of the regulatory entity and the OSTDS Plan by Buchanan & Harper, Inc. (Copies available on the LB website and from the DRB). Failure to follow the OSTDS plan may result in a conflict with the placement of the well and septic system on adjacent lots and necessitate the relocation of your septic system.



See Exhibit III-C, *Septic Field Locations* as a reference. A larger version of this document can be found on the LB website.

2. Septic system placement shown on the OSTDS plan may require filling sloped across the lot line until construction of the system on the adjacent lot is completed. You are responsible for maintaining the sod on your septic system if the slope temporarily crosses the property line. Your septic system slopped side cannot encroach into a stormwater drainage swale.

#### **E. Wells**

1. Wells shall be located in accordance with the requirements of the regulatory entity and the Onsite Sewage Treatment and Disposal System (OSTDS) Plan by Buchanan & Harper, Inc.
2. Wells shall be a submersible pump type system. Surge tank and appurtenances should be located within the residence or approved accessory structure. Dedicated enclosures will blend with the natural environment. All piping from the well head will be located below grade.

#### **F. Landscaping**

1. A Landscape Plan shall be furnished in accordance with Exhibit I, *Submission of Plans to DRB* within 30 days prior to the completion of construction.
2. Proposed lawn areas should be graded then sodded and/or seeded as soon as practicable during the final phase of home construction. All areas readily visible from the street shall be sodded except for planting beds in scale with the front lawn which are to be mulched and maintained free of weeds. The septic drain field must be sodded as mandated by the Bay County Health Department. Other areas may be sprigged, seeded, hydro seeded, or mulched.
3. Uncultivated/sodded/seeded areas may be left in a natural state; however, all tree stumps will be removed or ground to ground level. These areas must be maintained, free of weeds and brush, and mulched.
4. All areas designated on a recorded plot as wetlands, marsh, or buffer zones shall be in accordance with any restrictions or covenants recorded against such property and be approved by all appropriate regulatory bodies.
5. Secondary planting, i.e., shrubs, trees, gardens, etc. should be put in place within 60 days after completion of construction. Items sensitive to seasonal planting may be delayed.
6. All sodded lawns and primary plantings shall be completed before final DRB inspection.

#### **7. Line-of-Sight at Intersections**

Corner lots shall be landscaped to permit safe sight across such areas. No fence, wall, hedge, or shrub shall be placed or permitted to remain where it would cause a line-of-sight problem for traffic.

#### **G. Irrigation**

1. In-ground irrigation systems are required for each lot and shall cover all landscaped vegetated areas within the lot including the area from the property line to the edge of the road. A programmable system is required for areas visible from the street.
2. The irrigation system shall be designed to provide adequate precipitation of all areas.
3. Sprinkler heads should be of the rotary or pop-up kind in cultivated areas. Permanently exposed heads will not be allowed in locations visible from the roadway.
4. Filter all staining and odor causing materials from irrigation water that will settle on building walls and fences.

## **H. Exterior Lighting**

1. Directional lights are acceptable
2. Direct light sources shall not be directed toward adjacent properties. Dusk to Dawn high intensity lighting is not allowed.

## **I. Environmental Resource Maintenance**

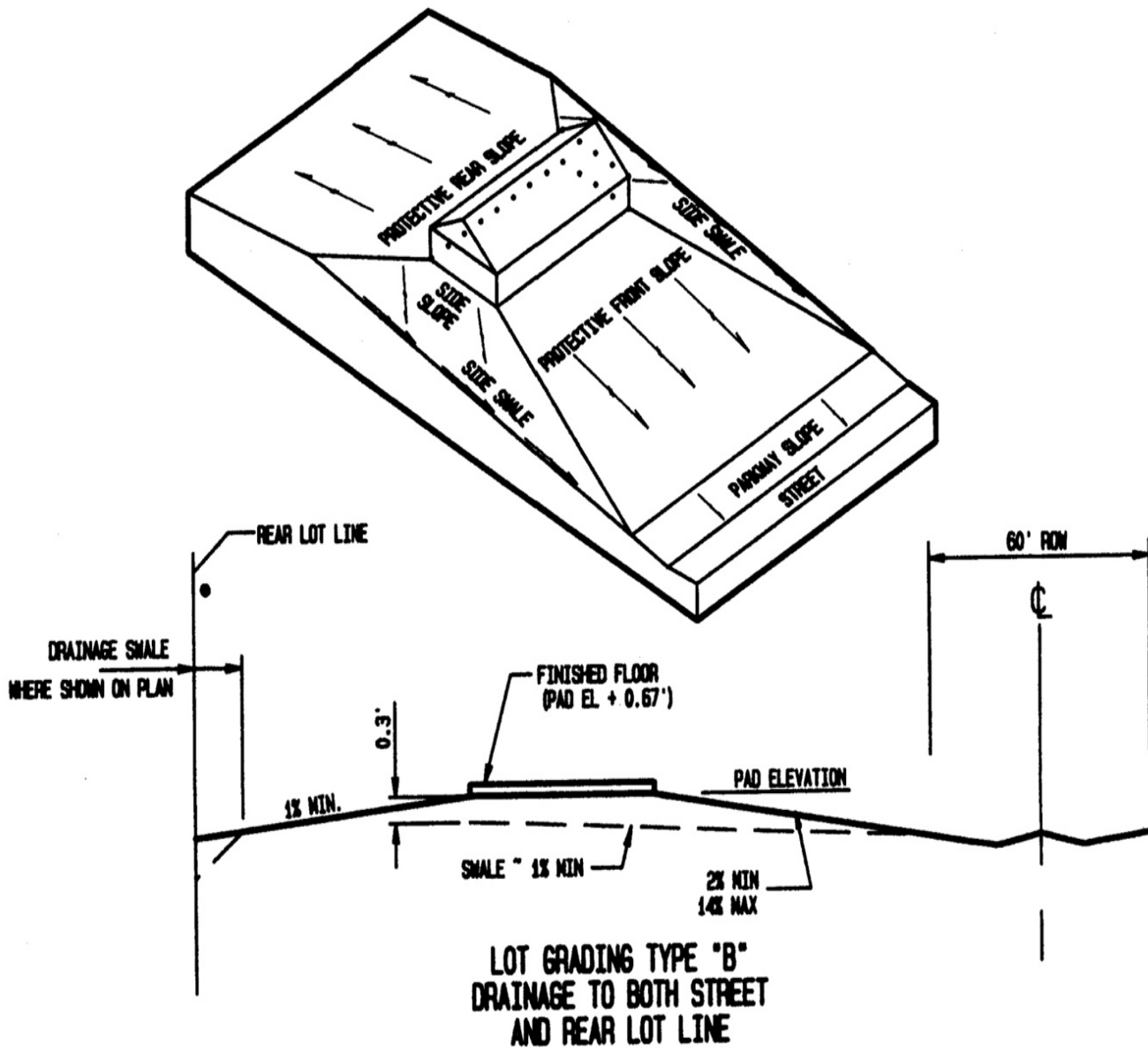
1. Laird Bayou Property Owners Association, Inc. may be required to perform enhancement and/or periodic maintenance on the wetland resources contained within conservation easements within the subdivision. Rite of passage across lots will not be denied. Cost of repair of lot damage will be borne by the Association.
2. The Association reserves the right to perform any lot owner-requested work within the area as part of this maintenance. Costs associated with owner-requested work will be borne by the lot owner.

1 of 3  
Type "A" Grading



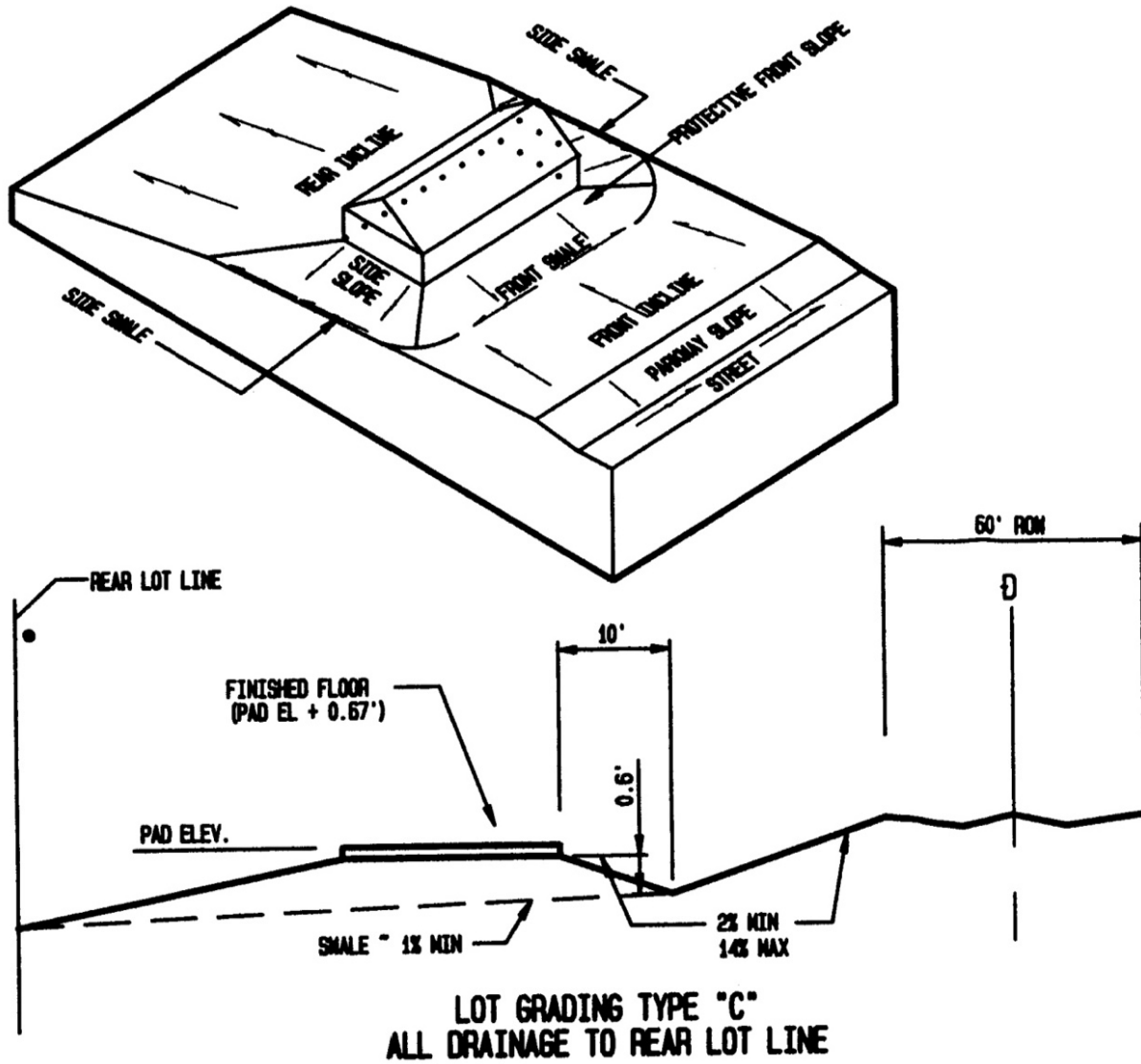
## Lot Grading Detail

2 of 3  
Type "B" Grading



## Lot Grading Detail

3 of 3  
Type "C" Grading



# Exhibit III-B, *Historical Minimum Finish Floor Elevations*

(Reference Only)

LOT	AREA (ACRES)	MIN FLOOR ELEVATION * (FEET NGVD)	LOT	AREA (ACRES)	MIN FLOOR ELEVATION * (FEET NGVD)
1	0.85	13.0	74	0.75	8.0
2	0.94	12.5	75	0.79	8.0
3	1.07	11.5	76	0.98	8.0
4	1.36	11.0	77	1.06	8.0
5	1.29	8.5	78	1.24	8.0
6	0.71	9.0	79	1.33	8.0
7	0.50	8.5	80	1.26	8.0
8	0.53	7.5	81	0.84	8.0
9	0.48	7.0	82	0.75	8.5
10	0.71	7.0	83	0.75	7.5
11	0.72	7.0	84	0.75	7.5
12	0.59	7.0	85	0.89	7.0
13	0.54	7.5	86	0.90	7.0
14	0.58	8.0	87	0.85	6.5
15	0.75	9.0	88	0.67	6.0
16	1.61	8.5	89	0.50	6.0
17	0.82	8.5	90	0.60	6.0
18	0.75	8.5	91	0.75	6.0
19	0.80	8.5	92	0.69	6.0
20	0.86	8.0	93	0.50	6.0
21	0.99	8.0	93	0.50	6.0
22	0.67	7.5	94	0.59	6.0
23	0.50	7.5	95	0.50	6.0
24	0.53	7.5	96	1.73	6.0
25	0.63	7.0	97	0.58	6.0
26	0.75	7.0	98	0.65	6.0
27	0.59	7.0	99	0.60	6.0
28	0.65	7.0	100	0.61	6.0
29	0.86	9.0	101	0.61	6.5
30	0.78	8.0	102	0.62	6.5
31	0.78	8.0	103	0.60	6.5
32	0.76	8.0	104	0.58	6.0
33	0.81	8.0	105	0.53	6.0
34	0.83	8.5	106	0.50	6.0
35	0.79	8.5	107	0.70	6.0
36	0.75	8.5	108	0.63	6.0
37	0.75	8.5	109	0.60	6.0
38	0.75	8.5	110	0.50	6.0
39	0.75	8.5	111	0.54	6.0
40	0.75	8.5	112	0.55	6.0
41	0.75	8.5	113	0.50	6.5
42	0.75	8.5	114	0.50	6.5
43	0.87	8.5	115	0.50	6.5
44	0.89	8.0	116	0.73	7.0
45	0.75	7.5	117	0.64	7.5
46	0.50	7.5	118	0.65	8.0
47	0.50	7.5	119	0.91	7.5
48	0.85	7.5	120	0.54	6.0
49	0.87	7.5	121	0.50	6.0
50	0.53	7.5	122	0.50	6.0
51	0.50	7.5	123	0.50	6.0
52	0.53	7.5	124	0.50	6.0
53	0.57	7.0	125	0.54	6.0
54	0.50	6.5	126	1.04	6.0
55	0.50	6.5	127	1.41	6.0
56	0.50	6.5	128	0.50	6.0
57	0.51	6.5	129	0.50	6.0
58	0.55	6.5	130	0.50	6.0
59	0.57	6.5	131	0.57	6.0
60	0.51	6.0	132	0.67	6.0
61	0.60	6.0	133	2.09	6.0
62	1.31	6.0	134	1.50	6.0
63	1.27	6.0	135	0.54	6.0
64	0.52	6.0	136	1.33	6.5
65	0.63	6.0	137	1.34	7.5
66	0.68	6.5	TRACT A	27.19	9.0
67	0.90	6.5	TRACT B	0.49	8.5
68	0.93	7.0	TRACT C	0.26	6.0
69	0.94	7.0	TRACT D	1.57	6.0
70	0.93	7.0	TRACT E	0.37	7.0
71	0.83	7.5	TRACT F	0.25	6.0
72	0.65	8.0	TRACT G	4.50	8.5
73	0.72	8.0			

RECORDED  
JUN 26 2002  
RECEIVED

\* - THE MINIMUM FINISHED FLOOR ELEVATIONS ARE ESTIMATES FOR CONSTRUCTION AND ARE NOT A GUARANTEE OF FLOOD PROTECTION. LOT OWNERS ARE ADVISED TO CONSIDER THE FOLLOWING STORM SURGE ELEVATIONS, AS TAKEN FROM THE 1998 BAY COUNTY HURRICANE STORM TIDE ATLAS WHEN SETTING FINISHED FLOOR ELEVATIONS.

STORM CATEGORY	APPROX. RECURRENCE INTERVAL (YEARS)	STORM SURGE ELEVATION (NGVD)
I	5	4.3
II	20	6.6
III	50	8.5
IV	100	10.1
V	500	12.7

**LEGEND**

EXISTING (XO)	PROPOSED (NEW)
Preserved Wetlands	Preserved Wetlands
Easement Line	Easement Line
30' Wetlands Buffer	30' Wetlands Buffer
100' Septic System Setback	100' Septic System Setback
Wetlands Line	Wetlands Line
Abandoned Road	Abandoned Road
75' Potable Well Setback	75' Potable Well Setback
Assumed Residence	Assumed Residence
Ostios Drainfield	Ostios Drainfield

**Map Labels:**

- ANCHOR COURT
- ISLAND COURT
- YACHTSMEN COURT
- LAIRD BAYOU
- TRACT A
- TRACT B
- TRACT C
- TRACT D
- TRACT E
- TRACT F
- TRACT G
- TRACT H
- TRACT I
- TRACT J
- POLECAT BAYOU ROAD
- LAIRD BAYOU DRIVE
- OLD BICYCLE ROAD
- ANCHOR COURT
- ISLAND COURT
- YACHTSMEN COURT
- LAIRD BAYOU

**Scale:** 0 to 400 feet

**North Arrow:** Indicated by a line pointing towards the top right of the map.

## **Exhibit IV, *Dock Architectural/Design Standards***

### **General**

Prior to submitting a request for a dock, the property owner should thoroughly check all the requirements for a single family detached home dock. Those requirements will be set forth by local, county, state, and federal agencies/departments. In addition to those requirements and restrictions, the Laird Bayou Property Owners Association has established Design Standards and requirements for constructing docks within the community. This exhibit establishes these requirements.

### **A. Approval for Construction**

1. Docks must have a minimum water depth of 12 inches at its outermost reach at mean high water.
2. A \$200 non-refundable fee will be paid if the dock request is not submitted at the same time as the submission of final house plans.
3. A final decision by the DRB will be conveyed to the property owner within 30 days of submission. If denied, reasons will be provided. Appeals or resubmissions will be allowed within 90 days of denial at no cost to the property owner.

### **B. Construction Standards**

1. Prior to, and during construction, all required permits and approvals must be displayed at the construction site.
2. All contractors must be licensed and insured.
3. One covered boat lift will be approved per lot.
4. Construction materials of "natural" materials are preferred. Composite materials such as "Trex" planking will be approved in subdued or earth tone colors.
5. Permanent or portable deck furniture and a marine quality dock/storage box are allowed.
6. The roof shall be pitched. For continuity within the community a four-sided roof is preferred. Roofing materials, when possible, should match the house, and be of earth tone shades. Flat roofs, upper observation decks, or sun decks are not allowed. Finished metal roofs may be approved.
7. Water and electricity may be run out to the end of the dock. PVC (pipe) conduits should, when possible, be placed under the dock. If white colored conduit is visible, it should be painted an earth tone color. Overhead wiring is not allowed.
8. To minimize restriction of neighbor's views, and for community continuity, the use of slat railings along the dock way is prohibited. Rope or wire lines are preferred.



### **C. Usage and Restrictions**

1. All Florida and Federal Statutes concerning use of a private dock will be strictly adhered to.
2. Only private use and security notice signs may be erected. Each sign will not exceed 12"x12". House numbers are permitted.
3. Portable electric generators may be used for emergency power only. Portable electric generators will not be used to service "live aboard" boats.
4. Dusk to dawn general or high intensity lighting is not allowed. Subdued pathway lighting will be approved. Motion activated night security lighting is acceptable.
5. Dock storage of non-marine materials/equipment (i.e., bicycles, grills) will not be allowed.
6. Dock area should be always kept neat and clean. A dockside trash receptacle is approved.
7. Docks are for owners and their guest's use only. Docking space will not be leased or rented to persons who are not property owners within the community.
8. There will be no commercial use of the dock (i.e., shrimp boats, party boats, dredges).
9. Owners will not allow loud music, raucous behavior, or other activity, on or around a dock, that may interfere with the "quiet" nature of our community.
10. Violations of any of the stated use and restrictions may result in a letter of concern from the Laird Bayou POA Board. Repeated violations may result in a fine of not to exceed \$100.00 for each repeated occurrence. Items or construction in violation of Dock Architectural/Design Standards may be removed at the expense of the owner.

## **Exhibit V, *Construction Regulations***

No site work whatsoever may be conducted without notification and authorization by the DRB. (Excluding bush-hog activity)

### **A. Initial Conditions**

The following items must be in place on the lot prior to the beginning of construction:

1. Laird Bayou Building Permit and local Municipal Permit(s)
2. Trash receptacle for construction waste
3. Port-O-Let
4. Silt fences shall be in place on the property before adding dirt or beginning construction after lot clearing has been completed.

### **B. Additional Regulations**

1. All contractors must be licensed and insured.
2. No vehicular traffic or parking is permitted except on community roads or the lot of the home being constructed. *Construction crews shall not park on grass swales.*
3. All reasonable efforts should be exercised to not disturb stormwater drainage swales. If disturbed during construction, re-grade in accordance with the Laird Bayou Subdivision Plans (copies available from Laird Bayou, DRB) and stabilize with sod. In general, the swales were designed to be 18 feet wide, with their centerlines being 9 feet from the outside edge of the road ribbon, and 12 inches lower than the curb ribbon measured from the top of the sod. Refer to Laird Bayou Policy # 17 *Stormwater Management System Policy* for additional information.
4. Normal construction hours are from 7am until 7pm. Exceptions may be requested in writing from the DRB.
5. No construction is allowed on Sundays or major holidays without Laird Bayou DRB approval.
6. No loud music allowed.
7. No firearms are allowed.
8. No pets may be brought to work with a contractor or employee.
9. All building sites and roadways must be kept free of construction debris. Daily maintenance of the site is required. Remove all wind-blown trash around the site.
10. No fishing allowed or use of Laird Bayou facilities by construction workers, to include all sub-contractors for home, pool, dock, and landscaping.
11. No alcoholic beverages or illegal drugs.
12. No fires.

### **C. Underground Works in Right-of-Way**

All utility services at Laird Bayou are buried in the street rights-of-way. Before digging, call Sunshine Locate (1-800-432-4770). You may be subject to a fine if a utility line is damaged and the utility company has not previously been notified of your intent to dig in the right-of-way.

### **D. Signage Requirements**

Except for posting required permits, no sign of any kind shall be displayed to the public view on any lot except those in accordance with Laird Bayou POA General Policy # 10, *Lot Sign Policy*.

A builder's temporary project sign may list owner, architect, designer, and builder. A security sign is permitted. "For Sale" signs are not permitted. DRB permission is required for all others, including open house sale / direction signs.

## Exhibit VI, Schedule of Violations

**ENFORCEMENT:** Violations will be identified/confirmed by the DRB and requests for assessments submitted to the POA BOD. The lot owner is responsible for all contractor or visitor violations.

<b><u>Type of Violation</u></b>	<b><u>Assessment</u></b>
A. Failure to provide trash receptacles for the construction or failure to keep site clean of debris.	\$100.00 per violation
B. Trash Fires	\$100.00 per violation
C. Clearing: Clearing of site without approval or without obtaining a Building Permit. Failure to remove all site debris or dead trees and plant material within two weeks (if not in a suitable trash receptacle)	\$100.00 per violation. Warrants possible expulsion of responsible contractor and denial of further construction within Laird Bayou.
D. Construction that does not conform to plans approved by the DRB.	\$100.00 per violation
E. Failure to provide or improperly sited portable toilet.	\$100.00 per violation
F. Repeat Violations	Laird Bayou issues stop work order.
G. Non-complying/signage	\$50.00 per violation
H. Pets, illegal drugs, or alcoholic beverages on construction site	\$50.00 per violation
I. Fishing from the shoreline or use of Laird Bayou amenities by a contractor.	\$100.00 per violation
J. Trespassing on adjoining lots and properties, equipment, material, storage, etc. Trespass of private property is prohibited without written consent from property owner.	\$100.00 per violation

Addendum # 1

August 20, 2024

ARCHITECTURAL/DESIGN STANDARDS AND REVIEW/APPROVAL PROCEDURES

Dated December 17, 2022

Reference:

Page 14, Exhibit II, Para A.4.

Change to read:

4. Minimum first level of heated and air-conditioned space shall be 1,300 square feet for a multistory residence not including the garage.

Ronald Druener

Chairman, Design Review Board