



SWEETWATER *cove*

A BAYFRONT COMMUNITY
GALVESTON, TX

DESIGN GUIDELINES / PATTERN BOOK

PHASE ONE

REVISION VI – 11/10/2023

THE SWEETWATER COVE VISION

Located on the quiet bay side of Galveston Island, Sweetwater Cove offers a retreat from the busy world of the mainland. This exclusive community offers luxurious, relaxed living amid a restful natural setting known for its fishing and birding potential.

Large areas of the community are left in their natural state so that the residents all have access to the natural environment. Sweetwater Cove is designed to evoke images of a simpler time, with architectural themes that draw from a variety of sources in the vernacular traditions of the Gulf Coast and the Caribbean. Although the homes are intended to be quite luxurious, the natural setting will maintain the feeling of an out-of-the-way fishing or shrimping village.



SWEETWATER COVE PHASE ONE - MASTER PLAN



HOW TO USE THIS BOOK - A LIVING DOCUMENT

The Sweetwater Cove Design Code is a “living document” that is subject to change over the course of the Development Area’s buildout. The Developer reserves the right to periodically update this Design Code to reflect changes in the master plan, the architectural concepts, the landscape concepts, or to address problem areas within this design code.

The information in this document is subject to change at any time without notice. It is the responsibility of Owners, designers, builders, and anyone else using this Design Code to use the most up-to-date information. The date in the front of this Design Code, as well as on most pages, is the point of reference of a given document.

OPTIONS FOR DESIGNING AND CONSTRUCTING A HOUSE

Owners will have several options regarding the design and construction of a house and other improvements.

For a custom house design, Owners will hire an architect or designer who will then design a house according to this Design Code. The developer reserves the right to determine whether an architect or residential designer may work within the Development Areas. The same applies to landscape designers and contractors. The Developer maintains a list of approved architects and residential designers, as well as a list of approved landscape designers and contractors, both of which are available upon request.

Stock plans are allowed in this Development Area, but the designs are held to the same standards as custom homes. Custom designs are recommended.

All homes must comply with all aspects of this Design Book, and any requested deviation shall require a variance application to be submitted in writing to the ARB, which shall have sole authority on granting or denying the variance sought.

A number of houses will be constructed and sold on a speculative basis by selective Homebuilders. These houses are held to the same design standards as other houses in the Development Area.

All houses will be constructed by an approved group of the area's finest Homebuilders. Each Homebuilder must demonstrate a track record of competence and quality to be eligible to work in the Development Area.

ARCHITECTURAL THEMES

The design of the various elements of Sweetwater Cove is intended to reinforce the vision of a relaxed, island community that maintains a close relationship with the natural environment. The architectural themes are meant to evoke the characteristics of Texas vernacular architecture, a broad and fairly general descriptor for a range of traditional building styles that draw from Texas' coastal communities and historic Galveston. Many of these elements are common to the vernacular traditions of a number of cultures along the Gulf Coast, Florida, and the Caribbean, which all share the same temperate climate, relaxed lifestyles, and a close relationship with the outdoors and the water.

The typical Sweetwater Cove home features generous porches, pitched roofs, and simple forms. Details may draw upon various historic traditions such as Classical, Craftsman, or Victorian, or may reflect the straightforward, unadorned methods of vernacular construction. This Design Guideline / Pattern Book will guide the home designer in Sweetwater Cove to determine the appropriate composition, elements, details, and materials to be used.

The most important characteristics of the architectural style are summarized below:

- a. Due to the relatively low natural grade and the barrier island location, all homes are required to be raised on piles by more than a full story above the ground. The proper treatment of this cluster of piles, as well as the means of accessing the occupied floors, has a great impact on the overall appearance of the house. Standards are established for the proper expression and finish of the base zone, as well as for the primary stairs.
- b. The climate and natural environment are conducive to the use of extensive exterior areas such as porches, sun decks, observation platforms, and balconies. Front porches are required on Village lots.
- c. The overall massing should be emphasized by a simple, sheltering roof form, characterized by fairly low pitches and generous overhanging eaves. Aluminum standing seam roofs are required within the development.
- d. The massing, composition, and detailing of the major elements reflect a predominantly wood-framed construction methodology. Exterior materials are limited to those that are appropriate for raised construction, generally a cement-based siding such as Hardi-plank or stucco. Brick and stone are not appropriate, except as paving materials at grade.
- e. The detailing may be simple and restrained or may employ more refined moldings in the Classical tradition, or the decorative fretwork of the Victorian style. In any case, high-quality materials, and craftsmanship, as well as an understanding of the appropriate context and syntax, are required.

- f. The color palette is limited to a range of colorful, yet muted hues that reflect the natural materials of earth, plants, or water in the surrounding environment. A predominant field color with white trim is the norm, or a pre-selected color scheme as defined in this Design Guideline / Pattern Book.

REGULATIONS

The design criteria for Sweetwater are established in the Traditional Neighborhood Development (TND) District of the City of Galveston Zoning Ordinance and further defined in this Design Guideline / Pattern Book. The intent of the regulations is to:

- a. Facilitate the planning, design, and construction of a quality Sweetwater Cove community reflecting the unique character of the Texas Gulf Coast.
- b. Encourage architectural themes that reflect the scale, details, ornamentation, and mix of uses characteristic of traditional Texas coastal vernacular.

General Provisions of the regulations include:

- a. Sweetwater Cove shall be developed with a common architectural theme, including buildings, signage, fencing, lighting, paving, curbing, and landscaping.
- b. Each building shall have a gable, hip, or gambrel roof with soffits and fascia's; the use of flat or shed roofs is limited to secondary elements such as porches and towers. The preferred standard is a 5:12 pitch.
- c. All portions of the development shall be designed to encourage pedestrian circulation. All buildings shall be elevated a minimum of 19 feet above the mean high tide, corresponding to the most recent flood plain map.

The next sections in this Design Guideline / Pattern Book cover in detail the specific provisions for elements such as lot coverage, lot area, setbacks, height, etc., for commercial and residential building types. The regulations are intended to:

- a. Promote an active relationship between the house and the street. Front porches and fencing are required.
- b. Provide a consistent architectural expression that evokes the traditional Texas vernacular. The style is characterized by simple volumes with pitched metal roofs, Hardie siding, and generous porches.
- c. Ensure a high quality of construction, with appropriate materials, finishes, and details, and the continued maintenance of all land and improvements.
- d. Establish standards for site development, including a minimum requirement for landscaping, lighting, fencing, and paving.

The design of every structure within Sweetwater Cove is subject to a series of reviews by the Community Association or its designated agent to ensure compliance with the intent of this Design Guidelines / Pattern Book. The body of the design review procedures is reproduced later in this document.

DEFINITIONS

Front Yard

Any part of the yard that is lined with or in front of the build-to line.

Side Yard

Any part of the yard that is between the front and rear elevations.

Rear Yard

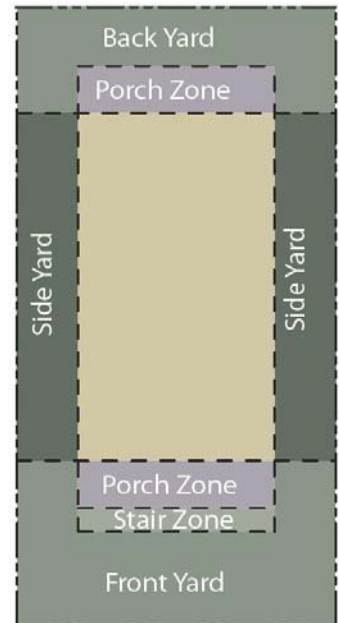
Any part of the yard that is in line with or behind the rear elevation.

Porch Zone

Area of the Lot that must be either partially or fully occupied by outdoor living space. The Porch Zone shall be a minimum of 8 feet and a maximum of 10 feet.

Stair Zone

Area of the site that may contain exterior stairs. The Stair Zone combined with the Porch Zone shall be a maximum of 17 feet up to a required 16 foot front setback.



Build-To Line

Note that there is a distinction between a build-to line and a setback line. The front building line is a build-to line, meaning that the principal building face must be placed at that line. The side building lines, on the other hand, are setback lines, meaning that the building cannot encroach beyond that line, but may set back further than the minimum required distance. The Build-To Line may have small variations from lot to lot, but shall not exceed 33 feet from the front Property Line in any case.

Utility Easement

Any homes subject to easements that affect the Build-To Line should be moved as close to the front property line as possible. No encroachments or overhangs are allowed over such easements.

Base Zone

The unoccupied zone below the first-floor platform is used primarily for parking and limited storage. The prevailing grade for the building footprint is approximately 6 feet above mean high tide.

First Floor

The first occupied level above the required FEMA elevation, approximately 13 feet above prevailing grade.

Second Floor

The second occupied level above the required FEMA elevation.

Bottom of Structure (B.O.S.)

The lowest elevation of the lowest horizontal spanning member comprising the first-floor platform. The B.O.S. is 17 feet above sea level, subject to also meeting any applicable FEMA requirements.



Massing

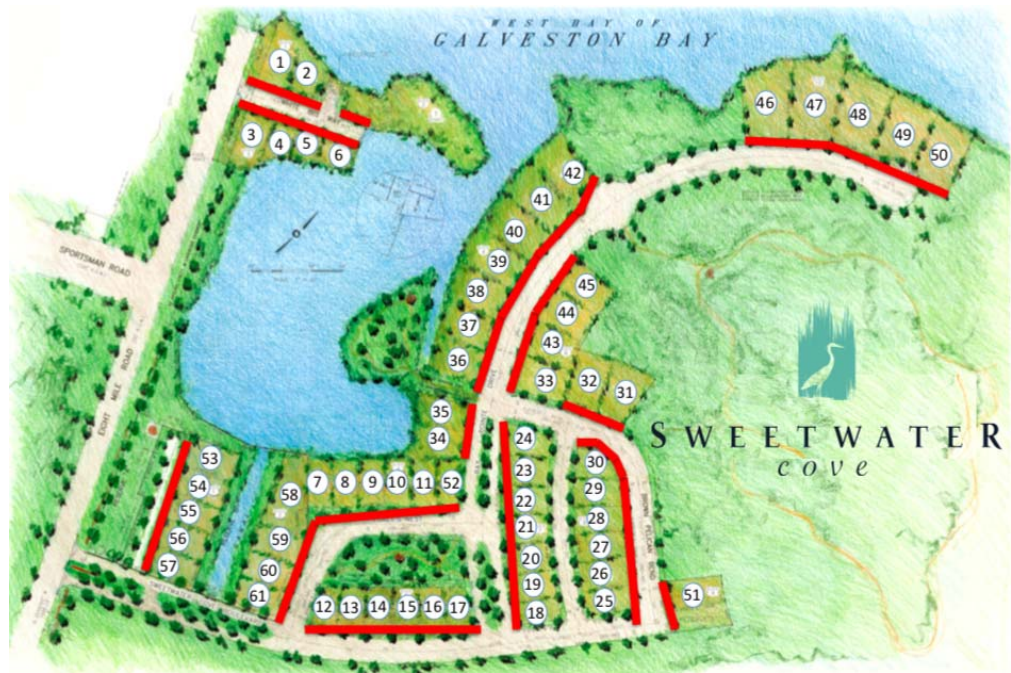
The volumetric composition of the building is defined by such elements as the base zone platform, the overall extent of the floor plans and the roof form.

Building Placement

Sweetwater Cove Lots range in size, are comparable in area to a typical single-family lot in a quality planned development. Many of the lots have additional amenities such as frontage on the bay, or natural wetland preserves. The interior lots are never far from any of these amenities, even if they do not directly about these amenities.

Lot Frontage

All lots have a side considered to be the front and the house shall be designed to address this frontage. The primary entrance and front porch shall be located on this side and the general massing of the house shall acknowledge the frontage as the principal elevation. The designated frontage side for all lots is indicated in the drawing above.



VEHICLE ACCESS AND PARKING

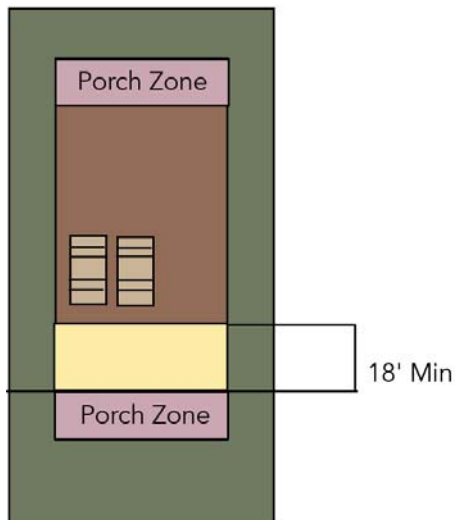
For purposes of vehicle access, the lots in Sweetwater Cove are classified into three conditions:

- a. Front-loaded Lots refer to the condition where car access is from the same side as the primary lot frontage. This is characteristic of the bayfront lots, canal lots, and many of the larger interior lots. A rear porch is required for lots backing up to water or a public green. Garages shall be set back a minimum of 18 feet behind the primary building face in order to mitigate the appearance of the garage doors from the street and to prevent cars parked outside the garage from projecting into the front yard.
- b. Garages shall not project into the rear porch zone on lots backing onto public areas.
- c. Rear-loaded Lots: rear-loaded lots are lots that have an alley for car access. In some cases, the primary frontage lot is on another street, in other cases, the lot fronts on a greenway or park. In any case, the alley is not considered to be a primary public way. No parking setback from the building face is required.

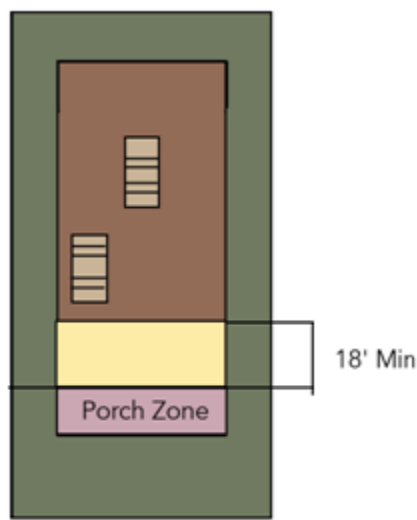
PARKING ACCESS

Since the houses in Sweetwater Cove must be elevated above grade, car parking shall be accommodated under the house. Some lots require the garage to be set back from the primary façade of the house, as described and shown in the drawings below. The typical spacing of piles will likely preclude the possibility of a double-wide garage door, therefore, each driveway shall be a maximum of 20 feet wide as it crosses the property line when connecting to a street.

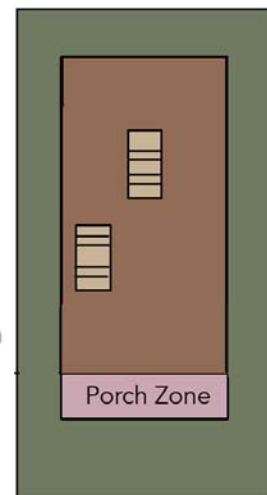
Front-loaded lots backing up
or a public green



Front-loaded lot
not backed to public area

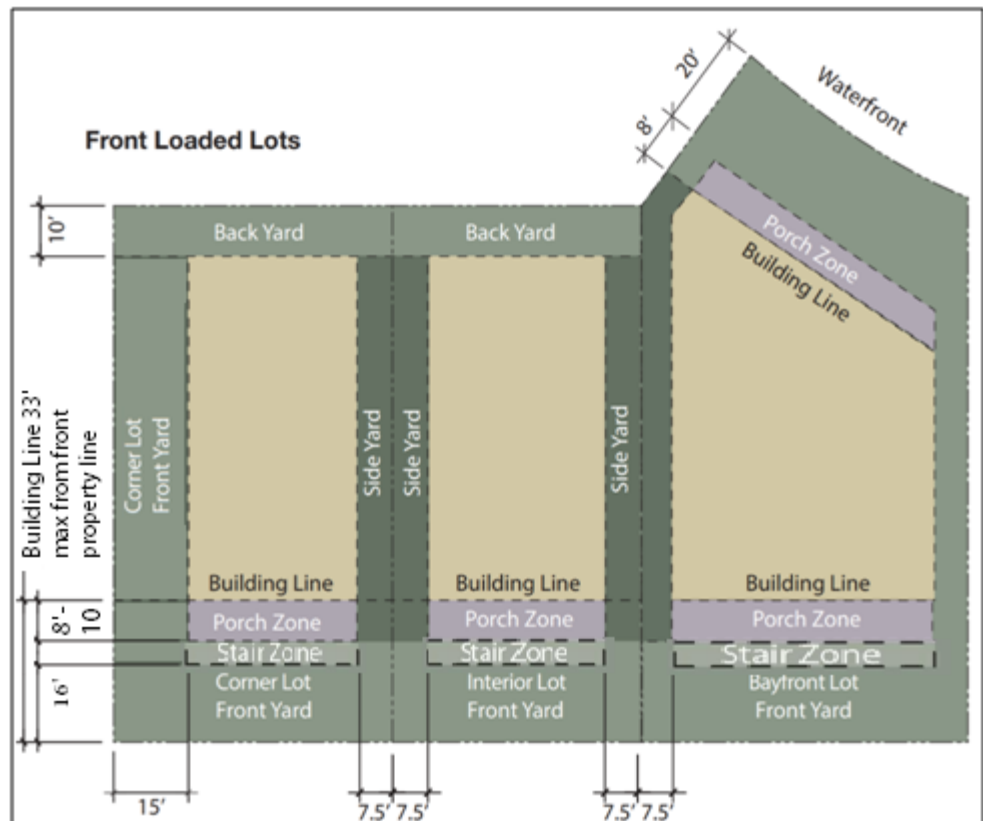


Rear-loaded lot to water
with alley access



BUILDING PLACEMENT – LOTS

The placement of the building on the lot shall conform to the setbacks and build-to lines shown here. The diagram at right varies according to whether the lot is on a corner or has bay frontage. Note also that the side setback on the street side of corner lots is greater than a typical side setback between lots.



Side and rear building lines represent minimum setback distances, that is, the building could set back further than the minimum. The front building line, however, is a build-to line, that is, placement of the front facade at the building line is mandatory.

Porches are required on the primary building frontage. Porches are also required on rear facades when facing the bay or lake, a canal, or a public greenway or park. Occupied interior space may occur in the porch zone for a maximum of 50 percent of the facade width. Refer to porch requirement.

Eave overhangs may project a maximum of 2 feet into any yard area but not over any existing setback, easement or neighboring property.

LOTS

Front Yard:

The Front Yard Build-To Line may have small variations from lot to lot, but shall not exceed 33 feet from the front Property Line in any case.

The Front Yard contains a 16 feet front setback, then a 7-foot to 9-foot stair zone, then an 8-foot-deep to 10-foot-deep porch zone.

The Stair Zone combined with the Porch Zone shall be a maximum of 17 feet from the required 16 foot front setback to the 33 foot Front Build-To Line.

Side Yard:

7.5 feet interior, 15 feet at corners or ends

Rear Yard:

10 feet

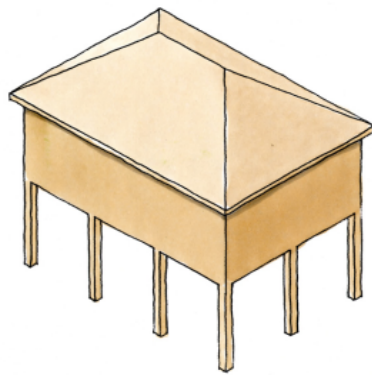
20 feet from bayfront

*Note that Front Yard is a mandatory build-to line, i.e., the front facade of the building must be placed at the required dimension.

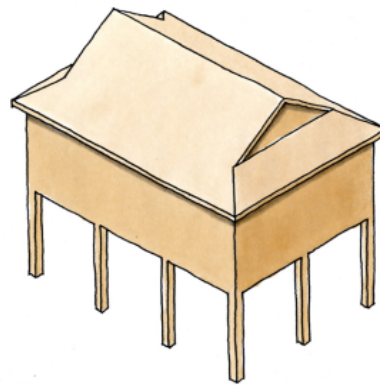
MASSING

The Main Volume of the House should be a simple, rectilinear geometric form. Elements such as the side or rear wings may be used when clearly expressed as subordinate elements by lower ridge or eave lines, breaks in roof pitch, different materials, etc. Diagonal walls should be avoided and are generally appropriate only for subordinate elements such as bay windows and towers.

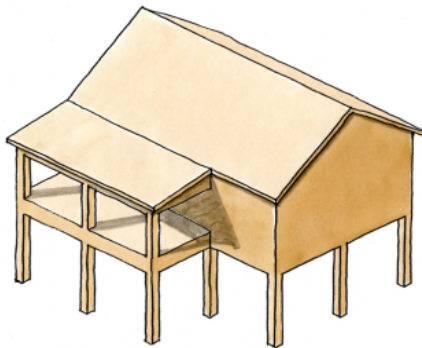
The designer should consider the context of the house as a guide to the overall massing. Marina lots, which are fairly small and have the houses spaced more closely, should keep their overall massing fairly simple. The overall effect of the marina will be formed by a series of houses so that a certain consistency and uniformity will emphasize the whole rather than having each house vie for attention. Village lots fall somewhere between these extremes; certain required provisions of this Pattern Book, such as the build to line and the front porches, as well as the architectural standards, will impose a certain consistency, beyond that, designers are encouraged to express an individual personality to the homes.



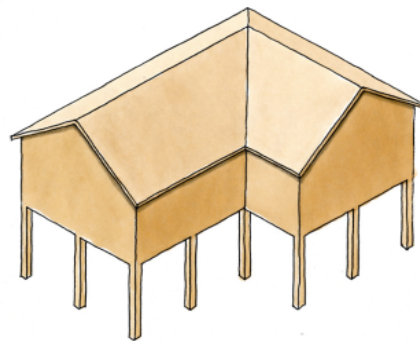
☒ *Hip Roof*



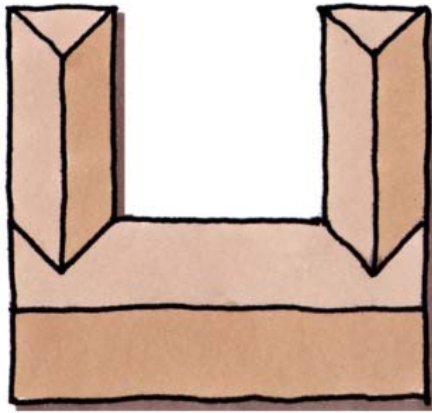
☒ *Dutch Hip Roof*



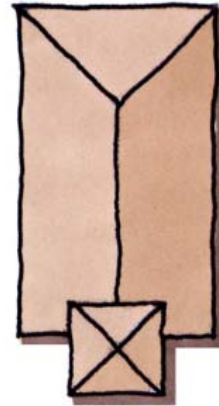
☒ *Subordinate elements may be differentiated by a change in roof pitch*



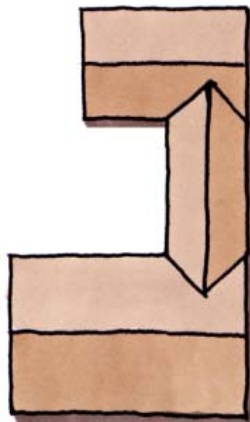
☐ *Side wings should be clearly expressed as a subordinate element*



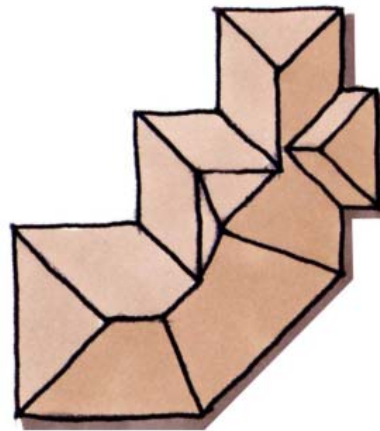
✓ Main volume with 2 subordinate wings forming an interior court.



✓ Main volume with a tower feature as an accent.

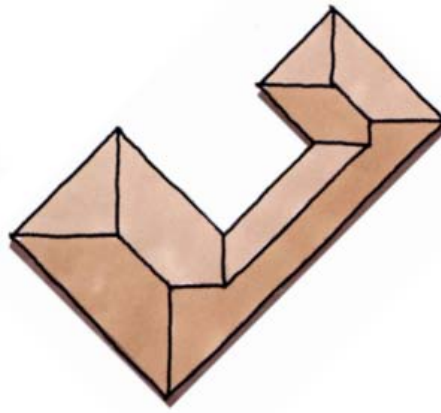
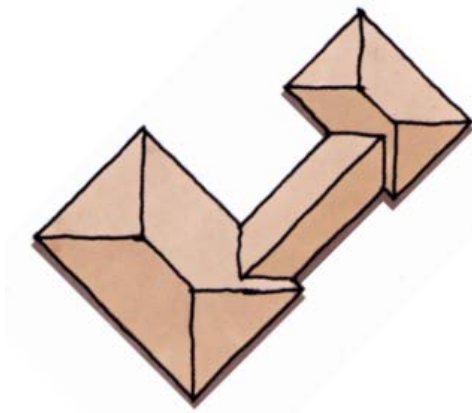


✓ Main volume with a separate backbuilding, joined together by a subordinate side wing.



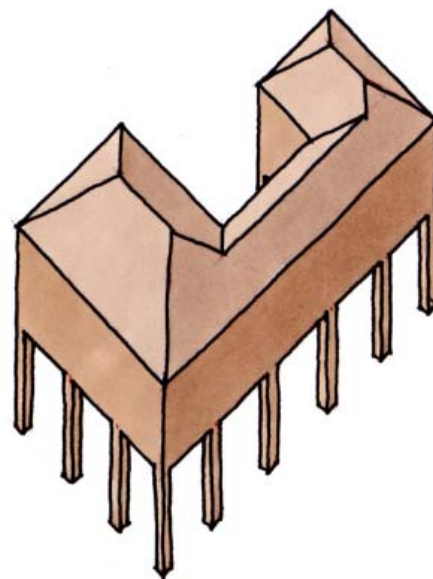
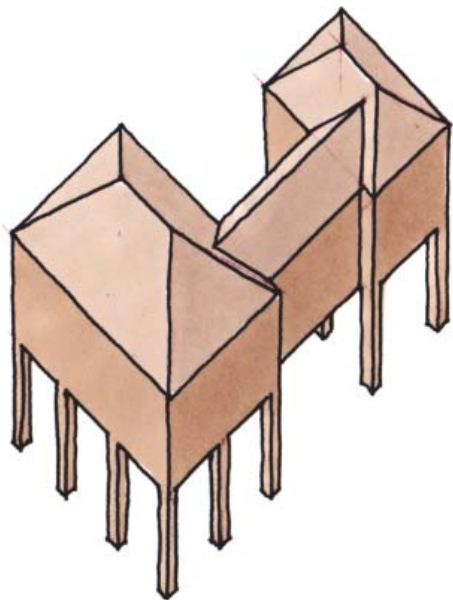
✗ Overly complicated massing with no clear functional purpose should be avoided.

When combining multiple volumes in a single house, the composition should relate to certain functional characteristics of the plan. Many traditional houses, for example, would add a “back building,” subordinate to the main volume that typically housed the kitchen and other service elements. Bedrooms or just the master suite, for example, can be expressed as a separate wing. In some cases, two relatively symmetrical wings can be used to define a courtyard space. Many combinations are possible, but care should be taken to avoid gratuitous and arbitrary articulation for its own sake.



The key to the successful composition of several volumes lies in the subtle manipulation of the basic forms to emphasize the parts. The image on the top demonstrates how, through a slight shift in wall plane, a house composed of three separate wings can emphasize the front and rear volumes as being primary elements, with the connecting piece being clearly subordinate. By reinforcing this basic division in the massing with the pile spacing, the volumetric composition of the house is clearly expressed.

The image on the bottom, while enclosing substantially the same volume, appear ambiguous



and unresolved.



Separate volumes should be emphasized by such compositional devices as slight shifts in plane, and using the bay spacing of the piles to reinforce the massing above.

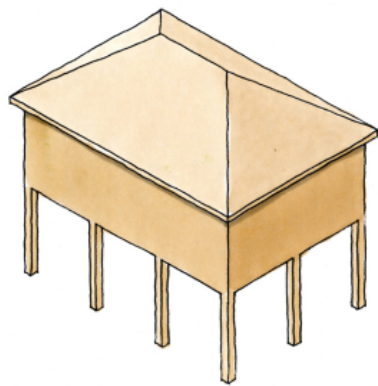


This is substantially the same building form, but less successful because the roof form is less articulated and the pile spacing does not relate to the volumes above.

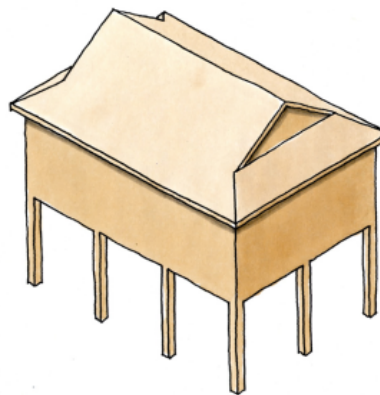
GABLES

A maximum of two street-facing gables are permitted on the front facade, excluding dormers and wall dormers.

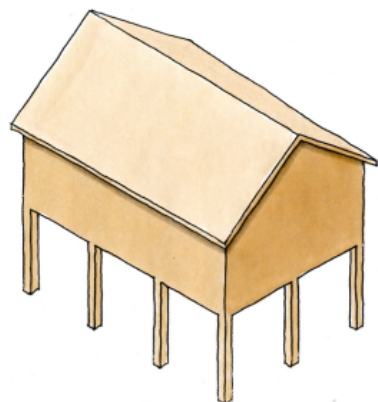
Gables, especially a front-facing gable, tend to focus the eye on that part of the overall massing and should respond accordingly. This might, for instance, coincide with the main entrance or the front porch. The gable might be an opportunity for an accent window or a contrasting material such as a fish scale shingle pattern as is often seen in vernacular and Victorian construction.



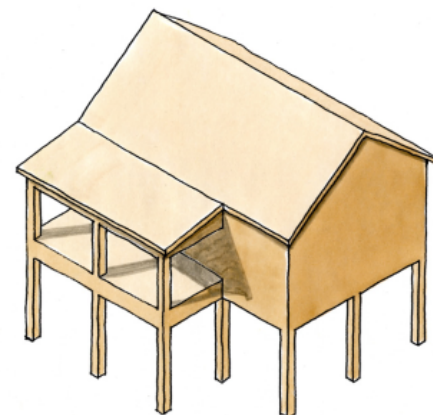
 *Hip Roof*



 *Dutch Hip Roof*



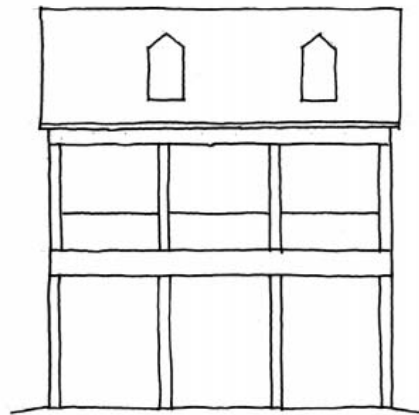
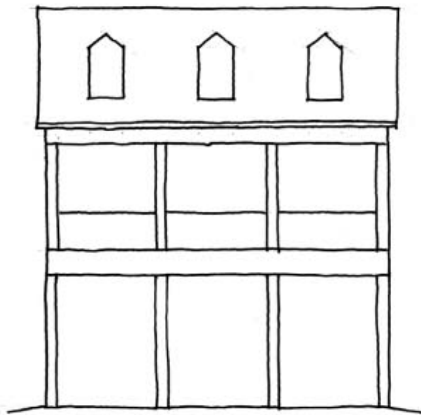
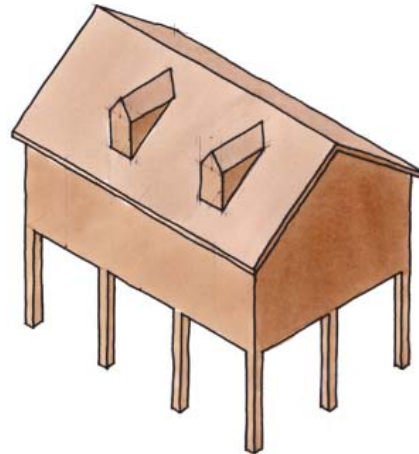
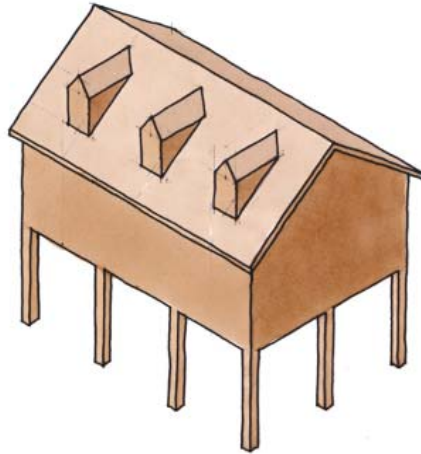
 *Gable Roof*



 *Combination roof*

DORMERS

Dormers are encouraged as a way of breaking up large expanses of roof. Dormers are particularly useful for providing scale and articulation to a long eave line facing the front of a house. Dormers should relate clearly to the composition and bay spacing of the wall below.



Dormers clearly reflect the bay spacing below.

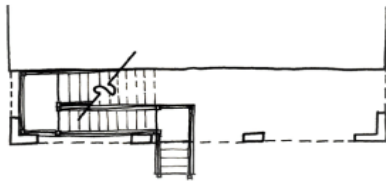


These dormers are not rationally relating to the rhythm of the house.

STAIRS

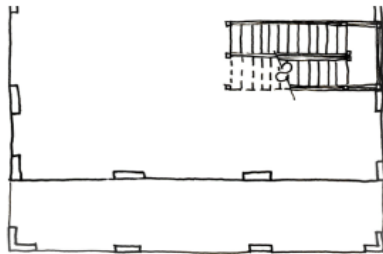
Stairs are required to access the occupied first floor of the house, located approximately one floor above grade. The primary stair should be contained within the Porch Zone and/or Stair Zone and shall lead to the Front Porch.

Internal Stairs



For purposes of this Pattern Book, stair designs are classified as one of three types:

Internal Stairs are those that occur within the volume of the building and are not expressed on the exterior.



Engaged Stairs are expressed as distinct from the main volume of the house but remain closely related to the volume in that one side of the stair directly abuts the house.

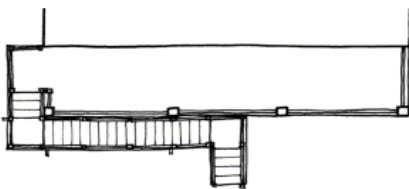
Projecting stairs are those that project free of the volume of the house. Note that such designs are not permitted in Sweetwater Cove. For houses elevated to this degree, the length of a projecting stair will appear tenuous and awkward and will accentuate the already large distance between natural grade and the occupiable levels of the house.

Note that no more than five of the lowest treads of an internal or engaged stair may project at right angles to the house volume. This

is shown in several of the stair diagrams shown. This allows for the stair to make a welcoming gesture to the person accessing the house, without becoming too much of a focal point. When using stairs that are entirely internal, the exterior of the house should be designed to indicate a relatively obvious entry from grade level. All exterior stairs shall be closed, that is to say that the face of the riser shall look solid.

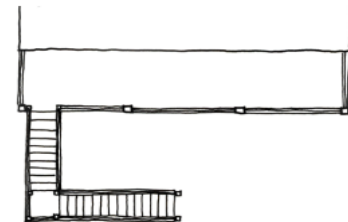
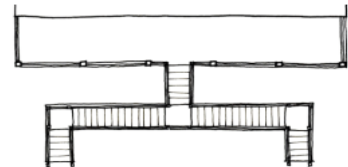
✓ *Internal stairs may be entirely within the building volume or within the porch zone.*

Engaged Stairs



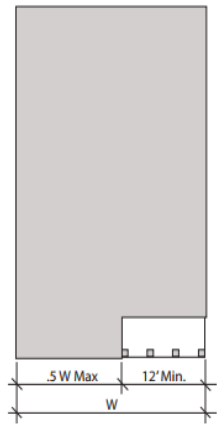
✓ *Engaged stairs may address the front or the side of a house.*

Projecting Stairs

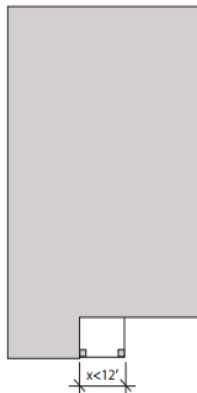


✗ *Projecting stairs appear to be weak and unrelated to the building volume.*

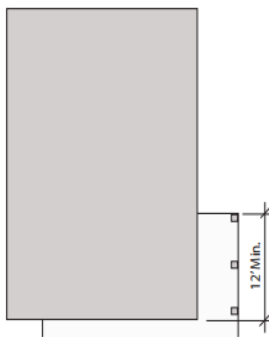
PORCHES AND SUNDECKS



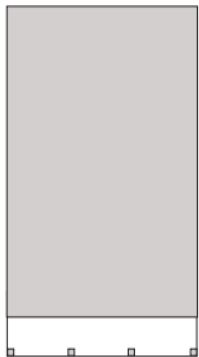
✓ Front porch should extend at least half the width of the facade.



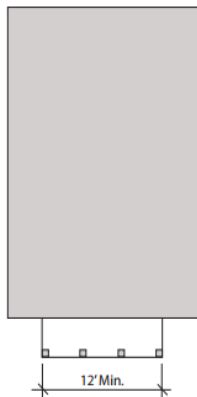
✗ This porch is not wide enough.



✓ Side Porches on corner lots shall be a minimum of 12 feet wide along the corner side.



✓ A full porch is acceptable.



✓ Porches may also be subordinate provided that they meet the minimum width requirement.

Porches: Front porches are required on all homes and shall be a minimum of 12 feet wide and 8 feet deep to a maximum of 10 feet deep and must align with the front build-to line. On corner lots, porches should wrap around the side facade a minimum of 12 feet.

On side or rear elevations, porches shall be a minimum of eight feet wide and six feet deep. Porches must be roofed in an architectural style consistent with the design of the house. Porch guardrails shall be composed of repetitive elements such as balusters that give an open, semi-transparent quality to the guardrail. Side and rear porches may be screened. Occupied space may project into the porch zone for a maximum of 50% of the width of the front facade.

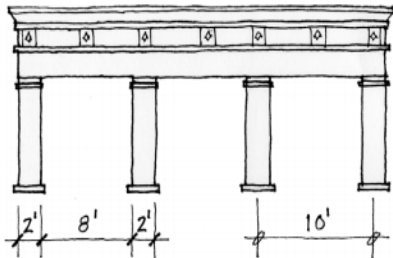
Sun Decks. Sun decks, or uncovered porches, may be located on the side or rear elevations of houses. Sun decks should be enclosed by guardrails compatible with the design of the house. The guardrails may be solid or composed of a series of open balusters.

Screened Porches. Porches on the side or rear of the house may be enclosed by screen material. Front porches shall be

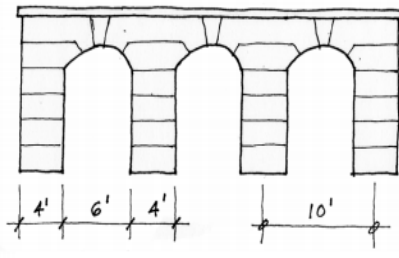
open.

BASE ZONE, FLOOR ELEVATION AND TOWERS

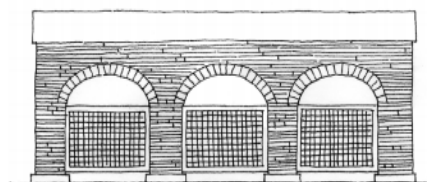
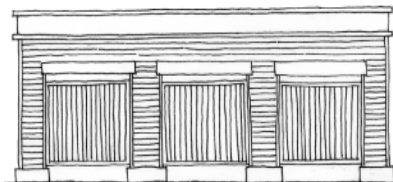
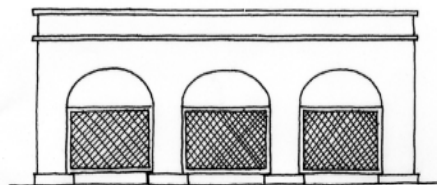
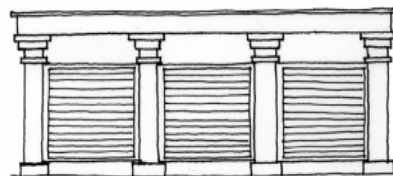
Base Zone: The nature of the storm hazards on the Gulf Coast dictates that the occupied levels of all houses in Sweetwater Cove are located approximately one full level above grade. This is generally accomplished by raising the main volume of the house on a series of vertical piles. This “house on stilts” look is an essential characteristic of the house and must be handled in a disciplined and consistent manner. The following provisions apply:



✓ The base zone may be expressed as a “post and lintel” composition, with a clear delineation of column elements and a horizontal spandrel as distinct elements. Such an approach suggests a relatively narrow width to the pile furring.



✓ Alternatively, the base zone may be expressed as a more massive wall-like element. This approach would suggest a wider pier and a narrower opening. In general, openings should be at least 6' wide.



✓ Piles must be clad and finished in some way. The cladding should be detailed so that it aligns with the wall plane above.

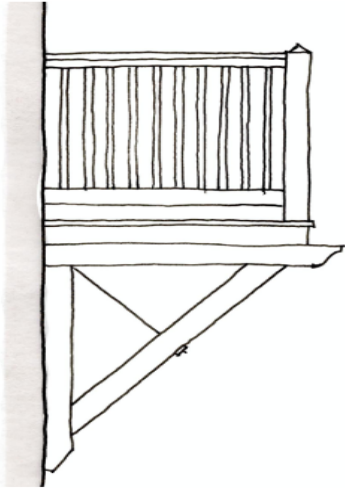
✓ The openings between piers should be screened with some type of closure panel. This may be an open trellis element or a louvered panel. Any type of panel should be fastened with a “breakaway” detail in the event of a storm surge.

- Piles shall be placed in a rational, geometric pattern and evenly spaced, and shall be designed and finished in a consistent manner.
- The Edge of the piles shall line up with the edge of the Exterior surface of the house.
- Piles shall be furred and finished to appear consistent with the wall material above, as long as the required clear area between piles is maintained
- The Space between piles must be screened or infilled as to mitigate the house on stilts look.

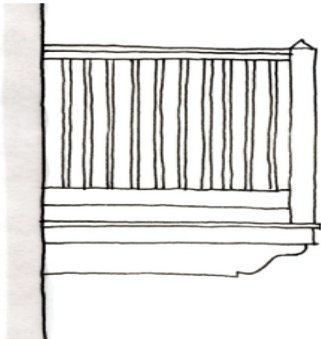
Floor Elevation: The primary building floor shall be elevated to a minimum of 19 feet above the mean high tide elevation, generally corresponding to about 13 feet clear above the prevailing natural grade. The parking slab under the building shall be set a minimum of 12 inches above the crown of the road fronting the lot.

Towers: Towers may be used as a compositional element, Towers may include occupied space above the second floor, not to exceed 120 square feet excluding the stairway. Towers shall have the same roof material and architectural detailing as the rest of the house and shall have openings at the tower level equal to a minimum of 50 percent of the length of the tower walls.

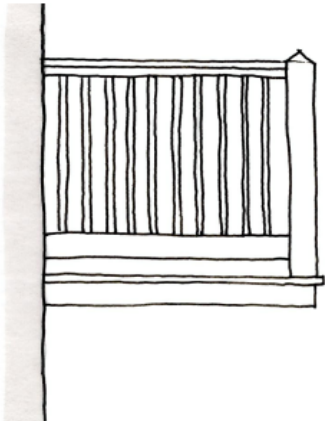
BUILDINGS AND FIREPLACES



✓ *Heavy timber brackets are a good way of depicting support.*



✓ *The platform may be supported by a series of projecting corbels.*



✗ *Avoid projections that have no visible means of support.*

Accessory Buildings: Detached, subordinate accessory buildings shall be located on the same platform as the main house. Accessory building shall be a simple geometric shape consistent both in design and material to the main house.

Fireplaces: Due to the elevated design of the house, true masonry fireplaces are neither feasible nor appropriate in Sweetwater Cove. Fireplaces, either wood-burning or with artificial logs, are permitted. If located away from an outside wall, the projection of the flue above the roof shall be framed and finished in a material and manner compatible with the exterior walls.

If projecting from an exterior wall, the cantilevered element shall be supported by brackets as described in the following section.

Bay Windows, Balconies, and other Projecting Elements. Projecting elements may be used so long as they do not encroach any closer than 5 feet to any side lot line, or more than two feet into the required rear yard. No projecting elements are permitted beyond the front porch line.

A projecting element shall be provided with some visible means of support, whether or not this is the actual structural support. Such support elements shall consist of two distinct elements: a horizontal band that expresses the floor platform of the projecting element, and, below this, some type of corbel or bracket that appears to support the platform.

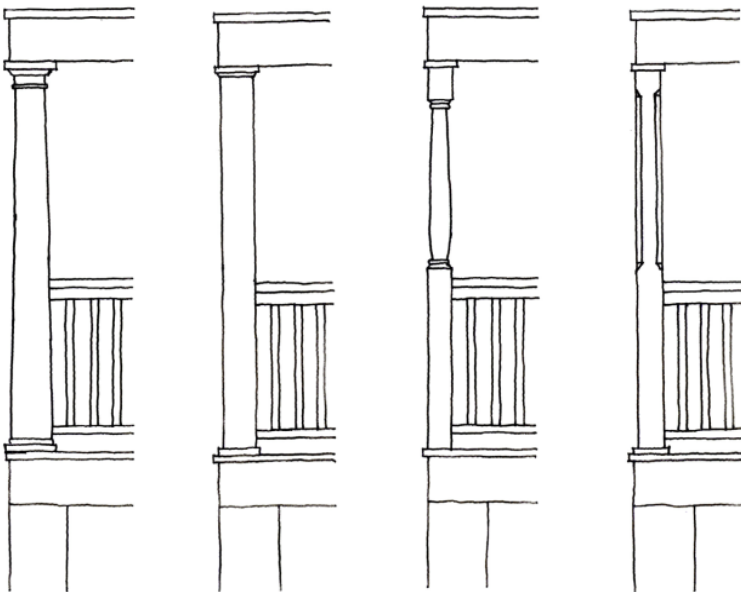
PORCHES, COLUMNS AND GUARDRAILS

Porches are an essential characteristic of the Sweetwater Cove home. A successful and convincing porch design requires attention to the following three components: columns, beams and guardrail.

Columns are the essential defining feature of a porch; the element which distinguishes it from enclosed space. The following rules regarding columns should be observed:

- a. Columns should be of a consistent, repetitive design. In cases where there is an unusually long colonnade (a row of columns), the corner columns may be differentiated, generally shown as being more massive. The spacing between columns should be consistent.
- b. The spacing between columns should be less than the height of the column. In general, the column spacing should be consistent.

Porch Columns



A pre-manufactured column case in a Tuscan or Doric style is appropriate for a more formal, classical house.



A square post clad with finished materials, contrasting with the basic wall finish, is an acceptable way of providing a finished look.

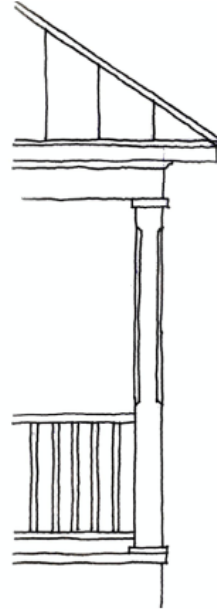
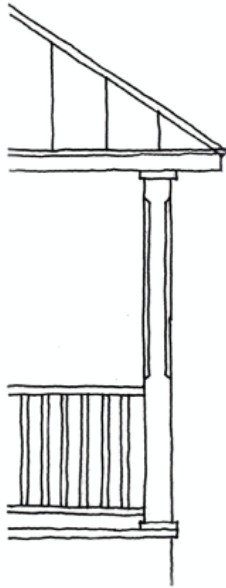


Turned wood posts are appropriate for more decorative styles.

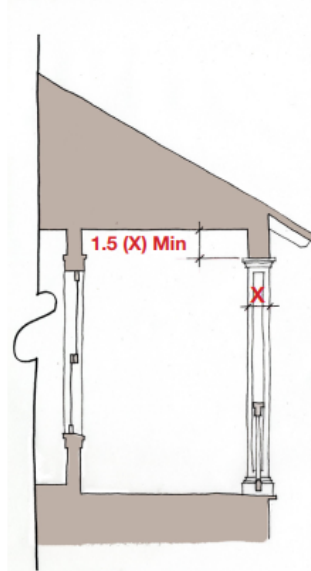
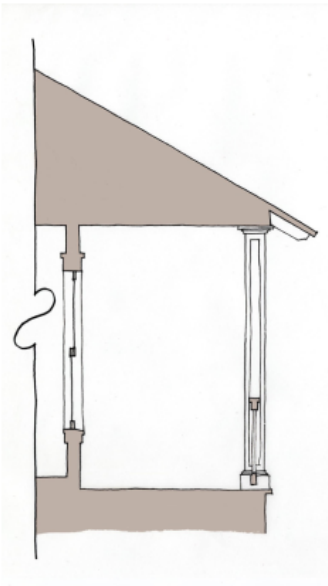


A square post with chamfered edges above the guardrail is appropriate for the simpler, vernacular styles.

Columns may be executed in a variety of styles. In a vernacular house, they may be as simple as a finished square post that has chamfered corners above the guardrail height. In a Victorian style, they are generally a turned post. Classical houses should have columns based on one of the classical orders, which are generally accomplished by using a factory molded cladding. For residential use, especially in this kind of relaxed environment, the simpler orders such as Doric or Tuscan are appropriate; Ionic or Corinthian columns are too formal and ornate and should be avoided. Columns may also be built up by finish cladding around a square post. Whatever the column design is, it should have a clearly expressed base and top, or capital. In simpler designs, the base is optional.



The porch beam is the horizontal element that spans across the tops of the columns. It is very important that a properly proportioned porch beam be incorporated into the porch design. In roofed porches, the porch beam shall read as a separate and distinct element from the roof. The porch beam should be at least as deep as the width of a typical column, preferably about 1-1/2 to 2 times the column width.



In general, the porch beam should be expressed as a “dropped” element, that is, extending below the soffit or ceiling of the porch itself.



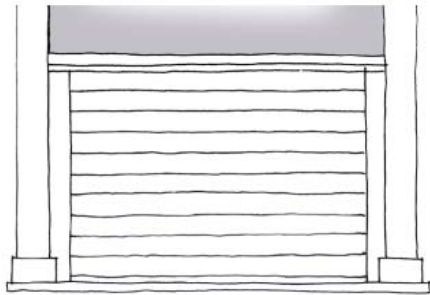
Avoid porch framing with no visible beam dropped below the roof/soffit line.



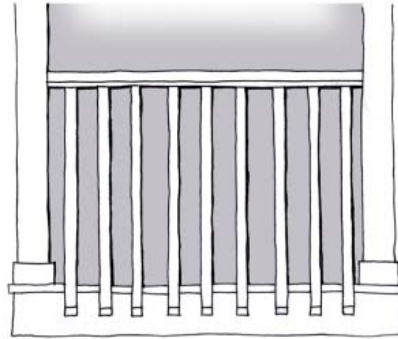
A well proportioned porch should have a substantial beam spanning over the tops of the columns, separate and distinct from the roof eave.

Guardrails must be included in any porch occurring more than 30 inches above grade. Guardrails shall consist of a series of repetitive infill components spanning horizontally or vertically between a lower rail and a top guardrail. They should be intermittently open; generally, about 50% of the overall area should be open. Solid panels or low “pony walls” are not permitted.

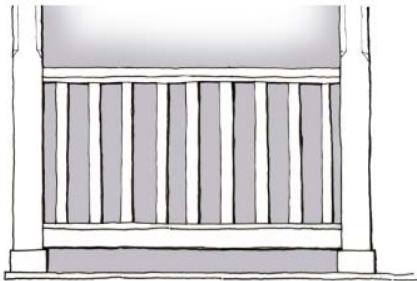
Baluster designs may vary greatly, ranging from simple 2x2 square pickets to turned posts. Flat boards cut into a decorative, repetitive pattern are common in both vernacular and Victorian styles; inventive but simple designs are encouraged.



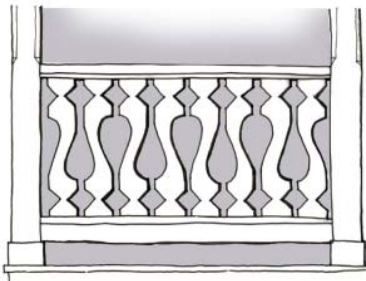
 *Solid pony walls are not permitted for covered porches.*



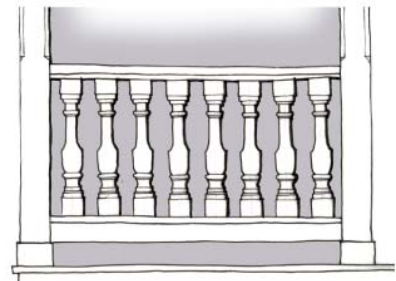
 *The balusters should frame into a bottom rail that spans above the deck level.*



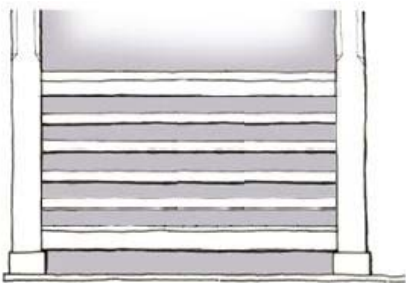
 *A simple guardrail of repetitive 2x2 vertical wood balusters is appropriate for simpler, vernacular styles, but may be used in many styles.*



 *Decorative cutouts in simple wood slats are common in more detailed vernacular as well as Victorian styles.*

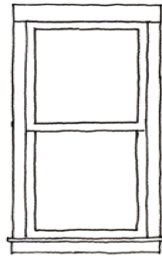


 *Turned wood balusters are appropriate for more formal styles.*

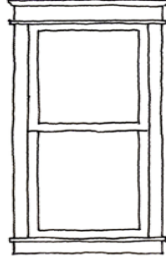


 *Horizontal spanning infill components may be used*

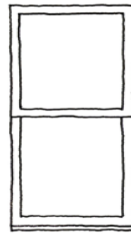
WINDOWS AND DOORS



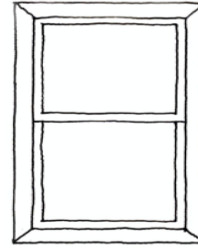
Window trim should articulate a sill element, as well as a header that is deeper than the jambs.



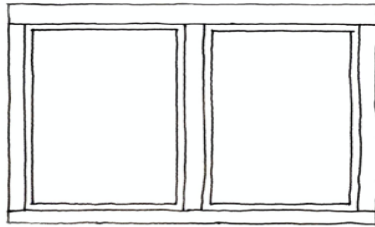
This same principle can be rendered with more ornate moldings in more decorative or more formal styles.



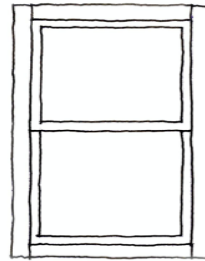
In stucco walls, it is preferable to simply return the stucco to the window frame without articulation, but there should still be a sill expression.



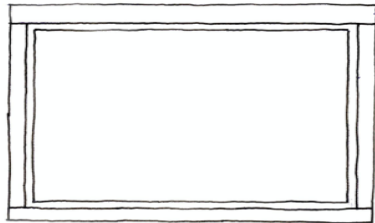
Do not use mitered boards of the same width to trim an opening



Expansive views and greater amounts of glazing may be achieved by mulling together several vertical windows.



The horizontal trim elements should dominate at corners, so that the jambs appear to rest on the sill, and the header appears to rest on the jambs.



Windows shall be vertically proportioned, that is, taller than they are wide.

Windows and Doors shall be made of wood. Other materials that accomplish a similar look (such as vinyl or vinyl clad) may also be used if submitted to and approved by the ARB prior to installation. Windows shall be hurricane proof. Insulated glazing is encouraged, but not required. Divided lites, if used, should be true divided lites rather than snap-in muntins. Windows, doors, and trim should be compatible with the architectural style. Operable windows may be single hung, double hung, or hinged casement.

Any single window should be vertically proportioned, i.e., taller than it is wide, although several windows may be grouped into a horizontal element. Horizontally proportioned windows, preferably of the operable awning type, may be used at clerestories. Approximately 80 percent of all windows should be operable.

Specialty Windows include such shapes as squares, circles, ovals, and fans. They shall be used sparingly, generally only for accent purposes, and are not required to be operable. They shall be of similar materials and construction as the other windows in the house and compatible with the architectural style. No more than 10% of the windows may be Specialty windows.

SHUTTERS, FLOOR HEIGHTS, HEAD HIGHTS, EAVES AND ROOF OVERHANGS

Shutters shall be real, operable units, but, in any case, shall be correctly proportioned to the window opening, i.e., with a width equal to one-half of the window width. Shutters are not permitted on double or triple windows. Rolling shutters, accordion style shutters, and other non-conforming shutter styles are not permitted.

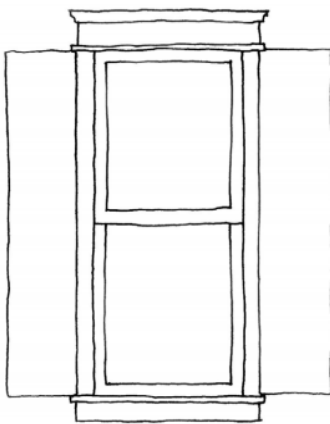
Floor Heights, as measured from the floor substrate to the top of the wall plate (conventional framing dimensions) shall be as follows:

- a. First Floor: 9'-0" minimum.
- b. Second Floor: 8'-0" minimum.
- c. Half stories: 5'-0" minimum at the knee wall.

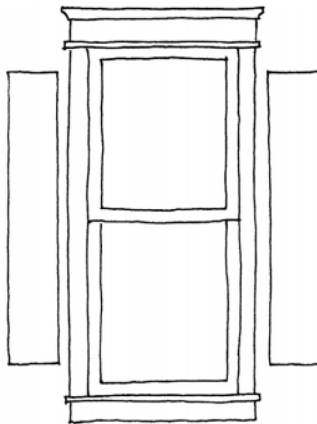
The above heights apply to the occupied floors, i.e., the first floor is the first level above the elevated podium.

Head Heights shall be as follows:

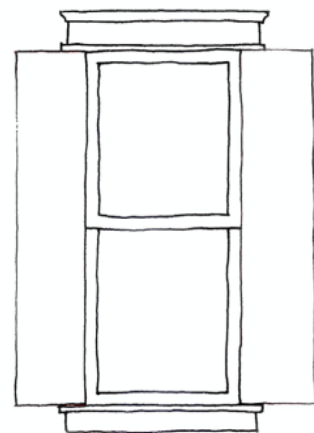
- a. 8'-0" for floor heights of 9'-0" and greater.
- b. 6'-8" for floor heights of less than 9'-0" and half stories.
- c. Specialty windows and transoms may vary.



 These shutters are located beyond the jamb trim and would not hinge properly.



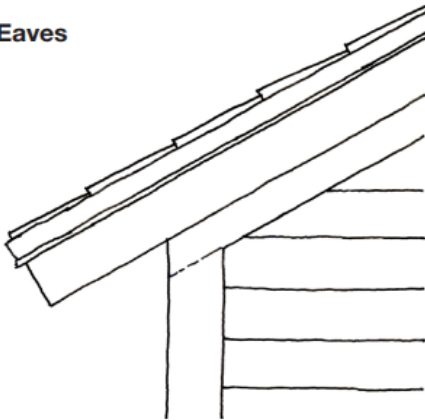
 These shutters are incorrectly proportioned and in the wrong location.



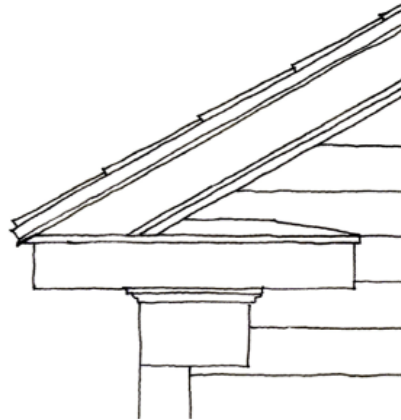
 These shutters are correctly proportioned and appear to hinge at the window jamb.

Eaves And Roof Overhangs: Overhangs are required for all pitched roofs. Eave overhangs shall be 12 inches, minimum, measured horizontally from exterior wall face to end of the rafter. Gable rakes shall overhang a minimum of 8 inches. Soffits and fascia are required.

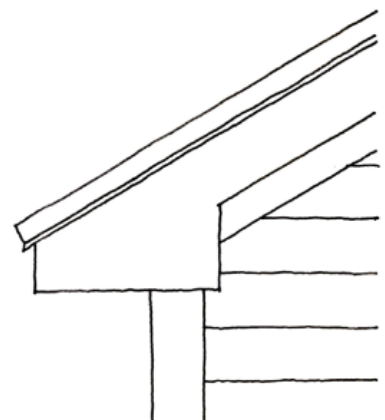
Eaves



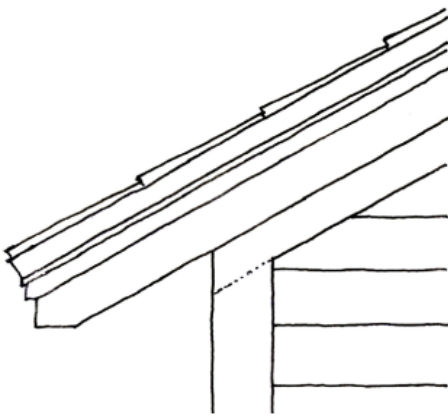
☒ A simple, straight cut rafter is typical of simple vernacular styles.



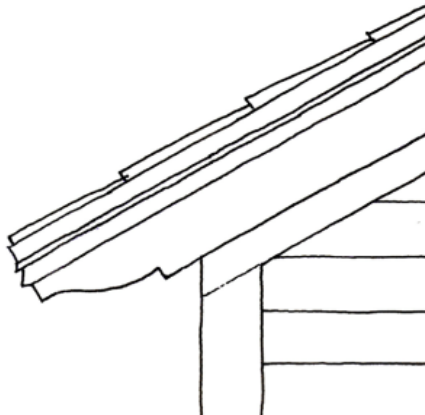
☒ If a flat soffit is desired, the eave should have a horizontal return at all gable ends.



☐ "Pork chop" eaves are not permitted.



☒ For a more finished look, the rafter tails may be plumb cut.

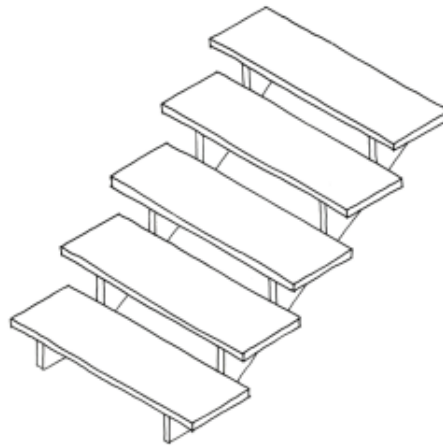
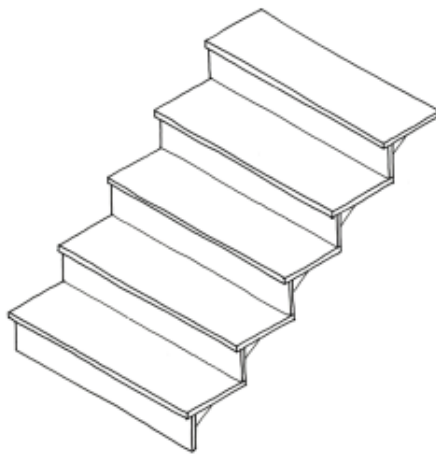


☒ A decorative cut provides a more decorative and finished look to simple, exposed rafter eaves.

Stairs: Exterior stairs should be compatible with the style of the house. In general, the handrail detail should be similar to the porch guardrail. Newel posts may be used, in a compatible with the porch column.

In terms of color, the stairs are considered to be trim work, in other words, the color should match the trim color, which will generally be near-white. The treads may be natural wood or synthetic material such as “Trex”, provided that this matches the porch flooring.

Stairs shall have closed riser faces.

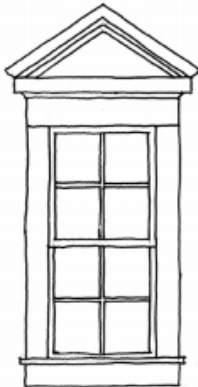


Stairs shall have closed risers.



Open risers are not permitted.

Dormers: A dormer should be conceived as part of the roof, rather than trying to mimic the wall below. Dormers are generally used to provide windows for an upper story that is built within the roof form; the window is the principal reason for the dormer. It should be expressed as framing around a window, and not a short piece of wall with a window in it. The key detail is the jamb, which should be expressed as a single piece of trim, with no siding showing. The dormer roof should have a minimal overhang and should not mimic the typical roof eave or gable detail.

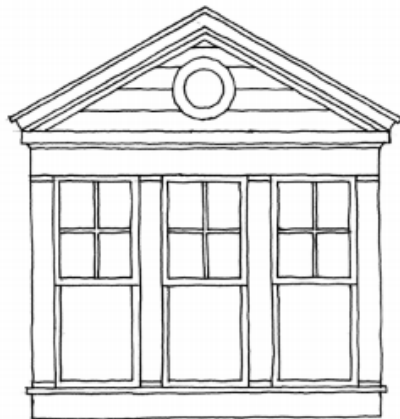


✓ *A dormer should emphasize the window and the surrounding framing.*

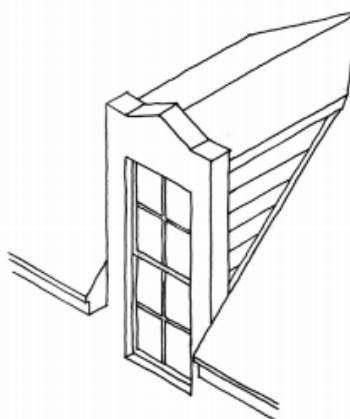


✗ *A dormer should not look like a small piece of a house.*

Since the dormer is essentially framing around a window, it should be proportioned similarly to a window, that is, substantially taller than wide. Dormers may be wide, if they frame around multiple windows, each properly proportioned and mulled together. Such a dormer, however, would tend to be a principal feature of the design of the house rather than a supporting element, so the composition of the house would have to appropriately reflect this.



✓ *A large dormer may be composed of correctly detailed windows and jambs, but should be a featured element in the composition.*



✓ *Half dormers are most appropriate for masonry or stucco walls, and the wall should dominate with a parapet at top.*

Half-dormers, sometimes called wall dormers, are generally used only in masonry construction and are a way of introducing a heavy wall material as a dormer finish that would otherwise look awkward and unnatural when supported by a roof. Since

masonry construction is unlikely and unadvisable on pilings, this type of dormer should be avoided. It may be possible to include half dormers on a house with a stucco finish. If this is done, the wall element should form a parapet, so that the roof and the wall elements are clearly expressed as distinct elements.

MATERIALS & FINISHES

Walls. Exterior walls may be finished with horizontal lap siding of cementitious composition, such as Hardie-siding. Siding designs should be horizontal boards, flush, drop, or lap joints, with maximum 8-inch exposure. Ornamental designs, such as fish-scale patterns, should be limited to accent areas such as gable ends.

Exterior walls may also be finished in stucco or exterior grade plaster. Stucco finishes shall be true three-coat applications. Exterior insulating finish systems (EIFS) are not permitted. An acrylic-based finish coat is highly recommended. Stucco may be smooth finished or have a light and finish. Color should be integrally mixed into the finish coat.

No vinyl or aluminum siding is permitted. Siding must consist of individual boards; pre-manufactured sheets are not permitted. Trim shall be Artisan Hardie Type.

Roofs. Roofs shall feature a natural grey or silver metallic color. Kynar finish is allowed. Paint is prohibited on the roof. Other roof materials such as asphalt shingles, wood shingles, and wood shakes are prohibited. Horizontal seams shall be aligned. Roofs to be standing seam aluminum.

- a. Gutters, if provided, shall be half-round, with round downspouts, and conform to the Color Palette.
- b. Porch ceilings and adjacent soffits may be left as open rafters or may be finished with tongue and groove or beaded boards, or plywood with battens.

Windows. A wood frame or clad “profile” type with a wood look is required with a wide sash construction. Any material other than wood for window framing must be reviewed and approved by the ARB prior to use or installation. Economy aluminum windows are not permitted. False divided lights are not permitted.

Doors. Wood-paneled doors are required for front entrances; they may contain glass lights. Fiberglass doors replicating the appearance of wood may also be used, subject to review and approval by the ARB prior to use or installation.

Trim. Paint grade “B & Better” wood or Hardie plank boards are required. Corner boards and opening trim shall be minimum of 3.5 inches wide, and cornice boards and facias shall be a minimum of 5.5 inches wide.

COLORS

Although a wide range of colors is encouraged in Sweetwater Cove, this does not mean that color choices are unlimited.

- a. The color scheme shall generally consist of a predominant field color and a trim color. The base zone, depending on the composition and style of the house, may wish to match the field color, or may want to establish a distinct contrast. In the latter case, a second predominant color may be considered, but it should be a darker shade of the trim color.
- b. Colors are generally in the neutral range. Neutral is defined here as a color that seems to occur naturally rather than artificially created. Bold primary colors and bright pastels are not permitted.
- c. Black or darker materials (up to 30%) may be approved provided that the majority of the home is white.
- d. Trim color is generally off-white but may have a trace of pigment to harmonize or complement the field color.
- e. Field colors should be in the range of 20% to 40% light reflective. In general, cooler colors are preferred, although earth tones and sand tones may also be used. Blue tones should tend toward the blue-green or blue gray rather than the violet.
- f. Color schemes must be submitted to the ARB for approval at Design Submittal. Approval will generally require the inspection of an actual sample of the color scheme in place. Owners and builders should anticipate this approval process in their schedule.
- g. Gutters can only be white, stainless steel, or copper.

COLOR PALETTE

The following colors can be used as noted

BLUE: USES: siding, doors, and shutters (shutters only when noted with an asterisk*)

Benjamin Moore:

2062-20 Gentlemen's Grey*
2062-60 Blue Hydrangea
2062-70 Harbor Fog
AF-505 Blue Echo
AF-550 Amsterdam
CW-590 Williamsburg Wythe Blue
CW-595 Chesapeake Blue
CW-620 Finely Blue
CW-630 Washington Blue
CW-655 Greenhow Blue
HC-150 Yarmouth Blue
HC-151 Buckland Blue
HC-152 Whipple Blue
HC-159 Philipsburg Blue
HC-156 Van Duesen Blue*
HC-153 Marlboro Blue

Sherwin Williams:

SW 7601 Dockside Blue
SW 7602 Indigo Batik*
SW 7603 Pool house
SW 7604 Smoky Blue
SW 7605 Gale Force*
SW 7609 Georgian Revival Blue
SW 7611 Tranquil Aqua
SW 7612 Mountain Stream
SW 7613 Aqua-Sphere
SW 7614 St. Bart's
SW 7615 Sea Serpent*
SW 7616 Breezy
SW 7617 Mediterranean
SW 7618 Deep Sea Dive
SW 7620 Seaworthy*
SW 7619 Labradorite

BROWN / TAN / TAUPE: USES: siding, doors, and shutters

Benjamin Moore:

Cw-50 Tyler Gray
Cw-65 Gunsmith Gray
Cw-80 Carter Gray
HC-21 Huntington Beige
HC-23 Yorkshire Tan
HC-25 Quincy Tan
HC-45 Shaker Geige
HC-82 Bennington Gray
HC-91 Danville Tan
HC-95 Sag Harbor Gray
HC-98 Providence Olive
HC-99 Abington Putty
HC-107 Gettysburg Gray

Sherwin Williams:

SW 7507 Stone Lion
SW 7508 Tavern Taupe
SW 7633 Taupe Tone
SW 7641 Collonade Gray
SW 7642 Pavestone
SW 7643 Pussywillow
SW 7644 Gateway Gray

GRAY / BLACK: USES: siding, trim, doors, windows, and shutters (shutters only when noted with an asterisk*)

Benjamin Moore:

CW-85 Randolph Gray
CW-690 Bracken Slate
CW-695 Lampblack
CW-715 Bone Black
SW 7651 Front Porch
SW 7652 Mineral Deposit
HC-160 Knoxville Gray
HC-161 Templeton Gray
HC-162 Brewster Gray
HC-163 Duxbury Gray
HC-164 Puritan Gray
HC-165 Boothbay Gray
HC-167 Amherst Gray
HC-169 Coventry Gray
HC-170 Stonington Gray
HC-171 Wickham Gray

Sherwin Williams:

SW 7653 Silverpoint
SW 7621 Silvermist
SW 7625 Mount Etna*
SW 7673 Pewter Cast
SW 7622 Homburg Gray
SW 7654 Lattice
SW 7655 Stamped Concrete
SW 7661 Reflection
SW 7662 Evening Shadow
SW 7663 Monorail Silver
SW 7664 Steely Gray
SW 7665 Wall Street
SW 7671 On the Rocks
SW 7672 Knitting Needles
SW 7624 Slate Tile

GREEN: USES: siding, doors, and shutters (shutters only when noted with an asterisk*)

Benjamin Moore:

HC-100 Gloucester Green
HC-101 Hampshire Gray
HC-103 Cromwell Gray
HC-106 Crowsville Gray
HC-110 Wethersfield Moss
HC-112 Tate Olive
HC-121 Peale Green
HC-122 Great Barrington Green
HC-123 Kennebunkport Green
HC-124 Caldwell Green
HC-125 Cushing Green

HC-127 Fairmont Green
HC-130 Webster Green
HC-157 Narragansett Green*
HC-158 Newburg Green*
CW-470 Timson Green
CW-480 Basset Hall Green
CW-545 Spotswood Tea
CW-555 Goodwin Green
CW-570 Mayo Teal

GREEN Continued

Sherwin Williams:

SW 6177 Softened Green
SW 6178 Clary Sage
SW 6184 Austere Gray
SW 6185 Escape Gray
SW 6186 Dried Thyme
SW 6191 Contented
SW 6192 Coastal Plain
SW 6207 Retreat
SW 6212 Quietude
SW 6213 Halcyon Green
SW 6214 Underseas

WHITE / CREAM

USES: siding, trim, doors, windows, and
shutters

Benjamin Moore:

OC-149 Decorator's White
OC-144 Lancaster White
OC-146 Linen White
OC-151 White
OC-38 Acadia White
AF-20 Mascarpone
AF-25 Paper Mache
SW 7636 Origami White
AF-50 Etiquette
SW 7637 Oyster White
AF-75 Refined
CW-5 Harwood Putty
CW-10 Capitol White
CW-15 Parish White
OC-142 Sail Cloth

Sherwin Williams:

SW 7726 Lemon Verbena
SW 7727 Koi Pond
SW 7728 Green Spout
SW 7741 Willow Tree
SW 7746 Rushing River
SW 7747 Recycled Glass
SW 7748 Green Earth
SW 7551 Greek Villa
SW 7566 Westhighland White
SW 7570 Egret White
SW 7626 Zurich White
SW 7627 White Heron
SW 7628 Windfresh White

RED

USES: doors, and secondary uses by special approval

YELLOW / GOLD

USES: siding and doors

Benjamin Moore:

CW-395 Governor's Gold

CW-400 Damask Yellow

CW-405 Damask Gold

HC-4 Hawthorne Yellow

HC-9 Chestertown Buff

HC-11 Marblehead Gold

HC-12 Concord Ivory

Sherwin Williams:

SW 7681 Tea Light

SW 7683 Buff

SW 7684 Concord Buff

SW 7685 White Raisin

VISIBLE EQUIPMENT

Major mechanical equipment such as condensing units shall be concealed from view. The platform for such equipment should be considered as an integral part of the volume of the house. Obvious afterthought “add-ons” such as cantilevered balconies are not permitted. Elevators should be integral to the home design, and all shafts must be covered by exterior walls.

Wall-mounted exhaust fans shall be kept to an absolute minimum. Wherever possible, exhaust shall be through the roof. If a wall-mounted fan must be used, its location shall be unobtrusive along the side or the rear of the house, and the housing shall be painted to match the exterior wall color.



Cantilevered balconies for the purpose of housing mechanical equipment are not permitted.

No plumbing vents shall occur on any roof plane visible from the front of the house.

Rotary or unitized static roof vents are not permitted. Continuous ridge vents or louvered panels in the gable are the preferred means of attic ventilation.

Dish-type satellite receivers and other shall be located in unobtrusive locations not visible from the front of the house.

Exterior broadcast antennas are not permitted.

Rooftop decoration such as weathervanes, cupolas, spires, etc. can be a positive enhancement to the design and character of the house but should be used with restraint.

YARD ELEMENTS



Pools And Other Amenities. Pools, hot tubs, fountains, sculptures, permanent outdoor kitchens and grills, permanent play equipment, and decorative structures such as trellises, pergolas, and arbors are allowed, but shall be consistent with the design concepts for Sweetwater Cove and shall be



submitted for design review. Pools shall be in-ground. Pools,

hot tubs, fountains, sculptures, permanent outdoor kitchens and grills, and permanent play equipment shall be located to the rear of the house or in a courtyard and screened or located out of public view.

Meters And Equipment Utility meters, satellite dishes, antennae, and other equipment not otherwise mentioned shall be screened or located out of public view to the greatest degree possible.

Hardscape Locations Hardscape is allowed in all locations of a yard. Hardscape shall be minimized within the plantable areas of the setbacks. A maximum of one driveway connection to a street is allowed per lot.

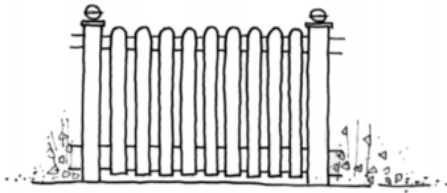
Hardscape Design Driveways connecting to a street shall be a maximum of 24 feet wide within the right-of-way reduced to a maximum of 20' within the property boundaries. Unusually large areas of hardscape shall be broken up with landscape.

Hardscape Materials Hardscape for driveways and walkways that lead to a primary public entrance shall be a modular material brick or finished concrete. Gravel or decomposed granite is allowed for secondary walkways and uses. Colors, style and laying pattern must be approved by ARB.

Any construction after January 2022 must have brick pavers or finished concrete to the concrete foundation under the house.

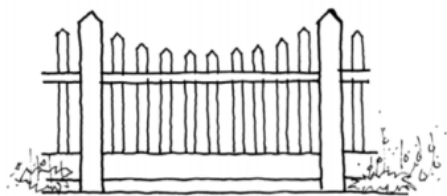


FENCING

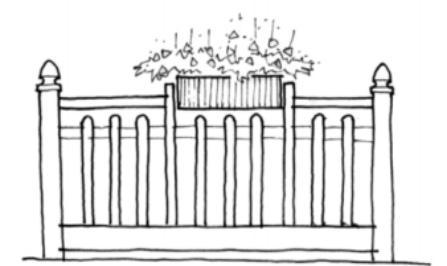


Fencing: Fencing is required for each home at least in the front yard and neighboring sides. If the sides of your home open to the water or wetlands a fence is only mandatory in the front yard.

A fence is a traditional means of articulating public space from private space and shall be incorporated into the front, back, and side yards of each home. Fences may also provide support for vines, a backdrop for flowers, and a means of projecting the architectural style of the building to the street.



Fences in Sweetwater Cove serve two basic purposes: Privacy screens are both high enough and opaque enough to restrict the view of pedestrians into private areas or unsightly elements. These are typically used to screen elements such as mechanical equipment or car parking and may also be used to enclose the space between pilings.



Front yard fences are intended primarily to define the boundary between public and private space and are generally not meant to obscure views or to provide security against determined intruders. They are usually no more than waist-high and are fairly open and transparent.

Privacy fences should be about 6 feet high and may be constructed of wood or masonry. Typical applications would include the enclosure of side and rear yards of single-family

homes and the screening of such elements as dumpsters and mechanical equipment.

Fences are required in the front yard of residences and are encouraged to resemble old fashioned wood picket fences, regardless of if such fences are made of wood, vinyl, or other materials approved by the ARB. Such fences should be in a consistent fashion so that all houses on a block face have a similar fence condition. Picket fences shall be punctuated by vertical wood posts spaced between 6 and 8 feet on center and differentiated from the pickets. Posts may exceed the picket height by up to 12 inches, and decorative finials or moldings are encouraged. Picket panels should be about 36 inches in height and consist of repetitive pickets, predominantly vertical, that leave at least 35% of the area open. Pickets may be nominal 2x2, 1x4, or 1x6 boards. Picket panels should exhibit a variety of designs from house to house and individual expression is encouraged. Paint color shall be white.

BULKHEADS / RETAINING WALLS

Installation, Design, and Maintenance of all bulkheads and/or retaining walls shall be governed and controlled by the provisions of these design guidelines as follows:

(A) **Developer Installed Bulkheads/ Walls**

The Sweetwater Cove Subdivision Site Plan depicts certain bulkhead and wall installations completed (or to be completed) by the Developer ("DIB ,herein). The design, materials, and installations of DIB have been reviewed and engineered for their respective placements, based upon geotechnical data and support considerations, which have been calculated and incorporated into the Sweetwater Cove Bulkhead Plan, approved for installation by the Project Engineers and the City. The DIB shall be maintained and repaired in accordance with the specific specifications and Plans, which shall be provided to each property owner, according to the relevance to each affected lot. Material changes to the DIB will not be permissible without express written review and consent of the Sweetwater Cove ARB and shall additionally require a building permit from the City of Galveston. Proposed materials or installations, which are inconsistent with adjoining property owners' installations will not be permitted

(B) **DIB Maintenance** shall be performed as necessary, from time to time by each affected property owner. The ARB shall be the sole and final determinant of "necessary maintenance" of bulkhead/ retaining walls and shall notify owners with written notice specifying the required maintenance action.

(C) **DIB Shall Be** depicted specifically on the survey exhibit for each lot affected as well as the surveyed location of tie-back and subterranean "dead-man" features Property owners shall not install any facility or object which could damage or affect the physical integrity or function of tie-back and anchoring features

(D) **Upon Notice** by the ARB of "necessary maintenance" to a property owner, such "notified owner" shall provide a maintenance performance schedule for the ARB within 30 days of notice. In the event the notified owner shall not conduct the required maintenance, the HOA and/or the Galveston County MUD 76 may perform the required maintenance on its own initiative and the owner shall be assessed for the costs (including reasonable attorney's fees) incurred by the entity in question as provided in the by-laws of the HOA or the regulations of the MUD 76.

DOCKS AND PIERS

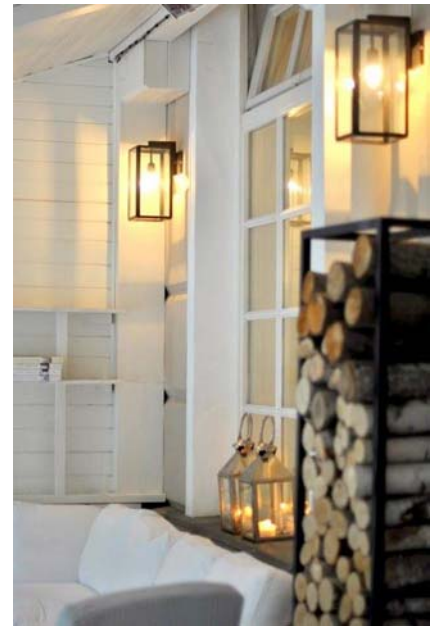
Homeowners with waterfront lots may construct docks or piers extending from their lot. All docks and piers must comply with government regulations. ARB approval for the construction of docks and/or piers is subject to the homeowner obtaining permits to construct said docks and/or piers from all regulatory authorities with jurisdiction over such matters.

- a. Docks and piers must be properly maintained.
- b. Damage from tidal activity or storms must be repaired within 30 days of the damage occurring. If docks or piers exist in a state of disrepair for more than 30 days, the HOA shall have the right to perform repairs or demolish the dock or pier, at its discretion. The cost of repair or demolition under this section shall be borne by the Homeowner.
- c. Docks and piers must be constructed such that they are centered in the property line of the lot adjacent to the water.
- d. Docks and piers extending more than 20' from the lot must be parallel to 8-mile road.
- e. Permanent improvements, such as rails and benches, must comply with other sections of this Pattern Book.
- f. Furniture or equipment of any kind shall not be stored on docks and piers.

LIGHTING

Exterior lighting is required for all buildings and must conform to Lighting Standards, which are outlined below and may be updated from time to time in the Community's construction rules.

- a. Exterior light fixtures for residences shall have conventional incandescent lamps of 40 watts or less, or halogen lamps of 20 watts or less.
- b. Lights shall be placed so that they do not shine directly at neighbors.
- c. Porches, sun decks, and exterior stairs shall have light fixtures that are on a photocell control.
- d. Entries from the street or sidewalk shall have at least one "mushroom" light fixture, placed so that it casts light on both the sidewalk and the path. These lights shall have a photocell control.



Shape And Placement:

- a. Only downcast shielded fixtures will be allowed to reduce glare and light pollution.
- b. Fully shielded is required when the light is not enclosed or under an overhang.
- c. Partially Shielded fixtures may be used for porch lights.
- d. Spotlights and floodlights may only be used with approval from the Board.

Lumens and wattage:

- a. LED: Nothing over 850 lumens or 9-10 watts
- b. CFL: Nothing over 850 lumens or 13-14 watts
- c. Incandescent: Nothing over 850 lumens or 60 watts
- d. Halogen: Nothing over 850 lumens or 43 watts

Method of Action:

- a. Lights may be on a timer, photocell, or motion activated.
- b. All exterior security lighting must be on motion sensors to prevent light pollution and glare.

EXCEPTION: Security lighting, spotlights, and floodlights, may have lamps with a maximum of 2600 lumens, but they must be on motion sensors with downcast fully shielded fixtures.

SIGNAGE

All the signage in Sweetwater Cove shall fall into one of the following categories:

- a. Address Numbers, which shall have numbers that are each a minimum of 4" tall and be unobstructed and visible from the Front Yard and must be painted an approved color not matching the color of the house so it may be visible from the road.
- b. Temporary Signage no political, offensive, or solicitous signs allowed. Only For Lease and For Sale signs are allowed while actively on market.
- c. Project Identification Signage
- d. Vehicular Directional and Control Signage
- e. Pedestrian Wayfinding and Information Signage

Individual homeowners will be permitted signage in the first two categories only.

LANDSCAPING

The natural environment of Sweetwater Cove is a combination of coastal prairie and tidal wetlands. This environment is characterized by hot, humid conditions with frequent heavy rains. The close proximity to salt water can be hard on plant materials that are not suited to these conditions. The intent of these standards is to encourage plant species best suited to this environment and to establish a minimum standard of landscape treatment.

A landscape and a sprinkler system plan should be included with the design review submittals, as described in this Design Guideline

Pattern Book. The landscape plan shall contain sufficient detail to identify the location, size, and species of all plant materials, and demonstrate compliance with the requirements listed below.

Specifically, the landscape design shall comply with the following requirements:

- a. The plant materials should be selected from the “List of Recommended Plant Materials” included in this section.
- b. Other plant materials may be considered, but priority should be given to the recommended plants.
- c. At least 2 trees shall be planted within the lot’s primary frontage, and no trees with maturity over 6’ shall be planted in the view corridors (typically the side yards).
- d. The use of ornamental grasses and ground covers is encouraged as a field material for planting beds.
- e. Mulch to a depth of 3 to 4 inches should be maintained on all planting beds.
- f. Landscaping shall not be overdone so as to substantially obstruct the structure. Excessive use of fast-growing trees will not be permitted.
- g. The landscaping is intended to play a supporting role in highlighting and enhancing the architectural design. Trees with a maturity of over 50 feet in height or 30 feet in width shall not be permitted.



Lawn Areas All yard areas within public view that are not paved or planted beds are to be solid sodded with St. Augustine or hybrid grass. Lawns shall be properly mowed and edged to a height not to exceed 3 inches.

SITEWORK

Planting bed edging is not required but is encouraged for appearance and maintenance purposes. Acceptable edging materials include Ryerson steel, brick, and stone of at least 4" minimum width. Plastic edging, loose brick, corrugated metal, concrete scallops, or railroad ties are not acceptable. Beds may be rectilinear or curvilinear with smooth curves or consistent radii.

Irrigation All landscape areas shall be provided with irrigation. An irrigation system with automatic pop-up valves or broadcast spray heads is required. Pop-up spray heads should be spaced a maximum of 20 feet apart. Bed areas may use drip irrigation. The irrigation plan shall be submitted for ARB approval.

Maintenance The landowners are responsible for the maintenance of all landscaping within their property and on abutting rights-of-way. Maintenance shall include the following:

- a. Removal of trash and debris.
- b. Mowing lawn areas.
- c. Maintaining irrigation system in proper working order.
- d. Trimming hedges.
- e. Pruning trees.
- f. Prompt replacement of any dead or diseased plant material.
- g. Fertilizing and mulching on a regular schedule.
- h. Maintaining signage and lighting.

RECOMMENDED PLANT MATERIALS

The following is a list of plant materials considered appropriate for Sweetwater Cove. Priority shall be given to these materials. Other materials may be considered but must be approved by the ARB. Italian cypress, juniper (other than ground cover varieties), yucca, cactus, and bamboo are not in character for this ecosystem and will not be approved.



Shade Trees

<u>Common Name</u>	<u>Genus and Species</u>
Live Oak	<i>Quercus virginiana</i>
Water Oak	<i>Quercus nigra</i>
Willow Oak	<i>Quercus phellos</i>
Texas Honey Locust	<i>Gleditsia x texana</i> Sargent
Green Ash	<i>Fraxinus pennsylvanica</i>
Chinese Pistache	<i>Pistacia chinensis</i>
American Sycamore	<i>Plantanus occidentalis</i>
Bald Cypress	<i>Taxodium distichum</i>
Savannah Holly	<i>Ilex opaca</i> var. <i>savannah</i>
Pindo Palm	<i>Butia capitata</i>
Canary Island Date Palm	<i>Phoenix carariensis</i>
Coconut Palm	<i>Cocos nucifera</i>
Florida Sabal Palm	<i>Sabal palmetto</i>
Texas Sabal Palm	<i>Sabal texana</i>
Royal Palm	<i>Roystonea elata</i>

Ornamental Trees

<u>Common Name</u>	<u>Genus and Species</u>
Crape Myrtle	<i>Lagerstroemia indica</i>
Loquat	<i>Eriobotrya japonica</i>
Mimosa	<i>Albizia julibrissin</i>
Japanese Black Pine	<i>Pinus thunbergiana</i>
River Birch	<i>Betula nigra</i>
Natal Plum	<i>Carissa macrocarpa</i>
Southern Wax Myrtle	<i>Myrica cerifera</i>
Vitex	<i>Vitex agnus castus</i>
Yaupon Holly	<i>Ilex vomitoria</i>

Ornamental Grasses

<u>Common Name</u>	<u>Genus and Species</u>
Beard grass	<i>Andropogon gerardii</i>
Fountain grass	<i>Pennisetum rueppellii</i>
Japanese blood grass	<i>Imperata cylindrical</i> 'Rubra'
Muhly grass	<i>Muehlenbergia lindheimeri</i>
Pampas grass	<i>Cortaderia selloana</i>
Purple autumn grass	<i>Miscanthus sinensis</i>
Purple lovegrass	<i>Eragrostis spectabilis</i>
Sand lovegrass	<i>Eragrostis trichocolea</i>
Sideoats gamma	<i>Bouteloua curtipendula</i>
Weeping lovegrass	<i>Eragrostis curvala</i>
Zebra grass	<i>Miscanthus senensis</i>
Synthetic Grass	20 mm to 30 mm pile height.

Vines and Ground Covers

<u>Common Name</u>	<u>Genus and Species</u>
Asiatic jasmine	<i>Trachelospermum asiaticum</i>
Boston ivy	<i>Parthenocissus tricuspidata</i>
Bougainvillea	<i>Bougainvillea</i> "Barbara
Carolina jessamine	<i>Gelsemium sempervirens</i>
Cape honeysuckle	<i>Tecomaria capensis</i>
Confederate jasmine	<i>Trachelospermum</i>
Coral honeysuckle	<i>Lonicera sempervirens</i>
Coral vine	<i>Antigonon leptopus</i>
English ivy	<i>Hedera helix</i> 'Zebrinus'
Fig ivy	<i>Ficus pumila</i> (repens)
Japanese honeysuckle	<i>Lonicera japonica chinensis</i>
Lantana (trailing)	<i>Lantana sellowiana</i>
Liriope	<i>Liriope muscari</i>
Passion vine	<i>Pasiflora caerulea</i>
Shore juniper	<i>Juniperus conferta</i>
Trumpet vine	<i>Camsis radicans</i> 'Madam
Verbena (Blue Princess)	<i>Verbena X hybrida</i> Blue
Verbena (Perennial)	<i>Perennial</i> sp.
Virginia creeper	<i>Parthenocissus uinquefolia</i>
Wandering jew	<i>Zebrina pendula</i>

Shrubs

Common Name	Genus and Species	Common Name	Genus and Species
Abelia	<i>Abelia grandiflora</i>	Mock orange	<i>Philadelphus coronarius</i>
African iris	<i>Dietes iridioides</i>	Nandina, harbour dwarf	<i>Nandina domestica</i>
Aralia or Fatsia	<i>Fatsia japonica</i>	gulf stream, nana	<i>compacta</i>
American holly	<i>Ilex opaca</i>	Natal plum	<i>Carissa macrocarpa</i>
Autumn sage	<i>Salvia greggii</i>	Oleander	<i>Nerium oleander</i>
Azalea	<i>Azalea indica</i>	Pavonia	<i>Pavonia lasiopetala</i>
Banana plant	<i>Musa sp.</i>	Pittosporum (green)	<i>Pittosporum tobira</i>
Barberry	<i>Berberis thunbergii</i>	Pittosporum (variegated)	<i>Pittosporum tobira variegata</i>
	<i>atropurpurea</i>	Plumbago	<i>Plumbago auriculata</i>
Barbados cherry	<i>Malpighia glabra</i>	Pomegranate	<i>Punica granatum</i>
Bird of paradise	<i>Poinciana gilliesii</i>	Possumshaw	<i>Ilex dicidua</i>
Bottlebrush	<i>Callistemon viminalis</i>	Redbud	<i>Ceris sp.</i>
Butterfly bush	<i>Buddleia alternifolia</i>	Rose of Sharon (Althea)	<i>Hibiscus syriacus</i>
Bridal wreath spirea	<i>Spirea cantoniensis</i>	Sago palm	<i>Cycas revoluta</i>
Burford holly	<i>Ilex cornuta burfordii</i>	Texas mountain laurel	<i>Sophora secundiflora</i>
California fan palm	<i>Washingtonia filifera</i>	Texas palmetto	<i>Sabal texana</i>
Cherry laurel	<i>Prunus caroliniana</i>	Texas silverleaf (sage)	<i>Leucophyllum frutescens</i>
Crape myrtle	<i>Lagerstroemia indica</i>	Vitex	<i>Vitex agnus-castus</i>
Columbine (Hinckley's	<i>Aquilegia chrysantha</i>	Waxleaf ligustrum	<i>Ligustrum japonilum</i>
Texas Gold)	<i>hinckleyana</i>	Windmill palm	<i>Trachycarpus fortunei</i>
Coralbean	<i>Erythrina herbacea</i>	Yaupon holly	<i>Ilex vomitoria</i>
Dwarf burford holly	<i>Ilex cornuta rotunda burfordii</i>		
Dwarf Chinese holly	<i>Ilex cornuta rotunda</i>		
Dwarf palmetto	<i>Sabal minor</i>		
Dwarf pittosporum	<i>Pittosporum tobira wheeleri</i>		
Dwarf yaupon holly	<i>Ilex vomitoria nana</i>		
Esperanza (Gold Star)	<i>Tecoma stans</i>		
Feijoa or Strawberry guava	<i>Feijoa sellowiana</i>		
Firebush	<i>Hamelia patens</i>		
Flowering quince	<i>Chaenomeles japonica</i>		
Glossy privet	<i>Ligustrum lucidum</i>		
Indian hawthorne	<i>Raphiolepis indica</i>		
Japanese yew	<i>Podocarpus macrophylla</i>		
Japanese boxwood	<i>Buxus japonica</i>		
Kumquat	<i>Fortunella sp.</i>		
Mexican sage	<i>Salvia leucantha</i>		

CONSTRUCTION ACTIVITY

A construction staging plan shall be submitted for approval by the ARB prior to the commencement of construction. In general, all construction-related activities must be confined to the site and shall minimize disruption to any adjacent activities. Below are the days and times that are approved for onsite construction:

M-F from 7am to 6pm. Piles can be driven from 9am to 5pm, M-F only.

Saturday from 8am to 2pm

No construction on Sundays or major holidays

- a. Presidents Day
- b. Memorial Day
- c. Juneteenth
- d. Independence Day
- e. Labor Day
- f. Halloween
- g. Thanksgiving
- h. Christmas Eve, Christmas Day
- i. New Year's Eve, New Years

The plan must address the following elements:

- a. Location of temporary facilities and contractor parking.
- b. Site access and deliveries of materials.
- c. Construction materials storage and staging areas.
- d. Protection of trees and existing landscaping.
- e. Must have a 6-foot construction fence.
- f. Signage.
 - a. Contractor's Sign, measuring no larger than 4X6, shall be installed prior to the start of the clearing and grading. The sign shall remain properly installed throughout construction. Contractor shall submit their proposed construction sign with the construction plans for approval by the Association prior to the installation of the sign on the Lot and commencement of construction. The sign shall contain contact information for the company and or individual builder. This sign shall also show a clear address and LOT/BLOCK number for the site and have the City Building Permits placed on the sign. **Subcontractor or vendor advertising signs are prohibited.**

TRASH AND DEBRIS

- a. Site is to be maintained in a clean and orderly condition by controlling and removing trash and debris.
- b. Streets are to be maintained in a clean condition. They should be swept and cleaned weekly, more often, if necessary, to keep road surfaces free of dirt and debris.
- c. No dumping of trash or debris is permitted on adjacent properties or within the right-of-way. Under no circumstances shall these areas be used as “wash-out” areas.

TREE PRESERVATION

- a. All reasonable efforts shall be made to preserve existing mature trees that are shown on plans as remaining in place. Construction fencing shall be placed at the dripline of the tree to prevent the storage of material, grading of dirt, or parking of construction equipment and vehicles.
- b. Any preserved tree that dies within three years after completion of construction shall be removed and replaced with new tree(s) of equivalent caliper inches. Different species may be considered, subject to the approval of the ARB.

DESIGN REVIEW

A. Authority of The Architectural Review Board

The Architectural Review Board (ARB) derives its authority from the Master Declaration of Covenants, Conditions, and Restrictions for Sweetwater Cove.

The ARB or its designated agent shall be responsible for reviewing all construction and alterations in Sweetwater Cove for compliance with the Design Guidelines / Pattern Book.

B. Function of The ARB

To encourage the architectural harmony of Sweetwater Cove, the developer and all property owners are bound by the provisions of the governing documents. To that end, no structure or improvement shall be erected or altered until the approvals described in this document have been obtained.

C. Scope of Responsibility

The ARB has the right to exercise certain controls over all construction in Sweetwater Cove, along with the appropriate governmental entities. The ARB will also review all alterations and modifications to structures and improvements (even after the initial is complete), including but not limited to painting, renovations, and landscaping.

D. Enforcing Powers

Should a violation occur, the ARB has the right to injunctive relief, which requires the owner to stop, remove, and/or alter any improvements determined to be in violation of the Code. Approval by the ARB does not relieve an owner of his/ her/their obligation to obtain any required governmental approvals. If such approvals are required and not obtained by the owner, the ARB and/or the applicable government agency may take whatever actions are necessary as a result.

The ARB may, at its discretion, designate a Town Architect in order to ensure compliance with the intent of the Code.

E. Limitations of Responsibility

The primary goal of the ARB is to review the submitted applications in order to determine if the proposed construction conforms to the Code. The ARB does not assume responsibility for the following:

1. The structural adequacy, capacity, or safety features of the structure and/or improvement.

2. non-compatible or unstable soil conditions, soil erosion, etc.
3. Compliance with any or all building codes, safety requirements, and governmental laws, regulations or ordinances; and
4. The performance or quality of work of any contractor.

F. Review

The role of design review during the initial build-out of Sweetwater Cove is assigned to the ARB. Review Fees: Review fees are required by the ARB, depending on the nature of the application.

G. Review Policy

The ARB reviews the submission and either grants approval, approval with conditions, or denies approval. The owner is notified of the decision in writing and/or drawings within 30 days from the date of receipt. The ARB may, at their discretion, extend the review period for an additional 30 days and will notify the owner within the first 30 days of his intent to do so. In any case, the owner will receive a response within a specified time. One set of plans will be returned with comments. The ARB may deny approval because the application is incomplete or inadequate. If approval is not granted, a revised application addressing the deficiencies needs to be submitted. If the application is denied approval, a formal appeal may be in writing to the ARB.

H. Application Withdrawal

The withdrawal of an application may be made without prejudice.

I. Variances

All variance requests pertaining to the Code must be made in writing. Any variance granted shall be considered unique and will not set precedence for future decisions.

J. Approval of Builders

All builders must be approved by the ARB to build in Sweetwater.

K. Construction Inspection

Periodic inspections may be made by the ARB while construction is in progress to determine compliance with the approved plans and specifications. The ARB is empowered to enforce the policies as set forth in the Governing Documents by any action, including an action in a court of law, to ensure its compliance.

L. Waiver and Additional Requirements

The Code has been adopted to assist the owners in connection with the design review

procedure. However, the ARB has the right to waive certain submission or Code requirements, for various reasons, including architectural merit or demonstrated hardship.

Note that all requirements of the ARB are individual and in addition to any other approvals required by the City of Galveston and any other applicable jurisdictions.

DESIGN REVIEW PROCEDURES

Step 1: Documents

In order to proceed, you should have reviewed the following documents:

- a. The Sweetwater Register.
- b. The Master Declaration of Covenants, Conditions, and Restrictions for Sweetwater, along with the exhibits to those documents (hereinafter referred to as the “Governing Documents”).
- c. The Design Review Procedure (this document).

Collectively, the above list of documents shall be referred to herein as “the Code.”

All submittals shall be made electronically and submitted with CC to all:

- Dustin Donnell: ddonnell@seamlesslp.com
- Brittnei Gualandri: Brittnei@rappmanagement.com

Compliance Fee: \$3,500.00 payable to Seamless Sweetwater Cove LLC at:

Seamless Sweetwater Cove, LLC c/o Rapp Management Co.
621 21st St. #101
Galveston, TX 77550

Step 2: Sketch Review

This review is intended to establish whether the plans reflect the correct interpretation of the design intent. The ARB will stamp the drawings upon approval. The following are required submittals:

- a. Form A: Sketch Review Application
- b. Schematic Design Drawings as follows:
 - a. Site Plat at scale of $1/16'' = 1'$ (or larger,) showing the following:
- c. North arrow,
- d. Property lines and setbacks with dimensions,
- e. Building footprints with entries, porches and balconies delineated and overhangs shown as dashed lines,
- f. Location of parking on-site,
- g. Drives and walks, with dimensions of each, and
- h. Existing trees with trunk diameter and canopy dimensions.
 - a. Elevations at a scale of $1/8'' = 1'$ or $1/4'' = 1'$, showing the following:
 - i. Porches, balconies, doors, windows, and exterior stairs,

- j. Principal materials rendered and specified,
- k. Height of each floor, eave, and maximum height in relation to ground level, and roof pitch.
- l. Variances: If there are any variances to the Code, submit a description of them, along with the proposed justification for the same based on merit or hardship.

Resubmittal:

Any application that is rejected must be resubmitted after appropriate corrections are made.

Resubmittal requirements:

- a. Original Form A.
- b. Revised Drawings, same list as required for Sketch review

Step 3: Construction and Site Review

This review checks the construction documents for compliance with the Code and verifies that recommendations made at the sketch review have been incorporated. Conformity to applicable local regulations and building codes is your responsibility, along with that of your architect or builder.

The following submittals are required:

- a. Approved Sketch Review Application.
- b. Copies of all necessary governmental approvals. Including a building permit from the City of Galveston.
- c. Construction Document Review Applications, (Form B)
- d. Material and Finishes List, (Form C)
- e. Construction Documents, as outlined below:
 - 1. Site Plan at scale of $1/16'' = 1'$ (or larger,) showing the following:
 - a. North arrow,
 - b. Property lines and setbacks with dimensions,
 - c. Building footprints with entries, porches, and balconies delineated and overhangs shown as dashed lines
 - d. Location of parking on-site
 - e. Drives and walks, with dimensions of each
 - f. Existing trees with trunk diameter and canopy dimensions.
 - g. Fencing
 - 2. Floor Plans at a scale of $1/4'' = 1'$, showing the following:
 - a. Rooms dimensioned and uses labeled,
 - b. All windows and doors with swings shown,

- c. All overhangs of floors and roofs as dashed lines,
- d. Overall dimensions, and
- e. Total square footage (enclosed and porches shown separately).

3. Elevations at a scale of $1/4" = 1'$, showing the following:

- a. Porches, balconies, doors, windows, and exterior stairs,
- b. Principal materials rendered and specified,
- c. Height of each floor, eave, and maximum height in relation to ground level, and Roof pitch.

4. Details at a scale of $3/4" = 1'$ or $1-1/2" = 1'$, showing the following:

- a. Water table (if any),
- b. Eaves,
- c. Doors and window surrounds,
- d. Porches, and
- e. Others as required in the ARB Approval or any governmental approvals.

5. Landscape and Irrigation Plan: A sketch plan is required for approval prior to Construction Documents Review or sixty days prior to occupancy.

6. Variances: If there are any variances that have been granted from the Code, written evidence of such variance shall be included.

Exterior color to be submitted with this review.

Resubmittal:

Any application that is rejected must be resubmitted after appropriate corrections are made.

Resubmittal requirements.

- a. Original Form A.
- b. Revised Drawings, same list as required for Construction Documents Review

Step 4: Construction Phase

Upon placement of the foundation (pilings and/or slab), all homes must provide a foundation survey for review by the ARB. Such survey shall be submitted within 30 days of such foundation being established.

Step 5: Minor Change

It is anticipated that owners may wish to make improvements or modifications to approved plans during construction. To do so, submit the following:

- a. Forms D: Minor Change/ Modification Application,
- b. Applicable drawings as necessary to describe the modifications,
- c. Minor change fee: \$150.00.
- d. Certificate of Occupancy

A minor change may be executed upon receipt of approval from all necessary government agencies and approval of the Minor Change Application by the ARB.

Step 5: Final Inspection

Upon completion of construction, submit the following:

- a. Form E: Final Inspection Application (Final inspection fee: \$500.00)
- b. Proof of Insurance
- c. City of Galveston approved Certificate of Occupancy
- d. Copy of As-Built Survey

Please call or e-mail form to schedule a final inspection. This must be completed prior to closing. Allow (7) days for a final inspection.

FUTURE MODIFICATION MINOR CHANGE

Future Modifications. Any additions, alterations, or modifications made after the Final Inspection that alter the exterior appearance shall be submitted for review and approval. This includes any structural modifications, re-painting of the exterior, re-roofing, or substantial changes to the landscaping. The following shall be submitted:

- a. Form D: Minor Change/Modification Application
- b. Applicable drawings as necessary to describe the modifications, including color or finish samples, as applicable.
- c. Exterior change fee: \$200.00
- d. If a Modification Application includes any structural modifications, an additional \$500 change fee shall apply.

In cases of substantial remodeling, ARB may, upon review of the application, determine that a full construction review (requiring Steps 3 through 6) is warranted. In such cases, ARB will respond accordingly to the exterior change application, which will constitute the Sketch Review (Step 2) of the review process, and a full construction review shall have additional fees.

Builder Applications

- a. Form F contains a Builder Application Form, which must be submitted and reviewed in advance of any Builder being approved for construction in the Community.

Construction Policies/ Enforcement

- a. Form G contains the current Construction Rules and methods of enforcement. This document must be signed and submitted with construction plans prior to approval.

FORMS

FORM A: SKETCH REVIEW APPLICATION

Lot: _____ Approved: _____

Signature: _____ Date: _____ Conditional Approval: _____

Owner: _____ Disapproved: _____

Address: _____ Comments: _____

Phone: _____ Fax: _____

E-Mail: _____

Architect/Designer: _____

Address: _____
Phone: _____ Fax: _____
E-Mail: _____
Builder (if selected): _____
Address: _____
Phone: _____ Fax: _____
E-Mail: _____

Review and approval of any application may be made on the basis of aesthetic considerations only, the ARB shall not bear any responsibility for ensuring the structural integrity or soundness of approved plans or construction, nor for ensuring compliance with building codes and other governmental requirements, nor for ensuring that all design or aesthetically pleasing or otherwise acceptable to neighboring property owners.

Reviewer's Initials and Date

ARB Signature and Date

REQUIRED:

1. Three sets of the following drawings are to be submitted:

☐ Site Plan

☐ Elevations

☐ Floor Plans

FORM B: CONSTRUCTION APPLICATION

Lot: _____ Approved: _____

Signature: _____ Date: _____ Conditional Approval: _____

Owner: _____ Disapproved: _____

Address: _____ Comments: _____

Phone: _____ Fax: _____

E-Mail: _____

Architect/Designer: _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____

Builder (if selected): _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____

Review and approval of any application may be made on the basis of aesthetic considerations only, the ARB shall not bear any responsibility for ensuring the structural integrity or soundness of approved plans or construction, nor for ensuring compliance with building codes and other governmental requirements, nor for ensuring that all design or aesthetically pleasing or otherwise acceptable to neighboring property owners.

Reviewer's Initials and Date

ARB Signature and Date

REQUIRED:

1. Three sets of the following drawings are to be submitted:

- ☐ Form A
- ☐ Form C
- ☐ Floor Plans

2. Three sets of the following drawings are to be submitted:

- ☐ Site Plan
- ☐ Details
- ☐ Floor Plan
- ☐ Landscape Plan
- ☐ Elevations

FORM C: MATERIALS & FINISHES LIST

Lot: _____ Landscape Plans must be included with this form.

Identify the proposed materials and colors as noted blow. This completed form is to be part of the
Include pertinent information or samples, such as Construction Document Review Application. photographs or cut
sheets, manufacturer and product **Before exterior materials are applied, the ARB requires an**
number. Include color samples for all painted, stained, **on-site sample (paint, roof, etc.) for approval. Please give (3)**
or factory-colored materials. **three days notice for this viewing. Requests must be made**

Element	Description (manufacturer, product#)	Sample is ready for viewing _____ Date _____
Window:	_____	
Driveway:	_____	
Walks:	_____	
Garage Door:	_____	
Fence:	_____	
Fence Gates:	_____	
Lighting:	_____	
Deck:	_____	
Roofing:	_____	
Shutters:	_____	
Exterior Material:	_____ _____ _____	
Exterior Color:	_____	
Trim Material:	_____	
Trim Color:	_____	

FORM D: MINOR CHANGE / MODIFICATION APPLICATION

Lot: _____
Approved: _____

Signature: _____ Date: _____ Conditional
Approval: _____

Owner: _____
Disapproved: _____

Address: _____
Comments: _____

Phone: _____ Fax: _____

E-Mail: _____

Builder: _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____

Review and approval of any application may be made on the basis of aesthetic considerations only, the ARB shall not bear any responsibility for ensuring the structural integrity or soundness of approved plans or construction, nor for ensuring compliance with building codes and other governmental requirements, nor for ensuring that all design or aesthetically pleasing or otherwise acceptable to neighboring property owners.

Reviewer's Initials and Date

ARB Signature and Date

REQUIRED:

1. Three sets of the following drawings are to be submitted:

[] Form A (Signed)

[] Form B (Signed)

[] Floor Plans

2. Three sets of the following drawings are to be submitted:

FORM E: FINAL INSPECTION

Lot: _____

Approved: _____

I, the Builder, do certify in good faith that the contracted Conditional Approval: _____

structure on said lot conforms to the Sweetwater Design

Guidelines and the Construction Documents as approved Disapproved: _____

by the Sweetwater ARB and the City of Galveston. All site

work, landscaping, cleaning, removal of temporary utilities Comments: _____

and repair of damage to the right-of-way and common areas

has been completed.

Owner: _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____

Builder: _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____

Review and approval of any application may be made on the basis of aesthetic considerations only, the ARB shall not bear any responsibility for ensuring the structural integrity or soundness of approved plans or construction, nor for ensuring compliance with building codes and other governmental requirements, nor for ensuring that all design or aesthetically pleasing or otherwise acceptable to neighboring property owners.

Reviewer's Initials and Date

ARB Signature and Date

FORM F: BUILDER APPLICATION

Builder Application

BACKGROUND

Company Name:	
Trade Name (if any):	
Parent Company (if any):	
Street Address:	
City, State, Zip:	
Fax:	
Email:	
Web Address:	
Type of Company ("C" Corp, LLC, "S" Corp, Partnership, LLP, Other):	
State of Incorporation/Registration	
Year Founded:	

OFFICERS & DIRECTORS

Please list all officers, directors, and/or partners of the corporation or partnership (use additional pages if necessary.)

TITLE	NAME AND ADDRESS	Percent of Ownership

LOCAL MANAGEMENT TEAM

Please list all key members of the local management team not shown under "Officers & Directors"

TITLE	NAME AND ADDRESS	YEARS WITH COMPANY

TRADE CONTRACTOR & SUPPLIER REFERENCES

Sub/Supplier	Company Name	Contact	Telephone Number
Electrical			
Plumbing			
Drywall			
Carpentry			
HVAC			
Concrete			

MISC.

FINANCIAL REFERENCES

Please list the financial institutions utilized by the company. List the checking accounts and lending institutions in the appropriated places and include other financial institutions which you do business.

Financial Institution	Lender	Contact	Telephone Number
	Checking Accounts		
	Lender		

AWARDS

Please list any awards, citations, and special recognition received by the company

Name of Award	Received From	Year Received

GENERAL INFORMATION

Is the company organized under the laws of the State of Texas (yes or no)?	
If "no", is the company qualified to do business in the State of Texas (yes or no)?	
How many full-time personnel are employed by the company?	

Is the company a member of NAHB or any other industry-related organization?	
How many years has the company's chief executive officer controlled a home building company?	
Name the parent company, if applicable.	
Name any subsidiary companies, if applicable.	
For the remaining questions below, "company" shall be defined to include the applicant company as well as entities listed in the three (3) inquiries immediately above.	
Is the company or any of its officers, directors, partners or principals in default of any loans or involved in any type of foreclosure proceedings (yes or no)?	
Has the company ever given any deeds in lieu of foreclosure (yes or no)?	
Has the company or any of its officers, directors, partners or principals ever filed bankruptcy or been adjudicated as bankrupt within the past seven years (yes or no)?	
Are there current tax liens, mechanics liens, materialmen's liens, or other liens filed of recorded against the Builder arising out of the operation of Builder's business? If "yes", please attach a description of each such legal action in detail.	
Is Builder currently a defendant in any lawsuits or other legal action relating to Builder's construction activities (yes or no)? If "yes", please attach a description of each such legal action in detail.	
Have any complaints been filed against Builder with the Better Business Bureau, Bureau of Consumer Protection or any other consumer agency (yes or no)? If "yes", please attach a description of each such complaint in detail.	

Submitted and Certified By:
As an authorized agent of the company, the undersigned submits the above information and attachments as being true and correct, and authorized all affiliated entities (collectively "developer") and their designated agents to utilize such information, obtain financial and credit information, and make investigations concerning the company and its officer, directors, partners and principals as may be deemed necessary in its sole discretion. The company and undersigned agent agree to indemnify, defend, and hold harmless Developer and their designated agents for any costs, damages, or liability arising from an such investigation. The undersigned on behalf of the company agrees to inform the Developer of any changes to the above information within five calendar days of such change and acknowledge that the failure to provide correct and complete information my result in the ARB/ACC denying my application and prohibiting the company form engaging in any construction activities within the property.

Please Attach:

1. Company brochure, history and background.
2. Company of builder's limited warranty to be used at property.
3. Copy of Builder's license
4. Copies of Builder's commercial general liability insurance, worker's compensation and builder's risk insurance.

X

Builder

ARB/ACC Use Only- Representative: _____ Date: _____

Approved: _____ Not Approved: _____

Comments: _____

FORM G: CONSTRUCTION RULES