

Architectural Guidelines (Rules & Regulations)
for Members of
Lake Mandarin Homeowners' Association, Inc.



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The Guidelines in this document supersede those contained in any previous documents.

Should any of the mailing addresses or links in this document become obsolete, the Board of Directors will revise this document as an administrative change and provide written notice to homeowners. Any other changes will continue to require homeowner notification and formal approval by the Board of Directors.

PREAMBLE: The Covenants, Conditions and Restrictions (“Covenants”) exist solely for the purpose of protecting the value and desirability of said property.

ARTICLE VI SECTION 6, paragraph b: The ARC [Architectural Review Committee], in conjunction with the Board of Directors, may promulgate Rules and Regulations [“Architectural Guidelines”] from time to time that further detail the characteristics for the community.

*AMENDED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR LAKE MANDARIN (“Covenants”)
Recorded 11/21/2013*

The Covenants contain architectural provisions binding on all members (property owners). Purchasing a property in Lake Mandarin legally obliges owners to abide by those provisions. It also legally obliges owners to abide by these **LMHOA Architectural Guidelines, which serve to further define the Covenants.**

The Board of Directors created this document for residents to have a convenient single source of both the Covenants and the Rules & Regulations. Each section contains direct quotes from the Covenants followed by Guidelines, if any, pertaining to those quotes. (The complete Covenants are available at <https://www.lakemandarinhoa.com/documents/covenants-and-restrictions-filled/>.)

ALL PROPERTIES	1
ALL STRUCTURES TO BE APPROVED BY THE BOARD OF DIRECTORS.....	1
EASEMENTS	3
MINIMUM SQUARE FOOTAGE FOR ANY PRINCIPAL STRUCTURE	3
SINGLE-FAMILY HOMES.....	4
FENCES	4
STRUCTURES ON PROPERTY	4
SETBACK FOR ALL STRUCTURES	4
AIR CONDITIONERS	4
MAINTENANCE AND UTILITY EASEMENTS.....	4
CLUSTER HOMES	5
FENCES	5
EASEMENTS FOR ENCROACHMENTS, MAINTENANCE AND DRAINAGE	5
COMMON GROUNDS	6
DOCKS.....	6

ALL PROPERTIES

ALL PROPERTIES

ALL STRUCTURES TO BE APPROVED BY THE BOARD OF DIRECTORS (Covenants, Art. VI Sec. 6)

- a. The Architectural Review Committee has the discretion to approve all **buildings, structures and exterior alterations on any Lot**. This includes the following:
1. Adding to or changing of a fence
 2. Replacing of garage door, exterior doors or windows
 3. Altering or resurfacing of a driveway
 4. Constructing a wall or permanent outdoor feature (pergola, gazebo, canopy, etc.)
 5. Installing a pool or screened enclosure
 6. Erecting a bulkhead
 7. Enclosing an atrium
 8. Removing or replacing of an existing feature
 9. Any change in exterior colors and/or change of existing finishes or material
- b. Approval by the ARC shall not be unreasonably withheld. All applications will be reviewed for their keeping with the esthetics of the community. The ARC, in conjunction with the Board of Directors, may promulgate Rules and Regulations from time to time that further detail the characteristics for the community.
- c. No garage door may be removed. Garage doors, ventilators, pipes, downspouts, flashing and exterior vents shall be painted to match the home or the trim of the home. Carports are not permitted.
- d. Improvements must be compatible with the architectural characteristics of the applicant's house, adjoining homes and neighborhood. This means similar in style, in quality and in color.
- In the cluster homes, use of earth tones is required. The color chart for the cluster lots is available on the association website [<https://www.lakemandarinhoa.com/documents/color-paint-chart/>]
- e. Any request not approved within thirty days shall be considered automatically approved.

Rules & Regulations

“Architectural Review Board” (“ARB”) is the same entity and synonymous with “Architectural Review Committee” (“ARC”).

Before you build, change, paint or install any structural feature on the exterior of the home, or any hardscape item (e.g. driveway, walkway, fence), you must obtain written approval from the ARB. Approvals are valid for one year; after that, you must request an extension from the ARB (you do not need to resubmit the entire request).

Modifications not visible from the street, adjoining lots, or across the lake(s) do not require ARB approval.

Changes to trees, shrubs, and other vegetation do not require ARB approval.

The ARB request form is available here: <https://www.elimservices.com/arb-form/> For the fastest service submit it online. You may also print it and mail to:

Lake Mandarin HOA Architectural Review Committee
c/o Elim Services, Inc.
1941 Mayport Road
Atlantic Beach, FL 32233

ALL PROPERTIES

Rules & Regulations (Cont.)

Approval by the ARB is separate from any permit that may be required by the City of Jacksonville (COJ). It is the homeowner's responsibility to know which COJ permits they need. Reputable contractors will obtain any necessary permits. You can find information about city permits online at these sites:

Easements [<https://www.jacksonville.gov/review-group-documents>] (e.g. driveways, sidewalks)

Houses [<https://www.jacksonville.gov/departments/planning-and-development/building-inspection-division/residential-permits.aspx>]

Wells [<https://www.jacksonville.gov/departments/neighborhoods/environmental-quality/water-quality/groundwater-wells/well-permitting>]

Garages may not be converted to create a living space within the dwelling.

Owners of cluster homes may select a color on the approved color chart or, subject to ARB approval, a compatible earth tone within the spectrum of the approved color chart.

Definition of Covenant provision: "Any request not approved within thirty days shall be considered automatically approved."

"Thirty days" means 30 calendar days from the ARB receiving your request to when the property manager or ARB emails you with notification of approval or denial.

The property manager will notify you within 5 business days of receiving your initial request if you need to supply more information. Once you have supplied all required information, the property manager will forward your request to the ARB, and on the same day notify you by email that the ARB has received your request. That day is considered "Day 0" of the 30 day window.

The ARB will normally consider a request at its next scheduled meeting. Should the ARB require more information, the 30 day window will pause until the ARB receives that information. Homeowners have the right to attend ARB meetings and the ARB encourages them to do so as this can often eliminate delays if the ARB needs more information.

Zoom meeting: <https://us06web.zoom.us/j/9124141524?omn=88314114363> Meeting ID: 912 414 1524

Driveways And Walkways – Pavers

Please note that pavers on public easements (the sidewalk and apron portions of a driveway) may require a city permit (<https://www.jacksonville.gov/review-group-documents>).

Installation of pavers on driveways and walkways is allowed with ARC approval subject to:

1. The paver material and pattern for installation must be approved in writing by the Architectural Review Committee prior to beginning the project.
2. Must use interlocking, concrete pavers, with a thickness of 2 2/3" (60 mm) Pavers must be sand set with sand joints. Concrete pads or mortar joints are not permitted.
3. Unless otherwise approved, pavers must be constructed into existing grade without the need or use of retaining structures.
4. Pavers must be laid so the finished project is level and free of tripping hazards.
5. Unless otherwise approved, the color schemes for pavers are earth tones, cement blends, & solids.
6. Pavers may not extend onto public sidewalks on either side of a driveway.

ALL PROPERTIES

Rules & Regulations (Cont.) Driveways And Walkways – Coatings

Please note that coatings on public easements (the sidewalk and apron portions of a driveway) may require a city permit (<https://www.jacksonville.gov/review-group-documents>).

Driveways and walkways may be painted, stained, stamped, or covered with another type of coating subject to:

1. The material, color, and pattern must be approved in writing by the Architectural Review Committee prior to beginning the project.
2. Color must be light earth tones or cement tones and not contrast sharply with any adjoining (clean) sidewalks.
3. The finished surface must be naturally rough or contain anti-slip additives to prevent the surface from becoming hazardous when wet.
4. Coatings may not extend onto public sidewalks on either side of the driveway.

EASEMENTS (Covenants, Art. VI Sec. 11)

With approval from the ARC, a single-family homeowner may dig a well for irrigation purposes as long as the irrigation is restricted to the owner's lot.

MINIMUM SQUARE FOOTAGE FOR ANY PRINCIPAL STRUCTURE (Covenants, Art. VI Sec. 2)

All principal structures must have a minimum of 1,000 square feet excluding porches and garages. Any two-story home must have a minimum of 700 square feet on the ground floor and shall not be more than 35 feet above ground level. Residences shall not exceed two stories.

SINGLE-FAMILY HOMES

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FENCES (Covenants, Art. VII Sec. 3)

Hedges, fences or walls shall not be built on any portion of any lot except on the rear or interior side lot line and no closer to the front of the lot than the front line of the main residence, or closer than the twenty (20) feet to a side street when the residence is situated on a corner lot. **No fence or wall shall be higher than six (6) feet from the ground and all must be approved by the ARC.**

STRUCTURES ON PROPERTY (Covenants, Art. VII Sec. 1)

The following buildings and structures may be erected on the single-family residence lot only if the same are located within the yard rear of the main dwelling, and at least seventy-five (75) feet from the front lot line and at least twenty (20) feet away from any side street lot line:

- outdoor fireplaces
- barbecue pits
- or swimming pools

This provision is subject to and requires the prior approval of, and in accordance with, the procedures required by the Architectural Review Committee as further described above.

Each structure shall be walled, fenced or sufficiently landscaped, in such a manner that the object shall be obstructed from view.

Rules & Regulations

Residents must comply with any current outdoor burning regulations, permit requirements, and bans.

SETBACK FOR ALL STRUCTURES (Covenants, Art. VII Sec. 2)

For all conventionally platted lots, no building shall be located on any plot closer than twenty-five (25) feet to any side street line, or closer than ten (10) feet to the rear lot line.

No building, except a detached garage or other building located fifty (50) feet or more from the front lot line shall be located nearer than five (5) feet to any side lot line.

Distance between adjacent dwellings shall not be less than fifteen (15) feet.

AIR CONDITIONERS (Covenants, Art. VII Sec. 4)

Unless the approval of the ARC has been obtained, no window air conditioning units shall be installed on the side of any building.

MAINTENANCE AND UTILITY EASEMENTS (Covenants, Art. VII Sec. 5)

Owners of the lot subject to the privileges, rights and easements referred to in this paragraph shall acquire no right, title or interest in or to any wires, cables, conduits, pipes, mains, lines or other equipment or facilities placed on or under the property.

CLUSTER HOMES

CLUSTER HOMES

FENCES (Covenants, Art. VIII Sec. 3)

Cluster lots on the lake shall have aluminum fences, not to exceed four feet. Wooden fences shall not be permitted on the lake.

EASEMENTS FOR ENCROACHMENTS, MAINTENANCE AND DRAINAGE (Covenants, Art. VIII Sec. 3)

The Association reserves and is given a perpetual, alienable and releasable easement, privilege and right on, over and under a strip of land extending the full length of and along the interior back line of each cluster lot, and a strip of land extending the full length of and along the interior side lines of each cluster lot. The width of said interior back line easement or said interior side line easement shall be four (4) feet or less as measured from the exterior back lot line or measured from the exterior side line to the set back line of the cluster home constructed on the cluster lot as shown in the final survey prepared for the buyer at closing.

Each cluster lot shall be subject to the above-described interior back line and interior side line easements:

- a. for the ordinary and reasonable ***maintenance and upkeep*** of structures on adjoining lots;
- b. for encroachments created by construction, settling and overhangs including plants, board and cement walkways, screen and trellis supports and patio enclosure walls;
- c. for the installation, maintenance and use of water drainage facilities and storm sewers. Drainage flow shall not be obstructed or diverted from drainage swales, storm sewers or utility easements as designated herein or as may hereafter appear on any plat or record in which reference is made to these covenants. In the event any cluster home is partially or totally destroyed and then rebuilt, the owners of the adjoining cluster lots agree that minor encroachments created by reconstruction shall be permitted, and that a valid easement for said encroachments and the maintenance thereof shall exist.

Rules & Regulations

“Maintenance and upkeep” is defined as (property owners/residents) keeping grounds in good condition by washing, painting, and weeding the back or interior side line easements.

COMMON GROUNDS

COMMON GROUNDS

DOCKS (Covenants, Art. X Sec. 2)

No dock or other structure shall be built to extend into or over the lakes.

Rules & Regulations

If you are building a structure along the lake, you must sign and submit the Lake Mandarin HOA Property Affidavit (available online at <https://www.lakemandarinhoa.com/documents/affidavit-hoa-property/>) as well as submit a lot survey for verification of property/common ground lot lines.

Structures that come to extend into or over the lakes as a result of the erosion of the lakeshore may remain in place.