

**ARCHITECTURAL REVIEW COMMITTEE
VILLAGGIO AT VILLAGES OF WINDSOR**



**RULES, STANDARDS AND
PROCEDURES GOVERNING
ADDITIONS AND MODIFICATIONS
TO HOMEOWNERS' PROPERTY**

TABLE OF CONTENTS

Air Conditioner Installation (Add'l equip.).....	13	Hot water heating - Solar	10
Antennas	6	Lanai/Sun Room as an extension to the house	10
Appendix A – Mailbox Info	18	Landscaping	14
Appendix B - Solar Info	19	Mailbox/Posts.....	11, 12
Appendix C - Outdoor Lighting Guide.....	21	Mezuzah	9
Artwork (Front of House).....	4	Painting (exterior), Roof & Vents.....	8
Attic and Roof Ventilators.....	8	Religious or political statues	9
Awnings - Fabric (In rear only).....	6	Roof.....	10
Coach Lights.....	4	Satellite dishes.....	6
Doors – Entrance and Garage	9	Screen enclosures	6
Drainage.....	15	Sculptures	4
Driveways	17	Solar and wind powered electric generation ...	10
Fences	5	Sun Room.....	10
Flags.....	11	Swimming pools.....	8
Garage Screens	6	Trees	14, 15
Generators - Whole house	5	Windows.....	9
Gutters.....	5		

Mission Statement

The Architectural Review Committee (“ARC”) mission is to establish Rules and Regulations that provide reasonable non-subjective standards for modifications or enhancements to residents’ homes and properties, to establish an application procedure for requesting such modifications or enhancements, and to ensure that all requests for modifications or enhancements conform to these Rules and Regulations via an approval process upon completion of the modification or enhancement. All standards, processes, applications and rules are subject to approval by the Board of Directors of the Homeowners Association.

The aforementioned Rules and Regulations shall at a minimum meet local, county, state and federal codes and/or statutes, consistent with the Declaration of Covenants, Bylaws and HOA Rules and Regulations, and be structured to allow improvements and enhancements that are consistent with the general aesthetics and design of the community at large.

Authority

AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS FOR VILLAGGIO AT VILLAGES OF WINDSOR As AMENDED 5/24/10

Article IX, Section 30 of the Covenants. ARCHITECTURAL REVIEW COMMITTEE (“ARC”)

A. Approval Necessary. No building, outbuilding, garage, fence, wall, retaining wall, or other structure of any kind shall be erected, constructed, placed or maintained on the properties, nor shall any dwelling or other improvements on each Lot, as originally constructed and provided by Declarant, be altered changed, repaired or modified unless prior to the commencement of any work thereof a complete sets for plans and specifications therefore including, as applicable, front, side and rear elevations, and floor plans, materials to be used, and a plot plan indicating and fixing the exact location of such improvements, structures or such altered structure of the Home with reference to the street and side lines thereof, shall have been first submitted in writing for approval and approved in writing by the ARC and the HOA Board of Directors. The foregoing prior approval is intended to further specifically apply to the exterior painting of a dwelling or any other maintenance or repair which changes the exterior appearance of a dwelling or other improvements upon a Home and Lot. The Association may require and impose an inspection fee, security deposit and require all costs arising out of or in connection with any proposed improvements as same may be set from time to time in the sole discretion of the Association. Payment of the foregoing is a condition precedent to any ARC approval.

Section I – Rules for Additions/ Modifications (Excluding Landscaping)

ARC APPROVAL IS REQUIRED FOR ALL ADDITIONS AND MODIFICATIONS

A COUNTY-FILED SITE PLAN MUST BE SUBMITTED WITH ALL APPLICATIONS

1. Most additions or modifications to the exterior of the home or property require the homeowner to apply for those changes and modifications and to receive approval from the ARC. The Request for Architectural Review application forms may be obtained at the Clubhouse or printed from the Villaggio website and submitted to the General Manager's office. Applications shall include the expected start date for work and the expected date of completion. If the work cannot be completed by the expected date of completion, the homeowner must file a written notice requesting an extension of time to complete the project. If the homeowner fails to complete the project in a reasonable period of time, and/or fails to file for an extension, it will be considered a Red Violation under our Rules and Regulations subject to the penalties provided for in the HOA Schedule of Fines and Penalties. Repeated requests to extend the time of completion will not be accepted as reasonable.
2. Decorative items, sculptures and framed artwork (hereafter referred to as "decoration") may be permanently attached to the vestibule walls of the home and no other location visible from the front or sides of the home under the following conditions:
 - a. The total decoration cannot exceed a total area of 20 square feet.
 - b. A maximum of 1/3 of the wall space may be used to contain the total decoration.

No direct painting on stucco in the front or on the sides of the home is allowed.

3. Coach Lights
All coach light installations are subject to ARC review and approval. A site plan is not required.

Coach lights must be a minimum of 13" H, 4" W, and no minimum depth, and must be no larger than 25" H, 10" W, and 10" D. Please provide a picture and a specification sheet that shows the fixture's dimensions. The brightness of the light should be limited to 1500 lumens.

Fluorescent lamps are not acceptable to the ARC.

The only acceptable finishes on coach lights shall be Black, Brown, Bronze or a "silvery" metal finish.

If an owner has questions, or needs advice prior to purchasing new coach lights, they are encouraged to contact the ARC chairman, or any committee member.

Maintenance and/ or Replacement of Coach Lights

- a. Coach lights shall be maintained by the homeowner in a vertical position and checked as needed to ensure that they remain securely mounted to the wall.
- b. The exterior metal surface of the Coach lights shall be maintained by the homeowner. A glossy Black, Brown, Bronze or Silvery metallic paint shall be used when the finish weathers and/ or becomes dull.

- c. In cases where the Coach lights have lost their sheen, gone 'bare' (no paint), or have flaky or pitted surfaces the owner shall have two choices:
 - 1) Take the lights down, re-finish the surfaces, re-paint, and re-hang. No application is required.
 - 2) Replace the lights with new ones that conform to the above ARC rules. Application to and approval by the ARC is required prior to replacement.
4. Fences must be white or dark bronze aluminum rail. Existing fences may be painted to a dark bronze color using an electrostatic paint process. The height of the fence must be 48". Fences may not extend more than four feet (4') past the sides of a Michelangelo model nor extend any more than three feet (3') from the dominant side for a DaVinci model. No fence on the zero-lot line side of a DaVinci home may extend past the building line. No fence shall extend toward the front of the home, i.e., along either side, beyond the rear elevation of the home. All fencing must be buffered with shrubbery that is a minimum of half of the fence height from the outside of the entire fenced area, with the intent to maintain the shrubbery at a minimum of 2 feet high and a maximum of 4 feet high.
5. A Generator and propane tank installation, et al, requires an application to the ARC and all necessary county permits and sign offs prior to ARC final approval. All propane tanks must be installed underground but may not be installed under the driveway of a Villaggio home. Only if rare and compelling circumstances exist will the ARC give special consideration and possible approval, for a tank under the driveway. Following ARC approval, the project would still be subject to approval by the Board of Directors. Tanks installed in the front yard of a home must have the cover painted to a Hunter Green color.

The HOA landscaping / irrigation contractor must be consulted prior to the start of any digging for marking and possible re-routing of irrigation pipes. The HOA contractor must sign off on the integrity of the work done on the sprinkler system. The generator must be buffered with hedges to the height of the generator and be positioned so as to obstruct its view from the street.

Homes that have propane powered Generators must set the controls to do an exercise of the engine to no more than once a week, for a maximum of 10 minutes and only between the hours of 8am and 6pm. Emergency use is not constrained by the above.

6. Newly installed Gutters on any Villaggio home must color match to one of the following HOA designated colors; White, Beige, Bone or the Trim color of the home. When HOA is painting the homes, the homeowner may change the Gutter color to any of the 3 standard colors or their trim color. All homes must have newly installed leaders painted the "body" color of the house before the ARC's final approval. A PBC permit is not required.

Exceptions to the above: where a homeowner living in either a DaVinci or Michelangelo model has chosen to build a new aluminum rear lanai using a bronze color or reconstruct an existing aluminum lanai using a bronze color, the large gutter traversing the length of the lanai where it is attached to the building or fascia board must also be colored bronze. Any remaining parts of the gutter system outside the lanai must follow the colors as noted in the opening paragraphs of this section.

7. Retractable fabric awnings may be installed over rear Windows and Doors, only. If appropriate to the house model, an awning(s) may be installed to cover a larger area either inside or outside

of a lanai with an application to the ARC and PBC for permits covering the structural installation and electrical connection, (if necessary). All awning and screen that are electronically powered must be hardwired unless pre-wired with a plug and cord by the manufactory. The cord must be directly plugged into a GFI weatherproof protected outlet. If the cord is below eight feet from the ground, it must be encased in pipe or conduit (no extension cords will be permitted) and match the house color. Awnings must have automatic retraction in case of high winds and be certified to standards set by Miami/Dade and Palm Beach County codes for awning installations. Fabrics for the awning(s) may be plain or striped and use only muted color tones not out of character with the community at large. Include sample with Application.

8. Satellite dishes or antennas may not be attached to a home without application to the ARC and may only be located and attached within the rear 25% of the structure. On a DaVinci model, dishes must be mounted on the homeowner's window side and not directly in front of neighbor's windows. Dishes may also be set in the ground behind the air conditioner compressor if surrounded by bushes and hidden from street view.

9. Screen enclosures

Both front and rear screen enclosures require ARC approval via the application process. Rear screen enclosures, new or enlarged may not extend to the back-property line or out past the extended side lines of the house. An owner that wants to exceed the size limitation provided herein may be granted approval as an exception to this rule, if the following narrow set of criteria have been met. The property has an original pool and/or spa and fencing built by the original developer (ANSCA), on an odd shaped "pie" lot, where the pool, spa or fence already exceeds the house side lines, and in the rear, the fence sits on the property line. No other exceptions will be considered or approved. The Aluminum framing used on both front and rear screen enclosures may be either White or Dark Bronze. When re-painting or changing the color of the entire aluminum structure of a rear Lanai or a front "bird cage", an electrostatic painting process must be used. If doing touch up to maintain the appearance of the aluminum in limited areas, a color matched white or bronze spray may be used. Maintenance of the appearance and structural integrity shall be required to be ongoing by homeowner.

Pools, in-ground hot tubs, water features and retractable awnings to be installed or built within the confines of the home's rear screen enclosure require application to the ARC. Please see the specific rule covering your project for further details, rules and requirements. All other projects within a home's rear screen enclosure are not within the purview of the ARC.

Externally Mounted Garage Screens:

The housing must be firmly attached to the fascia surfaces of the garage door header and both sides;

The housing may not exceed 5 1/2" for height and depth;

The housing mounted to the garage door header must be painted to match the color of the garage door;

The tracks must be firmly secured to the side fascia surface;

The tracks must be painted to match the color of the surface to which they are mounted; The applicant shall submit a paint color sample to the ARC for comparison to the existing fascia surface; and

The bottom edge of the screen shall be no higher than 2".

[IMPORTANT NOTE: A garage screen can be down only when the garage door is open.]

10. Hurricane Protection

- a. Shutters - Permanently installed may be accordion-type attached to the wall/window frame using its own tracks and constructed of white, beige, ivory or bone color metal, or may be constructed of clear Miami/Dade rated Lexan (polycarbonate) in entirety or in combination with metal accordion panels. Also permitted are metal or clear Lexan corrugated panels that attach to the builder-supplied shutter tracks, and hurricane-rated fabric coverings mounted over individual windows, also attached to builder-supplied shutter tracks. Shutters/corrugated panels used in this manner are subject to rules governing their closure/installation and opening/removal.
- b. Lexan - A clear non-corrugated Lexan flat panel covering may be installed over a transom window, permanently or seasonally. The flat panel may be mounted to builder-supplied tracks or the wall, or any combination thereof. It must be kept clear of dirt and debris, and to not change color or fade or change in any manner to retain being non-noticeable from the street. A clear Lexan covering of any type cannot be permanently installed over any opening window.
- c. Dropdown Hurricane Screen
Must be mounted under and within the roof line in the rear or where appropriate, the front of a home. An ARC application is required even if the Screen will be inside a Lanai. Operation of the screen may be done mechanically with a hand crank. If the screen is to be electrically operated an electrical permit is needed in addition to the structural permit to be issued by Palm Beach County. The use of extension cords, or direct plug-in to an outlet is prohibited.

Tracks used to guide the screen shall be secured to the side walls and be installed within the roof line.

11. Water Features, Softeners and House Filters

- a. A water feature may be a fountain, waterfall, bubbler, pond or a combination of those elements. A basin or pond may be set below grade not to exceed a depth of 24 inches. At ground level a pond may have a curb not to exceed 12" high. A pond exterior to a lanai may be irregular in shape not to exceed 8 feet in length and 4 feet in width. Bubbler, geyser or spray type units set in a pond or basin shall not exceed a water height of 24 inches above the surface of the water. Waterfalls should produce a gentle flow of water cascading down into the basin from a height not to exceed 3 feet high when placed in front of a home or from a height not to exceed 4 feet high if placed in the rear of a home. Water features may be placed inside a Lanai screen enclosure with no size restriction but shall require application to the ARC. A pump motor shall be limited to a maximum of 1 hp, and where a water feature (inside or outside) is set in the rear of a home that doesn't sit on a lake lot, the pump motor shall be subject to covering for sound abatement at the discretion of the ARC.
- b. Pre-cast water fountains must have a drain plug and be a maximum of 48" high as measured from its base with a proportional width.
- c. Water features shall not be operated between the hours of 11pm and 8am. Water circulation shall be at least one hour per day. If the owner is on vacation or is a seasonal resident, steps must be taken to ensure that the water feature does not become a breeding ground for insects.
- d. A homeowner who disconnects the power to the water feature must ensure that rain water drains. If rain water cannot be circulated or emptied, the addition of slow dissolving chlorine

tablets and a small amount of algaecide is required. Tarps or other types of coverings may not be used to cover a water feature in front of the house.

- e. If plumbing is run below grade, or electrical connections are made direct to the service panel county permits are required. All plans and specifications shall be enclosed with the ARC application.
 - f. Swimming pools shall be limited to the in-ground type. In-ground hot tubs also require an ARC application. Above ground hot tub units do not require ARC application. A pool or hot tub planned inside or outside a screen enclosure shall have its size and location regulated by county building and zoning codes. Additionally, if located outside of a screen enclosure, the pool and /or in-ground hot tub shall be limited to the width of the house, and its walkways shall be completely enclosed by a fence (see rule #4). Be advised that Palm Beach County requires building and electrical permits for in-ground pools and all hot tubs.
 - g. Sprinkler heads within the application area may be relocated as necessary for the project by a qualified irrigation contractor with pre- and post-inspections and sign offs by the HOA landscaper. The number of sprinkler heads may not be increased but may be decreased as necessary.
 - h. Water softeners and Whole house water filters permanently connected to the outside water supply pipe of the home shall be obscured from street view by a hedge or other plantings. Any new piping attached to the wall shall be painted the body color of the home prior to ARC final approval.
12. House numbers must be visible from the street. Any shrubbery growing near the numbers must be maintained to keep the numbers fully visible, however, numbers may be moved to remain within the same column adjacent to the garage door, and the height is not to exceed the top of the garage door.

The style, size, color, and/or typeface of the numbers may not be changed by the homeowner. When missing or broken numbers are being replaced, the numbers must conform to changes in PALM BEACH COUNTY height requirements. Mounting of additional numbers, street signs, names, artwork or plaques on the front walls of the house are not permitted.

13. House Painting / Roof Vents - Painting of a house in its entirety is the responsibility of the HOA, not the homeowner. The homeowner may select home and accent colors from an HOA designated palette of colors at the time of the HOA painting of the home. All accent and home color coordination are set by the HOA and cannot be changed by the homeowner. In cases where new gutters and leaders are installed, please refer to #6 regarding their painting and colors. Touch-ups must use currently selected HOA colors. All other painting is prohibited, except for the Roof Vents which are yours to seal, paint, and maintain upon your roof. On Red roofs a muted reddish-brown paint shall be used. On light color tan roofs, a tan colored paint shall be used. To protect the home from animal intrusion through the Roof Vents, one way is to attach a heavy gauge metal mesh similar to "gutter guard" to the Roof Vent opening. It can then be painted and unseen from street level. If a full cage is used it may only be fractionally taller, wider and deeper than the height, width and depth of the Vent it will cover. Anything larger is aesthetically unacceptable to the ARC.

Warning - The one roof vent that should NOT have anything covering its opening is the Dryer Vent. Palm Beach County Fire Code prohibits any covering of that opening due to a fire hazard

that could be created if lint gets caught in the metal mesh cutting off the dryer's ability to exhaust heat.

Any and all permanent attachments to the outside of the house must be approved by ARC and must be painted the body color of the outside of the house. This does not include such attachments as hose reels, but does include electric conduit, and other such attached items.

14. Religious or political statues, plaques, writings, signs or icons of any kind are prohibited anywhere on the property where it can be publicly viewed.
15. A Mezuzah of normal size or any other similar religious object (10" or less) is an exception to rule 14 and is specifically permitted when installed on the jamb of an exterior door unless its particular purpose is to draw attention to a political, public or legal matter.

Decorative or Artistic statuary may be placed in the front of a home but must not exceed a height of 4 feet or a width of 4 feet with the exception of what is permitted by an approved ARC application.

16. Doors – Entrance and Garage

a. Entrance Doors

An ARC application and county permit is needed to completely replace entrance doors using various styles, designs, finishes and materials. Doors must be certified to meet Miami/Dade standards. Maintenance of its appearance and finish shall be the homeowner's responsibility. The existing rough opening of the doorway shall not be changed. Glass inserts placed into existing doors may be done without application to ARC or PBC permit.

b. Garage Door

An application to the ARC is required when replacing the Garage door. The replacement door must be certified to meet all current hurricane wind codes for Miami /Dade or above.

The door panels shall have the same 'wood grain' embossed design in the sheet metal panels as the original installed by the builder.

If the old door had been painted during the community wide painting that same color or White shall be used on the new door, sprayed with water based paint. The color code if needed, is available through the General Managers office. Final approval of the replacement door by the ARC will be contingent on the installation and painting having been successfully completed.

If the replacement has to be done on an emergency basis, the homeowner may proceed to replace the door but must give notification to the GM office and file an ARC application soon thereafter.

17. Replacement of windows with any type of approved glass may be installed as long as they are certified to meet Palm Beach County or higher standards. The frames of the windows must be white vinyl or aluminum and must fit into the existing block openings so that there is no change to the physical appearance from the outside. Windows facing the street must maintain their original look by having inserts that give the appearance of multiple panes of glass. The new

frame width of a window when added to the frame width of the window sash may not exceed 3 inches except for the bottom frame which may be higher than 3 inches.

18. Homeowners may, without application to the ARC, replace damaged roof tiles, as needed, to maintain the integrity of the water proofing system put in place by the builder. The replacement roof tiles must conform in shape, size and color to those remaining tiles.

Full roof replacement as determined by the General Manager to be an emergency situation that cannot wait for ARC approval may be granted at his or her discretion. The style, shape or color of the roof tiles may not differ from the original. Within 30 days, an application must be made to the ARC.

Painting of roof tiles in its entirety is prohibited except where touch-ups using a paint matching the existing tile color are used during spot repairs/replacements. (See Rule #13.)

Re-grouting of the cement around “cap” tiles must be done with a close matching color to the roof tiles or with the same color used by the builder.

19. Attic ventilators must have a low profile whether powered or passive and their appearance must blend in with the color(s) of the roof tile. Application to the ARC is needed. No spinning (“whirly bird”) ventilators will be approved.
20. Solar and wind powered electric generation or hot water heating units are governed by prevailing Florida statutes. Installation of such devices must meet minimum wind codes. Application to the ARC is necessary.
21. Enclosing a Lanai/Patio as a Sun Room or as an extension to the house. The area under the roofline in the rear of a home may be enclosed to create additional living space, a sun room, etc. as defined below:
 - a. Roof
 - 1) The roof line may not be extended.
 - b. Walls
 - 1) Exterior walls of masonry construction must be finished with stucco to match the adjoining surfaces.
 - 2) No siding of any type may be used on the exterior of the home.
 - 3) The new walls must be painted to match existing adjoining surfaces.
 - 4) Existing surfaces, not affected by the construction, may not be painted except as may be granted by written application by the Association for unusual conditions. If granted, this will not entitle the home owner to any financial concessions when the homes in the community are painted in the future.
 - c. Windows & Doors
 - 1) Window units consisting of connected sliding glass doors and fixed transom windows installed above them or window and door systems installed in exterior walls, must conform to the minimum requirements described in other sections of the ARC Rules and Standards.

- 2) Sliding doors and/or windows used for either type of enclosure must be white, while hinged exterior door(s) may be white, the body or the trim color using the home's present color scheme.

d) Miscellaneous

- 1) Air conditioner(s) for the enclosure may not be sleeved through or attached to any wall or window.
- 2) The floor of the enclosed area may be raised to match the level of the home's existing interior flooring.

e) Drawings and Code Requirements

- 1) A copy of County approved architectural drawings must be submitted along with the ARC application.
- 2) All work must conform to the Palm Beach County building codes.

22. Flags

- a. A flag bracket may only be mounted to the homes' front elevation. Flags may not exceed 4 ½ Ft in height by 6 Ft wide in conformance with Florida and Federal regulations. Flags shall not be flown from a tree.
- b. A flag pole may be permanently installed anywhere on a homeowners' property without restrictions regardless of covenants, bylaws or rules as long as it does not interfere with sight lines at an intersection and as long as it is not erected within or upon an easement. Besides flying the US Flag, the Florida State flag or an Armed Forces or POW flags may also be flown.
- c. Flags flying at night must be illuminated and the times for flying the flag shall be constrained by the proper protocols associated with such. The US flag may only be flown in full compliance with US law.

23. Mailboxes

a. Replacing a Mailbox/Post (See Appendix A for additional information)

- 1) The Homeowner shall be responsible for the replacement of a damaged or broken Mailbox and Post-when replacement is necessary. Either the old or new style box may be used when replacing only the box. When replacing both the Mailbox and Post, it shall only be replaced with the approved 2018 style and color made by the Beautiful Mailbox Company, or equal. The contact information for the vendor can be provided by the General Managers Office. Approved color Mailboxes can be found locally.

b. Installation

- 1) An application to ARC is required if replacing both the Post and Mailbox.. With notice to the General Manager's office, the work may be completed before ARC approval is granted. A building permit is NOT required.
- 2) The responsibility for installation presently lies with the individual Homeowner using the guidelines set forth in this section of ARC rules.
- 3) The standard size for a Villaggio residential mailbox presently allowed is approximately 19" Long, 6" Wide, and 9" tall. The design of the Box, Pole and the House Number must be consistent with the new rectangular box style as approved by the HOA Board of Directors in 2018.
- 4) The Front edge of the box must be set back from the edge of the roadway, by 6"- 8".

- 5) The height from the Lawn to the bottom of the Mailbox must be 41”- 45”.
- 6) Posts must be set in a Vertical position with the box perpendicular to the roadway.
- 7) No holes shall be drilled into the pole, or have any attachments screwed to it, e.g. a newspaper sleeve or hook(s) for hanging any objects from the pole.

c. Maintenance

- 1) All posts shall be maintained by the Homeowner in a Vertical position with the Mailbox set perpendicular to the roadway.
- 2) The approved Mailbox color is the dark Hunter Green Through re-painting of the Mailbox, Post, the sheen of the Glossy finish et al, shall be maintained by the homeowner The ONLY spray paint that will color match the original paint color is: Indoor/Outdoor, ‘darker Hunter Green’, Gloss finish (available at many local retail and hardware stores).
- 3) Broken Scrollwork may be epoxied back in place when possible but must be done without any significant change to its physical appearance. The use of Plastic Ties or other means to secure broken pieces of the metal Scrollwork falls below community standards, and shall not be allowed.
- 4) Appropriate to the “old style” box the house Numbers shall be the same style, height and font as those used on the newer 2018 style mailbox, and must be maintained on both sides of the Banner Plate set below the old box. If replacement numbers are needed, please contact the General Manager’s office for the specifications and where they can be purchased.
- 5) The mounting board, under the old-style Mailbox, shall be pressure treated wood or plastic specific to the task, found locally. All screws used to secure one component to another shall be made of rust proof stainless steel.
- 6) The Mailbox door shall be maintained so the door latches and stays closed.
- 7) The Red Mailbox flag shall be maintained to remain fully functional and re-painted with 'fire engine' Red paint as needed to maintain its glossy finish.

d. Landscaping around the Mailbox Post

- 1) Planting around the post is not required, but if you choose to add plants, you must adhere to the following rules.
 - a. Submit an ARC application with a drawing on a separate sheet of paper naming the type of border if one is to be used, the type of ground cover (rocks or mulch) if planning to use, and finally the type of plants (perennials only) to be used. No Deposit or Site Plan is required.
 - b. The planting bed must be a Square up to 30 inches or Circular with a Diameter no larger than 30” with each type as measured from the center of the post.
 - c. The height of the plantings shall be maintained so the plants will have a maximum height of 20”.
 - d. Villaggio’s Landscaper will maintain the plantings unless you have “opted out”, in which case your private landscaper shall assume the responsibility for the maintenance.
 - e. Any existing plantings & bed are grandfathered-in until such time as a new style Mailbox & Post are installed. At that time the above rules become effective for those who were previously grandfathered.

24. New Air Conditioner Installation - Air Conditioner Installation (Additional equipment):

- a. An application to the ARC is required;
 - 1) When an additional outside air 'Condenser' unit is to be added to the home's Air Conditioning system to cool a Garage or new living area not previously under air; or
 - 2) When any new Electrical or A/C conduits are attached to the wall of the home, for existing Air Conditioning systems; or
 - 3) When a PBC building department permit is needed for an additional Condenser, Electrical, or Installation work (applied for by the Contractor).
- b. Details
 - 1) The site survey should be marked to show the location of the new Condenser mounting pad and its size.
 - 2) Referring to both New and Replacement A/C Condenser units; any wiring, conduit, mounting brackets, or connectors attached to the wall, including patched holes, must be painted the color of the wall, sometimes referred to as the Body color.
 - 3) Shrubs at least $\frac{3}{4}$ of the height of the Condenser shall be installed to buffer the front and side views of the unit from the street view.
- c. Approvals
 - 1) Final ARC approval will be granted following an inspection of the details listed above, as well as PBC recording a Completion of the installation.

NOTE: No construction debris, equipment, excavated fill and/or materials can be left on the street, swale, or adjoining property during construction. All construction debris, excavated fill and/or materials must be hauled away after the construction process is complete. A dumpster used for debris removal may not be left in the roadway; it must be placed on the driveway and covered at the end of the work day. As soon as a dumpster is filled to capacity, it must be emptied. The homeowner is liable for any damage caused to common property in the course of installing, moving or removing the container.

Section II – Rules for Landscaping

ARC APPROVAL IS REQUIRED WHEN TREES ARE CHANGED OR MOVED; PLANTING BED FOOTPRINTS ARE ALTERED OR MODIFIED; WHERE IRRIGATION IS IMPACTED; AND/OR AS GOVERNED IN ANY OF THE FOLLOWING RULES.

A COUNTY-FILED SITE PLAN MUST BE SUBMITTED WITH ALL APPLICATIONS

RESIDENTS INSTALLING SOD ON THEIR PROPERTY ARE NOT PERMITTED TO USE FLORATAM ST. AUGUSTINE SOD. ONLY PALMETTO ST. AUGUSTINE SOD IS PERMITTED WHICH IS MORE SUSTAINABLE AGAINST VIRUSES AND FUNGUS INCLUDING MOSAIC VIRUS.

1. The number of conforming hardwood trees required on the homeowner's property is two. In order to conform a hardwood tree must be a minimum of 10 feet in height measured from the ground to the top of the tree and have a trunk diameter of not less than 2 1/4 inches. The exception is a Magnolia tree which must be a minimum of 8 feet high and 2 1/4 inches in diameter. The trunk diameter shall be judged at the vertical center of the trunk height.

Trees may be moved, added or the species changed to another hardwood tree, but the location and/or species change(s) must be done via ARC application and approval. Palm trees may not replace a hardwood tree.

If a hardwood tree(s) is to be added to a property that already meets the minimum requirements for the conforming number of hardwoods, then no size restrictions will apply. However, ARC application and approval is required.

2. The Live Oak tree may be removed from the front of the property with the following restrictions:
 - a. The number of conforming hardwood trees on the homeowner's property must remain at not less than two.
 - b. Any landscape contractor may remove the Live Oak tree but the homeowner must apply to ARC prior to commencing work.
 - c. If the Live Oak is cut down the stump must be cut below the dirt line.
 - d. The Live Oak may be donated to the HOA by notifying the General Manager. Acceptance of the donation is at the discretion of the General Manager.
3. If a patio, screen enclosure or pool installation requires removal of trees in the rear of the property and there is no alternate practical location on the property to move any or all of the trees, then at the sole discretion of the ARC, the required number of conforming trees may be reduced.
4. The number of conforming palm trees required in the front of the homeowner's property is two for the DaVinci collection and three for the Michelangelo collection. In order to conform a palm tree must be a minimum of 8 feet in height measured from the base of the tree to the first frond (branch) and have a trunk diameter of not less than 6 inches.

The palm trees must be placed in front of the home which is defined as within the imaginary parallel extended lines from the structure side walls of the home to the sidewalk or 10 foot utility easement as noted on the survey of the home site for the DaVinci collection. For the Michelangelo collection, with their wider frontage, one of the three palms may extend past the house line as defined above if, in the sole discretion and approval of the ARC, its species and placement is compatible with the adjoining property.

5. Due to the prevalent Queen Palm disease, if a Queen Palm dies in front of a home, it must be replaced with a palm tree other than a Queen. If two Queen Palms die, all three (3) original Queen Palms in front of a home must be removed. The owner must maintain at least two palms at DaVinci homes and three palms at the Michelangelo homes with palms that have a minimum trunk diameter of 6 inches (measured at its vertical center) and a trunk height of 8 feet before the (first branch) crown. Refer to Rule 4 above for more detail.
6. A Robellini palm may not be counted as one of the required trees but may still be planted in front of the home with prior application and approval of the ARC. All double, triple and quad palm trees count as one tree.
7. No planting is permitted in any easement. No planting may be done by a homeowner extending past the structure on the garage side of a zero lot line home. A homeowner may change or replace up to 50% of the plants in an existing planting bed without application to or approval of the ARC.
8. No fruit bearing vegetation may be planted anywhere on a homeowner's property. No herb or vegetable gardens may be planted on a property with the exception being within a lanai.
9. A homeowner must maintain the landscaping beds and trees by keeping them properly "mulched". Use either mulch or rocks to a minimum depth of 2 inches.
10. All major landscaping changes or installations need to have the HOA landscaper/ irrigation contractor perform a sprinkler check at the beginning and end of any installation.

The homeowner may use any landscaper certified in irrigation systems, including the HOA landscaper to make changes to the sprinkler system and heads as they pertain to an ARC approved project. No additional sprinkler heads may be added during any landscaping modifications without prior approval of the ARC. The homeowner shall ultimately be liable for the integrity of the sprinkler system after an outside contractor has worked on the system.

11. The homeowner is not allowed to make changes to or interfere with existing water runoff, the original drainage design of their property, or common areas; or cause any pooling or water to run off onto the common areas, the lakes, or any neighbor's property; or change the contour or elevation of any swales on or near the property.

Drainage swales or easements on or around a homeowner's property must not be changed or affected by any proposed addition / modification to the home or property.

12. There shall be no "statute of limitations" with respect to modifications made by a homeowner, or homeowner's contractor(s), which adversely affect drainage issues as a result of the homeowner making modifications to their property. The homeowner shall make any and all necessary repairs

and/or modifications to alleviate all drainage issues within fourteen (14) days of written notice by the HOA.

13. No fountains or ornamental structures are permitted in any easement.

14. Plastic plants or decorations may not be inserted into the ground in front of any home.

NOTE: No construction debris, equipment, excavated fill and/or materials can be left on the street, swale, or adjoining property during construction. All construction debris, excavated fill and/or materials must be hauled away after the construction process is complete. A dumpster used for debris removal may not be left in the roadway; it must be placed on the driveway and covered at the end of the work day. As soon as a dumpster is filled to capacity, it must be emptied. The homeowner is liable for any damage caused to common property in the course of installing, moving or removing the container.

Section III – Rules for non-Additions/Modifications or non-Landscaping

1. Driveways

- a. Driveways may not be repaired or replaced with anything other than paving stones that, as closely as possible, match in size, color, texture and placement (layout of paving stones) used by the developer. If that paving stone should become unavailable in the future, the ARC at its discretion will approve a paving stone closest to the standard. All applications to the ARC to repair, replace or widen driveways require a sample of the paving stones proposed to be used.

- b. Driveway widening may be done to one side of the existing driveway or both. The limit for widening on the garage side of the home is to the end of the wall or building line. On the side closest to the front entryway, the limit shall be to the end of the garage wall. For those homes with a sidewalk in front, the widening of any side shall also be continued on the street side of the sidewalk. The small triangle shapes at the end of the driveway shall be continued in the same proportion as they currently exist. The new paving stones must be a match, as closely as possible, in size, color and texture to those used by the developer. Those who choose to enlarge widen or curve a walkway from the driveway to the entryway shall not exceed ten feet for the width as measured from the front face of the garage wall. If the widening necessitates that any part of the irrigation system be changed, moved or in any way altered, prior written approval by the ARC is required, and the work may only be done by the HOA irrigation contractor.

- c. Driveway Maintenance
 1. Homeowners are responsible for the maintenance and cleanliness of their driveways. Homeowners are required to keep their driveways in good repair and clean at all times.
 2. ARC application and approval is required to apply any finish or sealer (clear or color enhancer) to the surface of the driveway. (HOA bulk program for driveway sealing by an HOA approved vendor using HOA approved sealer is exempt from the requirement to obtain specific ARC approval.)
 3. Homeowners using their own contractor and an HOA approved sealer, finish, or color enhanced product are not required to submit a paver sample to the ARC.
 4. Homeowners who want to use a sealer, finish, or color enhanced product not approved by the HOA, must provide the ARC a sample of the finish applied to half of an existing paver with their application.
 5. If color enhancer is applied to their driveways, homeowners are responsible for the upkeep and maintenance of the enhanced color. Homeowners are responsible for cleaning up and removing any sealer applied to HOA common property, including sidewalks.
 6. Homeowners who fail to submit an application or who use an unapproved sealer, finish, or color enhanced product on their driveways will be in violation of ARC rules and may, in addition to HOA approved penalties, be required to remove and completely replace the driveway pavers to original standards at their sole expense.

NOTE: No construction debris, equipment, excavated fill and/or materials can be left on the street, swale, or adjoining property during construction. All construction debris, excavated fill and/or materials must be hauled away after the construction process is complete. A dumpster used for debris removal may not be left in the roadway; it must be placed on the driveway and covered at the end of the work day. As soon as a dumpster is filled to capacity, it must be emptied. The homeowner is liable for any damage caused to common property in the course of installing, moving or removing the container.

Appendix A
Mailbox Information Sheet

1. OLD STYLE MAILBOXES/POSTS

- a. Replace with same style when replacing the box only.
- b. Replacement of both the mailbox and the post requires that they be upgraded to the new 2018 standard.
- c. The physical box structure must be maintained to as near as new condition as possible.
- d. The paint finish must be renewed when the sheen of the paint has weathered and no longer has a glossy finish.
- e. Replacement House numbers must be maintained on both sides of the banner plate using the 2018 style and size numbers.
- f. The box and post must be maintained vertically straight and perpendicular to the road.

2. NEW STYLE MAILBOXES/POSTS

- e. Homeowner shall maintain the glossy green finish.
- f. Homeowner shall maintain the box and post vertically straight and perpendicular to the road.
- g. If repainting is necessary, homeowner must use the approve dark green color and replace numbers with the same style and size if it is necessary.

Appendix B
Residential Solar Information Sheet

Solar and wind powered electric generation or hot water heating units are governed by prevailing Florida statutes.

1. Application and Required Information
 - a. The Homeowner must submit an application to the ARC for the approval of roof mounted solar collectors used to provide augmented power back to the utility grid or for the type used to heat and/ or enhance the homes hot water supply. Solar collectors are prohibited from being placed at ground level or mounted to other building surfaces. The Architectural Review Committee (ARC) requires submittal of an engineering package revealing the installation plans along with all other required information asked for in the application.

2. Orientation of Property and Solar collectors
 - a. Performance of solar energy is dependent on roof orientation relative to the sun.
 - b. Optimum property orientation is obtained when the sun is predominantly South to the house's longest roof line during the daytime hours. (Refer to your plat as surveyed and recorded with the Palm Beach County and submit with application.)
 - c. The defined South side may not face the street.
 - d. Roof vents may interfere cosmetically with roof layout for designated solar collectors and may limit power based on continuous-surface area exposure.
 - e. Owner's intended solar collectors may be installed on the roof with an orientation to the South or within 45° East or West of due south provided that such exposure does not place the solar collectors facing the street.
 - f. Solar collectors shall be installed and remain in the plane of the roof and may not be angled out of the plane or extended from the roof ridge or sides for added performance.
 - g. Roof installation to accommodate all types of solar panels shall conform and meet or exceed Miami-Dade hurricane codes.
 - h. Minimum wind forces of 140 mph, Category 4, or greater shall be specified.

3. Responsibilities
 - a. The homeowner shall seek the approval of the ARC prior to installation of the solar collector system.
 - b. The Homeowner's Association, in maintaining and preserving the safety and enjoyment of the community, has the right to final decision in its resolution in event of dispute. However, notwithstanding Florida Statute Section 163.04, Energy Devices based on Renewable Resources, the homeowner may not be prohibited or have the effect of prohibiting solar energy based on deed restrictions, covenants, or similar binding agreements.
 - c. Florida Power & Light Company requires that customer-owned solar photo voltaic panels supplying renewable energy generation shall be certified for interconnected operation if it has been submitted by a manufacturer to a nationally recognized testing and certification laboratory, and has been tested and listed by the laboratory for continuous interactive operation with an electric distribution system in compliance with the applicable codes and standards of IEEE 1547, IEEE 1547.1, and UL 1741, and the National Electric Code. Additional local codes may also apply.

- d. Customer-owned renewable energy generation connected to the utility grid shall include a *Utility-Interactive Inverter*, or other device certified pursuant to Section 2c above, that performs the function of automatically isolating the Customer-owned energy generation equipment from the electric grid in the event the electric grid loses power.

Appendix C

Accent Landscape Lighting Guide

The purpose of this guide is to provide information about designing and installing low voltage landscape lighting around your Villaggio home. This document will take you through technical information, design guidelines, fixture choice, light source selection, transformer description and a summary/guideline section.

Landscape lighting serves a similar function as does landscape design. They both bring beauty to the property while providing safety and security. A well-designed landscape lighting system will serve to accent the beauty of the plants and hardscapes while not overpowering the structures or overall property.

Technical: Low Voltage Landscape Lighting System

The ARC requires that any accent landscape lighting system installed within the community use a 12volt powered system... mainly for safety reasons. 12 volts systems use a transformer to lower or “step down” the voltage from 110/120v. Ultimately, a 12v lighting system is safer when used outdoors, is cost efficient to install, and uses less energy (watts) while producing higher levels of illumination, thus saving you money over time. Currently, the ARC recognizes and requires the most energy efficient light source on the market today, LED which stands for Light Emitting Diode. As the technology of light sources evolves, the ARC will adjust and always require systems that offer the highest efficiency that produce light most economically.

If you currently have an older system with halogen lamps? Don't worry, LED replacement lamps are available and can be easily swapped out. Think about this for a second. You can take one of your old 35-watt halogen lamps and change it out with a 3-watt LED lamp and have the same light output and color. Do the math and you'll see why more and more homeowners and landscape lighting designers are making the switch based on power consumption alone.

Design: Lighting Terminology

Lumens: Watts only measure the amount of power a bulb draws. Bulbs with the same wattage may put out very different amounts of light. Lumens tell you how much light a bulb emits. For example, a 60w regular bulb produces 800 lumens. In today's LED world you can achieve 800 lumens with 12 watts of LED, a pretty substantial energy savings.

Color Temperature

Color temperature is defined as light ‘quality’, which is just as important as light ‘quantity’. Color temperature is measured on a Kelvin (K) scale. You can find the color temperature for a light source listed on its packaging. Color temperatures above 3000K are generally considered to be cooler temperatures that are labeled as ‘Daylight’ that become bluer in tone (towards a clear midday sun) as the value goes up. Temperatures from 2700K to 3000K are considered warmer and are labeled ‘Warm light’. As values decrease, the light assumes a more amber tone. **The ARC standard is to use light sources from 2700K to 3000K.**

Design: Products and Usage

Beginning the design process starts with the focal point of the landscape and the home. Look at the architecture, the texture of the building materials and landscape materials in the foundation plantings. Use fixtures to illuminate shrubs, especially those plants or plantings that direct a visitor to the entrance or those plants that are accents to the architecture. Still moving further from the foundation plantings are hardscapes such as walks and drives. These are one of the most difficult areas to

illuminate. This lighting should be done in such a way that the “landing strip” appearance is avoided. With a little planning ambient light spilling from the foundation plantings may be enough to create a glow to gently light a walk and provide safety. Drives can be lit in the same manner or in combination with down lighting being used from nearby trees to light the way. The last items to light are the lawn areas, front and back. First frame the home by up lighting large trees in the front, back and sides. Next provide light in excessively dark areas of the lawn then use accent lighting, either up lighting, area or directional lighting to highlight points of interest.

Landscape Lighting’s Mantra: LESS IS MORE!!

You don’t need a ton of light to produce the affects you wish to achieve. A little light goes a long way at night.

Below is a list of fixtures and a short description of what each one does. Please note that this is a general description and a product catalog should be consulted to pick out the proper size, color, material and light source for the job.

Well Lights

Used in 80% of all landscape lighting applications, well lights are used mainly in areas where up lighting is required to illuminate the entire object or wash the object with light.

Path Lights

Path lights may be used for lighting pathways for beauty, safety and security. They also may be used to highlight plants within beds expanding the space highlighting low shrubs and flowers.

Directional Accent Lights

Directional lights, or bullets, are used when a concentrated beam of light is needed on specific plants, statuary or signage.

Underwater Lights for Water Features

These lights are directional and require complete submergence to remain cool. These are used to up light waterfalls, statuary and provide diffuse lighting of the feature.

Specialty Lights

Specialty lights serve a specific purpose. These lights are usually low wattage and only produce a small amount of illumination. Hardscape and step lights are just a few samples of this type of lighting.

Transformers

Transformers can be installed indoors or out and can be equipped with a timer and photo cell. They must be installed at least 12” above grade. Photocells and/or timers are suggested to control when the system is on or off. Typically, the system should come on at sunset and turn off at 11pm.

Controlling the Lights

The lighting transformer may be turned on or off by wiring it into a separate circuit using a wall switch or the lighting may be controlled remotely by attaching a timer, photocell or both to the transformer.

A photocell can be used in lieu of the timers and will operate the transformer from dusk to dawn. In order to conserve power, it is required to use the photo cell in conjunction with a timer to turn the power off at or before 1am.

The latest transformer technologies employ DC control where multiple scenes and on/off times may be programmed into the system controller. Technologies will continuously improve and innovate as the popularity of automated control grows.

Summary and Guidelines

- Landscape lighting provides beauty, safety and security to the home and landscape.
- Low voltage should be used when installing landscape lighting.
- LEDs are replacing Halogen as the preferred light source.
- Use the proper fixture with the recommended lumen output to produce enough light for the object but not to overpower the trees and plants, house or decorative objects.
- Color temperature is important when planning landscape lighting. 2700K or 3000K bulbs are required.
- Be mindful of light pollution. Light pollution can ruin the effect of a landscape lighting project. These include:
 - Light that shines directly into someone's eyes
 - Light that shines directly on a neighbor's home or windows
 - Over lighting, which creates glare or washes out the night sky
 - Consider using lighting shields or glare guards. Careful positioning can also help you avoid outdoor light pollution.

Whether you contract to have your landscape illuminated or you do it yourself, these guidelines should be a primer for you to illuminate your home to enhance the beauty, safety and security of your residence.

Written for the ARC by Eric Borden LS, lighting specialist certified by the American Lighting Association, landscape lighting expert and Villaggio resident.