

**ROTONDA MEADOWS/VILLAS CONSERVATION ASSOCIATION, INC.**

**Design Review Manual  
Guidelines for New Construction  
Board Proposed 2020**

Recorded Deed Restrictions provide for Architectural Review and Approval by the Rotonda Meadows/Villas Conservation Association, Inc., (the Association) for any type of New Construction. The following guidelines apply for residentially zoned lots and are to be used in conjunction with the Deed Restrictions and any other guidelines as established by the Design Review Board.

**The following subdivisions are subject to this Design Review Manual.  
Rotonda Meadows, Rotonda Villas and a portion of Rotonda Springs**

**Prior to the start of any construction, the following items must be submitted to the Design Review Board for review:**

**Note: All submitted plans and other required items shall be retained by the Association.**

1. A completed Application for Architectural Review form dated July 27, 2016 or as amended from time to time.
2. A complete set of building plans and specifications as submitted to Charlotte County.
3. A boundary & topographical survey of the Property by a registered mapper/surveyor.
4. A site & drainage plan for the Property as required by Charlotte County
  - For canal or lake front lots: The distance from the rear lot line to the water's edge must be shown with spot elevations at the top of the canal or lake bank and at the water's edge.
5. A complete set of any swimming pool plans as submitted to Charlotte County. Note that above ground swimming pools are not permitted.
6. An extra copy of the site plan showing a detailed landscape plan including any required Charlotte County tree points and a sight screen plan for outside equipment and trash cans. The sight screen plan should include material, type, color, and style. (See separate Fence Guidelines).
7. Color samples for exterior main, trim, front door, garage door, soffit, and window frame colors including manufacturer's chips with color codes.
8. Roof colors and materials (description of color, name of manufacturer, and code number). Samples from the manufacturer may be required.
9. A non-refundable plan review and inspection fee of \$300 made payable to Rotonda Meadows/Villas Conservation Association, Inc.
10. A refundable New Construction Compliance fee of \$1,000 made payable to Rotonda Meadows/Villas Conservation Association, Inc.

**Architectural Review Standards for All Construction and Improvements:**

1. Review and approval will be based on a standard of aesthetically pleasing exterior design in line with current upscale new construction as well as a sense of harmony and compatibility within the subdivision.
2. Exterior Elevations:
  - a. The same exterior elevation on adjoining lots is not allowed, whether or not the garage is reversed.
  - b. Blank exterior wall expanses that lack windows, doors, landscaping, or a cementitious design will not be permitted.
  - c. Decorative banding, motifs or quoins must be of a raised cementitious design.
  - d. Exterior block walls must have cementitious finish.
  - e. Siding on exterior walls may be approved and will be considered only on a case-by-case basis.
  - f. Exterior housing and elevation designs must contain features such as:
    - Columns
    - Raised quoins
    - Raised decorative bands
    - Visually interesting front window design
    - Architecturally pleasing front entries

- Roof & exterior wall offsets
- Roof Gutters or acceptable alternatives for proper site drainage

3. Windows:

- a. Minimum of 2 windows is required for each side of the home (right and left elevations).
- b. Visually interesting window designs are required on the front elevation.
- c. Glass block on exterior elevations will be considered on a case-by-case basis.

4. Roof Design:

- a. Minimum roof pitch is 5/12 for conventional roof design. Any roof design outside of conventional construction shall be reviewed and voted on by the Association’s Board of Directors on a case by case basis.
- b. Minimum main roof overhang is 18 inches with 6-inch fascia board.
- c. Gable or high front entrance hip ends may be less than 18 inches and will be considered on a case-by-case basis.
- d. Shingle roofs must be of the “dimensional or architectural” type.
- e. Tile roofs must be glazed or sealed.
- f. Metal or metal-based roofs are permitted.

5. Landscaping/Fences

- a. A Landscaping Plan is required. Please refer to the separate adopted Landscape Criteria Guidelines for details.
- b. Fences are limited by the adopted Fence Guidelines. Please refer to the separate adopted Fence Guidelines for details.
- c. All driveways must be of concrete or paver block type construction.

6. Sight Screening:

- a. Sight screening is required for outside equipment, Air Conditioning compressors and pool heaters are exempt. Please refer to the separate Fence Guidelines for details.
- b. Air conditioner compressors cannot be elevated on a wood foundation.

7. Utilities and Drainage:

**Electrical Utility Service: All new construction will require underground electric power from the power company pole to the improvement.**

**Service lines crossing streets must be underground to a Hand Hole. No feeder poles on the opposite side of the street will be allowed.**

**Surface Drainage: The new construction impact on adjacent lots, whether or not addressed by Charlotte County Code, is an area of concern, especially when stem wall and piling construction are side by side.**

**Surface drainage on the subject property shall be diverted to a storm sewer conveyance or other approved on-site point of collection that does not create a hazard. Lots shall be graded to drain surface water away from foundation walls and to ensure that drainage occurs across the subject property without impacting the adjoining parcels.**

8. The Association Will Not Approve:

- a. Metal swale pipes
- b. Use of Lattice
- c. Carports

9. Setback requirements are per Charlotte County code. **However, for single family homes constructed on multi-family zoned lots located in Block 75 and Block 76 Rotonda Meadows that border the Rotonda Meadows Tract AE Lake, the following setbacks shall apply: 40 foot minimum and 50 foot maximum front setback.**

10. New architectural design, products, materials or exterior colors may be submitted to the Association for consideration on a case by case basis.

### **Single Family Construction Review Specifications:**

1. Square Footage:
  - a. Minimum living area: 1400 ft<sup>2</sup> **as measured from outside wall to outside wall.**
2. Building Height: (measured from FEMA first habitable floor level)
  - a. Maximum 32 feet to the peak of the roof.
  - b. Two (2) stories maximum.
  - c. Parking or storage underneath structure counts as 1 of the 2 stories.
  - d. Elevated designs will be reviewed on a case-by-case basis.
  - e. All areas under the first living floor must be fully enclosed including parking and storage areas. The use of lattice material for enclosures will not be approved.
3. Garages:
  - a. Garages must be attached to the main structure and/or be located fully enclosed under the first living story.
  - b. Garage Size:
    - Homes with 1600 ft<sup>2</sup> or more living area: Minimum 400 ft<sup>2</sup> of unobstructed interior space, not including outside walls.
    - Homes with less than 1600 ft<sup>2</sup> living area Minimum 375 ft<sup>2</sup> of unobstructed interior space, not including outside walls.
  - c. Minimum 8-foot wide garage door for each bay or a 16-foot wide for double bays.
  - d. Garage gable end elevations may require either or both:
    - An eight (8) foot high garage door.
    - A raised cementitious design on the gable end.

### **Multi-Family Construction Review Specifications:**

1. Square Footage:
  - a. Minimum living area: 1,100 ft<sup>2</sup> per unit as measured from outside wall to outside wall.
2. Building Height: (measured from FEMA first habitable floor level)
  - a. Maximum 40 feet to the peak of the roof.
  - b. Two (2) stories maximum.
  - c. Parking or storage underneath structure does not count as a story.
  - d. Elevated designs will be reviewed on a case-by-case basis.
  - e. All areas under the first living floor must be fully enclosed including parking and storage areas. The use of lattice material for enclosures will not be approved.
3. Garages:
  - a. Garages must be attached to the main structure and/or be located fully enclosed under the first living story.
  - b. Each unit must have a fully enclosed garage containing a minimum of 200 ft<sup>2</sup> of unobstructed interior space not including outside walls.
  - c. Each garage must have a minimum 8-foot wide entry door.
  - d. Garage gable end elevations may require either or both:
    - An eight (8) foot high garage door.
    - A raised cementitious design on the gable ends.
  - e. Driveway design in Multi Family areas using tandem parking will not be approved, however, flared driveway areas may be permitted based on-site plan review.

### **New Construction for Planned Residential Developments or Commercial Projects:**

1. Guidelines and specifications for these type improvements, projects or developments are not fully covered under this Design Review Manual.

2. Any such project or improvement shall be reviewed on a single case basis and will require a pre-application review meeting with the Design Review Board prior to any Builder/Contractor or Owner Builder application to Charlotte County for a building permit.

### **Boat Docks & Landing Platform Standards:**

No boat docks, landing platforms, or similar structures may be constructed, erected, or maintained by an Owner on the Common Property without the express written consent of the Board of Directors of the Association, which consent may be withheld in the sole and absolute discretion of the Board of Directors. Installation of a boat dock, landing platform or similar structure will require compliance with Board adopted guidelines including but not limited to architectural review and signed agreements with maintenance, insurance, and indemnification provisions. (See separate Dock Guidelines)

### **Flag Pole Standards:**

1. Residential: twenty foot (20') above ground maximum height limit as measured from the existing ground level and cannot be placed on any newly created mound or the building roof.
2. Multi Family and Commercial: thirty five foot (35') above ground maximum height limit as measured from the existing ground level and cannot be placed on any newly created mound or the building roof.

### **Sign Guidelines for Model Homes and Construction Projects:**

The Association's Sign Guidelines for Model Homes and Construction Projects are considered a part of this Design Review Manual. Please contact the Association for a copy of the Signage Guidelines or visit the Association website for more details.

### **New Construction Compliance Program:**

The Association may establish and from time to time modify the rules regarding the New Construction Compliance Program. Further, the Association may modify the schedule of fees and/or deposits to ensure compliance with and to cover costs related to the administration of the New Construction Compliance Program. Please refer to the separate New Construction Compliance Program for details.

### **Changes to Plans and Specifications:**

Any changes in house plans after the plans have been reviewed and approved by the Design Review Board must also be approved. Such changes shall include but not be limited to changes in roofing materials or color, exterior wall and trim colors, all exterior (elevation) design changes, and any other deviations from the original approved application. Application for changes must be made using the "Request For Review Of Proposed Residential Modification" form which may be obtained from the Association office.

### **Expired Building Permit or Change of Builder/Contractor:**

In the event of an expired, cancelled or voided Charlotte County building permit or a change of the Builder/Contractor the following shall apply: The current Builder/Contractor or Owner must re-submit a new application, plans and specifications along with a \$300 plans and review fee prior to the restart of construction. A change of Builder/Contractor will require a new \$1,000 refundable New Construction Compliance fee.

### **Association Authority:**

1. The Architectural Review process will only begin after the receipt of a complete application. A completed application must include the notarized signature of all owners, and all requested documents, monies, and color samples. Approval shall be effective for a period of one (1) year from the effective date of such approval.

2. Disapproval of plans & specifications that are deemed unsuitable, unacceptable or inappropriate for the subdivisions are based on the sole and absolute discretion of the Association.
3. The Association's Design Review Manual construction specifications may be subject to change from time to time and are not solely limited to the items referenced in this Design Review Manual.
4. Any case-by-case Association approval will be for a single use only and will not be considered a precedent.
5. Any construction or work for which plans, specifications and other materials have been approved must be completed within one (1) year from the commencement date unless otherwise approved by the Board.

**Non-Liability (Reference Article 7, Section 10 of the recorded Deed Restrictions):**

The review and approval, or disapproval, of all plans and specifications submitted for any proposed new construction shall not be deemed approval or certification of the proposed construction for structural safety or conformance with building or other codes. The Association shall not be liable to any Owner or any other person or entity for any loss, damage, or injury arising out of or in any way connected with the performance or nonperformance of the duties hereunder or the approval or disapproval of any plans or specifications.

**Inspections:**

Article 7, Section 8 of the Deed Restrictions provides, among other items, that the Association reserves the right, but not the obligation, to inspect construction as it proceeds. The purpose of any inspection would be to determine that construction is in compliance with the approved plans, specifications and the Deed Restrictions. The Association can impose fines on the Owner for non-compliance with the Approved Plans.

**Enforcement:**

Failure to adhere to this Design Review Manual or The New Construction Compliance Program is a violation of the Deed Restrictions. The Property Owner is responsible for any Deed Restriction violation. The Association enforces the Deed Restrictions. The Association can impose fines on the Property Owner for Deed Restriction violations.

Please contact us if you have any questions and thank you for building in Rotonda Meadows, Villas or Springs. Completed application forms, plans, & specifications and fees may be delivered to the Association:

Rotonda Meadows/Villas Conservation Association, Inc.

Design Review Board

3754 Cape Haze Drive

Rotonda West, Florida 33947

Phone: 941-697-9722

Fax: 941-697-0738

[www.rotondameadowsvillas.com](http://www.rotondameadowsvillas.com)

Mailing Address:

P.O. Box 299

Placida, FL 33946

## ROTONDA MEADOWS/VILLAS LANDSCAPE GUIDELINES

Board Proposed 8-19-20

The provisions of this Section are to promote and maintain the aesthetic character of the Meadows/Villas neighborhoods within the community. The property owner shall be responsible for the design, installation and maintenance of landscape material in accordance with criteria and guidelines adopted by the Meadows/Villas Conservation Association, Inc.

The Rotonda Meadows/Villas Conservation Association considers landscaping to be a critical design element to the community and to the individual homes within the community and urge you to consider "Florida Friendly Landscaping" and its many benefits to our community. Florida Friendly Landscaping (FFL) utilizes several commonsense elements of our environment and the advice of numerous experts to create a sensible plan for every yard. The FFL program provides all the necessary elements to create a well-planned and ecologically sensitive landscape. We hope FFL encourages families to enjoy all the joy and beauty of Florida's landscape. The FFL design detail must be included on the landscape plan submitted to the HOA NCC.

Florida Friendly Landscaping Web Address: <http://www.floridayards.org/>

Landscaping is to be strategically placed along the exterior elevations to soften the appearance of extensive areas of cementitious walls and to enhance the appearance of the structure. Once the landscape plan has been approved, the plan shall be implemented no later than thirty (30) days after the Certificate of Occupancy has been issued by Charlotte County, unless weather conditions reasonably require delay. Implementation of the plan will commence when weather conditions become favorable as deemed by the Association NCC.

In order for the NCC to evaluate the owner's proposed landscape plan and its compliance within the intent of these guidelines, the owner shall submit a detailed site plan showing the location of planter beds and trees.

### Minimum Landscape Requirements

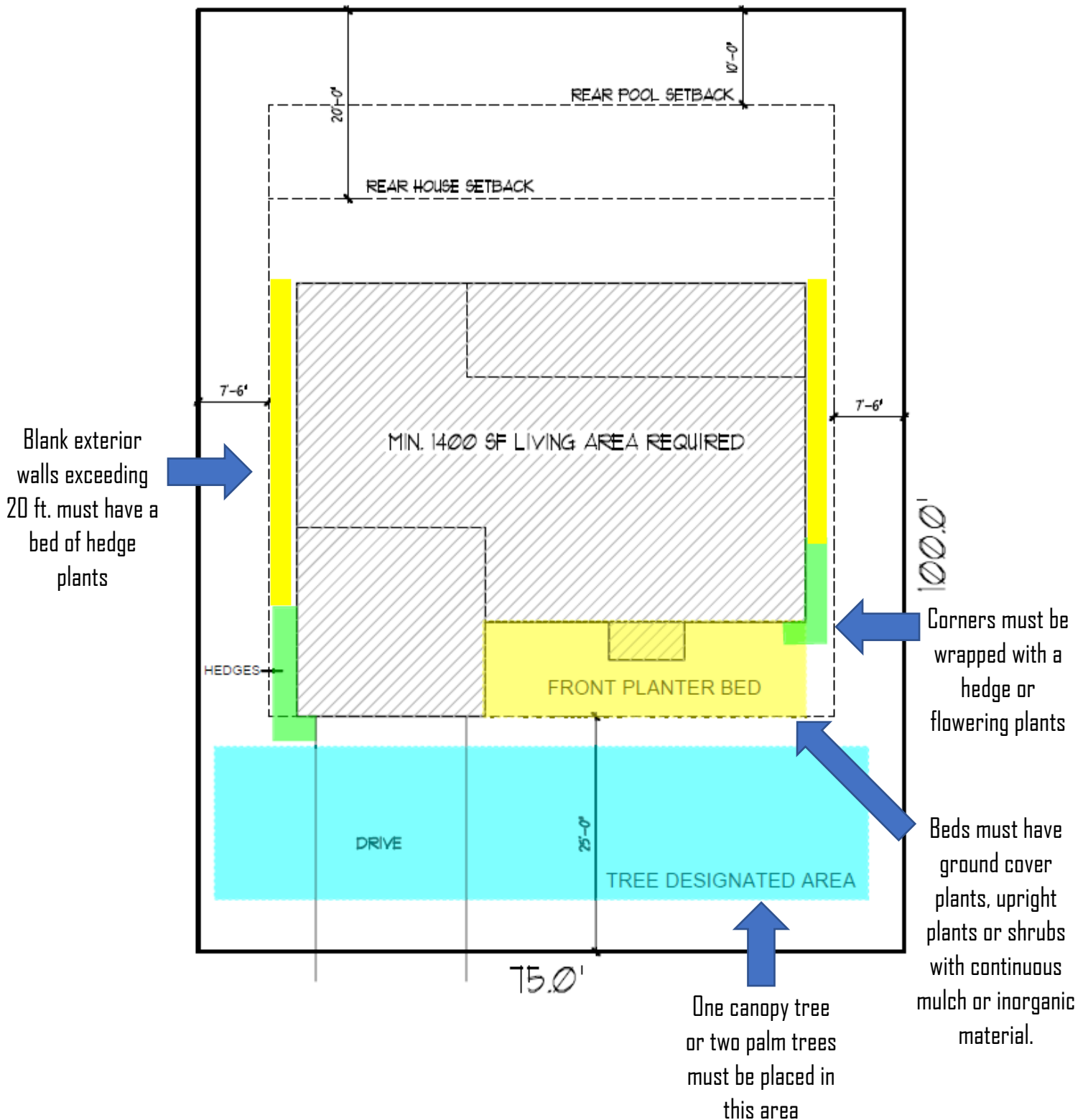
- Front and Side Area – The front and side area shall present an attractive appearance and is defined as extending from the two back corners of the home down the sides to the front yard. Primarily, the front corners of the home and garage must be wrapped with hedge or flowering plants a minimum size of 7 gallon or 36 inches in height. The front of the home must be landscaped with planter beds with upright plants or shrubs. Long blank walls along the side of the home 20 feet or more in length must have a bed of hedge plants (minimum height 36 inches) to break up the elevation appearance of the wall.
- Sod - All areas along the street front (and side street for corner lots) of each home site not covered with pavement, buildings, or ground cover shall be completely sodded with Bahia, St. Augustine or Zoysia. If St. Augustine or Zoysia sod is selected, an irrigation system must be installed. Street frontage is defined as the area from the back of the curb to the front

- edge (and side edge to the rear of the lot line for a corner lot) of the house foundation. All lawns must be mowed on a regular basis, edges trimmed and be kept free of excessive weed growth.
- Mulch - All areas within each home site not covered with pavement, buildings, plants, shrubs, ground cover or sod shall be covered with mulch or pine bark. Mulch or pine bark shall be used in all planting beds and around bases of isolated trees and shall be spread evenly to a 3" depth.
  - Planter Beds - The plan shall denote location of bed and name and size (gal) of plants to be used. Note that ground cover plants must be a minimum size of 1 gallon and upright plants and shrubs must be a minimum of 3 gallon in size. All beds must have a continuous mulch or inorganic material around plants and shrubs. All planter beds must be neatly trimmed, weeded and kept free of dead plants and debris.
  - Hedge Material – The hedge material used around the foundation plantings shall be planted at 36 inches in height (7 gal). All hedge plants must be properly trimmed and kept in good condition. Dead plants must be replaced.
  - Trees - One canopy tree (minimum 4 inch trunk diameter) is required in the front area of each lot. Palms may count toward this requirement at the ratio of two (2) palms per one (1) canopy tree.
  - Vegetable Gardens & Fruit Trees - Vegetable gardens and fruit trees must be located in the rear yard, adequately maintained and weeds controlled. These areas must also be screened from the street view from any angle.
  - Rock & Stone - Under the following limited circumstances and conditions, applications for rock/gravel may be submitted and shall be considered. Applications shall only be considered for the following:
    - Areas immediately below roof overhangs which are impacted by rainfall washing out mulch or causing moisture concerns.
    - Areas along the foundation, no more than two (2) feet wide, where water erodes soil and turf or where standing water is causing a moisture concern.
    - Acceptable stone and rock shall be considered natural varieties, 0.5 cubic feet in size, such as lava rock, egg rock, river pebbles, mini marble chips and pea gravel. Applications shall include the name/type and picture of the rock to be installed.
  - All Existing Landscape Elements - Existing landscape elements must be maintained in a satisfactory condition. Repair or replacement of existing elements will be required of the Builder prior to Development Deposit release if such components exhibit deficiencies. In order that the natural beauty of the home site may be preserved, no living tree having a diameter of three (3) inches or more, as measured by two (2) feet from the natural grade, shall be destroyed or removed from the property unless approved by the ACC in connection with its approval of the plans and specifications for the construction of improvements on the property.

- Prohibited Invasive Plants and Trees - The plants found at the link below are considered invasive species by the State of Florida and planting any of them is prohibited. These non-native plants can have an adverse effect on landscaping and native Florida species. The University of Florida assesses plant material on a regular basis so it is advised you check the most recent information on invasive plants at the following website:  
<https://assessment.ifas.ufl.edu/assessments/>

Please refer to the attached general house layout to get an idea of where plants and trees are to be located.





All areas along the street front (and side street for corner lots) of each home site not covered with pavement, buildings or ground cover must be completely sodded with Bahia, St. Augustine or Zoysia grass. If St. Augustine or Zoysia is selected, an irrigation system must be installed. Street frontage is defined as the area from the back of the curb to the front edge (and side edge to the rear of the lot line for a corner lot) of the house foundation.