

ARCHITECTURAL GUIDELINES AND REVIEW PROCEDURES
FOR
THE VINES COMMUNITY ASSOCIATION

March 2006

I. PURPOSE AND PHILOSOPHY

The Architectural Guidelines provide standards for the design and construction of custom single family estate homes at The Vines Golf and Country Club.

The Vines has high standards for architectural and landscaping design. The intention is to enhance the value of real estate by encouraging innovation and to set minimum requirements that place The Vines a notch above other luxury country club communities.

Your cooperation is required to bring out the beauty of the land plan and golf course. The Architectural Review Board (ARB) will serve the best interests of all homeowners at The Vines. The following points summarize the philosophy of the Architectural Review Board:

- A. The Vines Golf and Country Club is a carefully planned residential community with natural beauty, quality recreational amenities and controlled development contributing to the lifestyle of its residents.
- B. For single-family estate homes, The Vines encourages architectural styles that conform to these development guidelines.
- C. The ARB will evaluate building plans, styles and techniques at The Vines to determine fulfillment of overall development objectives.
- D. It is not necessary for every home at The Vines to be unique; however, frequent repetition of designs within a neighborhood will not be acceptable.
- E. Although building costs may escalate, it is not in the interest of The Vines to permit lesser quality development in response to cost considerations.
- F. Speculative builders can provide an important service within the community by providing homes for people who do not wish to have a custom home built. The same standards, however, will be applied in reviewing designs submitted by speculative builders as for all other applicants.

II. PLANNING THE HOME

The building of a home at The Vines Golf and Country Club should be an exciting and pleasurable experience. For many property owners, it represents one of the major investments made in their lifetime. Therefore, it is recommended that owners consult an architect or builder familiar with the development standards at The Vines. Without the services of an architect or qualified designer, owners may find it difficult to achieve the desired development objectives of The Vines. A home should be designed for a specific site and for the particular needs of its residents.

For additional information regarding architects, designers and builders, contact the Development Office at The Vines at (941)267-3700. The staff is available to help you interpret the guidelines, offer suggestions about your home concept and assist you in contacting qualified people for design and construction.

III. ARCHITECTURAL CRITERIA

A. General Comment - The following paragraphs provide specific guidelines for planning your new home. One caution: the overall impact of a home design involves issues of taste and judgment which cannot be completely reduced to measurable standards of size, setback, roof pitch, etc. A home which meets all the statistical criteria may be unacceptable for The Vines if its overall aesthetic impact is unacceptable in the judgment of the ARB.

B. Flood Plane Elevation - The Vines is exempt from flood plane requirements and restrictions; mortgagors, therefore, will not require flood insurance coverage. Minimum finished floor height is 14" above the crown of the adjacent road.

C. Exterior Design - In evaluating the exterior appearance of a home, the Committee takes into consideration all of the elements of design which contribute to a successful design solution, including but not limited to:

1. Site Utilization - Relationship of proposed construction to existing natural and man-made features; views from the home and adjacent structures; effect on the streetscape, common open space, neighbors, drives, parking and landscape treatment.

2. Scale - Relationship of proposed structure to surrounding structures and site size in terms of lot coverage, height, width and overall visual impact.

3. Massing - Relationship of the elements of the structure to one another.

4. Fenestration - Relationship of exterior openings (doors, windows, etc.) to the solid portions of the design and to one another, compatibility with the design of the home, materials used and the manner in which the fenestration is detailed.

5. Roof Scope - Relationship of roof shapes and treatment to the overall design concept of the home. No flat deck or built-up roofs will be permitted as any portion of a roof design plan.

6. Aesthetics - Overall design quality based on the professional judgment of the ARB.

D. Building Development Standards

MINIMUM REQUIRED:

Living Area

Single Story

2,200 Sq. Feet

Two Story

Not less than 1,800 Sq. Feet on the first floor

Front Setback

30' Minimum

Rear Setback

20% of Lot Depth as a minimum and may be increased at discretion of the ARB

Side Setbacks

15' Minimum or 10% of Lot Width

NOTE: No stilt (piling) home or "mobile" or "modular" structure of any kind will be permitted at The Vines.

Definitions:

Setback – The distance between an exterior wall of the main structure and the nearest lot line.

Height – As measured from the finished first floor.

E. Service Area - The planning of the home should include areas to accommodate air conditioning compressors, garbage cans, the electrical meter, service entrance and other items that by their nature present an unsightly appearance. The service area or areas should be convenient to the utility service of the site and screened from view by an enclosure that is an integral part of the site plan using materials and colors that are harmonious with the home it serves.

F. Off-Street Parking and Driveways

1. Because lots are large at The Vines, side-entry garages shall be the standard driveway plan. In some instances, however, lot geometry may preclude a side-entry garage and a direct, frontal arrangement may be approved by the ARB.

2. All homes will have a defined driveway constructed of concrete, pavers, brick or other suitable impervious material. Driveways must not

be located closer than ten feet (10') from a side property line and should offer off-street parking for at least two automobiles. Where a lot fronts on more than one street, the lot shall be entered from the secondary street.

G. Garages - Garage doors are to be closed at all times except when in use. Electric garage door openers should be used. Garages must provide space for a minimum of two cars. Since private golf carts are permitted, a garage design that includes space for the cart is recommended.

H. Fences, Screens and Sheds - Fences are not permitted to enclose or define property lines of individual homesites. Fences or screens may be used, however, upon approval of the ARB to enclose service areas, patios, swimming pools or other areas requiring privacy.

I. Television Antennas - Cable television is available at The Vines. Where a television antenna is desired, it must be located within the house or attic. No exterior "dishes" will be permitted.

J. Landscaping - A Landscape Plan shall accompany every new home application. The requirements of this plan are provided by Article IV of these Guidelines. Landscape plans will be reviewed by a landscape architect as part of the ARB review.

The minimum recommended budget for landscaping an estate home at The Vines is \$7,500.00 (excluding sod and irrigation system). All landscaping plans must comply with the Streetscape Landscaping Plan prepared by J. Roland Lieber, Landscape Architect ("The Plan"). Each lot purchaser will be responsible for purchasing and installing street trees in accordance with "The Plan" as part of the landscape plan submitted to the ARB. The Streetscape Landscape Plan is available for review at the development office.

K. Exterior Materials, Colors and Textures - The material used to clad a building is very important to exterior appearance. At The Vines, exterior materials and colors are expected to harmonize with the natural surroundings. Materials which are appropriate to achieve this harmony include rough-sawn woods, brick and stucco; earth-tone colors are appropriate and are normally more subdued. Building materials used should be fundamental to the house design. Non-indigenous materials should be avoided.

Exterior finished materials are expected to be of the very highest quality. Woods used for siding or trim shall be durable by type and/or treatment. Wood, brick, stucco and other materials proposed for exterior use shall be submitted to the Board and approved before installation.

The roof of a building is often a major feature of its design and the material selected for covering it is very important. The proposed roofing material, color and application will be critical parts of the ARB's design evaluation. Tile roofs

are required.

The use of windows, glass doors and glass walls is very appropriate to take advantage of views, breezes and natural light. Good quality windows and doors are required, with all aluminum units being finished in an earth-tone or white, factory-applied finish. Window shutters are appropriate when sized to match window openings and mounted to appear functional. Awnings must be approved for color, material and shape by the ARB.

Samples of all exterior materials, colors and textures shall be submitted at the time of the application for final review. Paint and stain color samples shall be submitted on the actual material to which they will be applied.

L. Repetitive Designs - Some house designs may be unacceptable for a particular lot because of similarity to homes in the immediate neighborhood. If, in the judgment of the ARB, the massing, basic style, roof line, exterior materials, colors or other features of a home are too similar to its neighbors, the design will not be approved.

M. Mailboxes - The ARB will provide criteria for this subject in a supplement to these Guidelines.

IV. ARCHITECTURAL REVIEW PROCESS

Plans for all new construction, subsequent alterations or additions, must be approved by the ARB.

A. Application Policies and Procedures

1. Application Form - Applications should be made in duplicate on forms provided by the ARB. One form will be returned to the applicant advising approval or disapproval after a plan has been reviewed.

2. Preliminary Application - Prior to the preparation of construction drawings, the ARB recommends that the applicant submit a preliminary application for its comment. In this manner, conceptual errors may be resolved and the possibility of a lengthy review period avoided. The preliminary application will be accompanied by two sets of plans and may be drawn in "sketch" form. A preliminary application includes:

a) Site Analysis:

(1) Provide a tree and vegetation survey that clearly identifies significant sized species and location.

(2) Indicate views and vistas to and from the site.

- (3) Show the position of any neighboring homes and their effect on proposed construction.
 - (4) Designate other natural or man-made features which could affect the design.
 - b) Site Plan:
 - (1) Drawn at a scale of 1" = 10' superimposed over the existing tree survey.
 - (2) Show and identify species and diameter of vegetation as described above, and indicate any trees to be removed and reasons for removal.
 - (3) Show existing and proposed topography (approximate grades).
 - (4) Show setbacks from property lines.
 - (5) Indicate site development including walks, drives, patios, decks, fences, etc.
 - (6) Show proposed landscaping indicating general massing of plants and trees and intended use of plant material.
 - c) Floor Plans:
 - (1) Drawn to a minimum scale of 1" = 10'.
 - (2) Show changes in level, relationship to important site features, etc.
 - d) House Elevations:
 - (1) Drawn at the same scale as the floor plans.
 - (2) Show four elevations or provide a model.
 - e) Submit any additional information which will aid the ARB in the evaluation of the proposed design.
3. Final Application - Two complete sets of documents shall accompany the application. If approved, one set of documents will be stamped "Approved" and returned to the applicant. Each sheet of drawings and the first page of other documents shall include the lot number, street names, applicant's name, architect or designer and the date of drawings. Documents submitted include the following:

a) Site Plan:

(1) Show all information required for a preliminary submittal except as shall be accurately drawn "hard line", identify all materials, be fully dimensioned and show the roof plan (unless shown in a separate drawing) and exterior lighting, if any.

b) Landscape Plan:

(1) Superimposed over the site plan, indicating the locations, bounds, numbers and species of all plants, trees, shrubs and ground covers. All landscape plans shall conform to the master landscaping plan with regard to trees along the street. (See Article III-J for additional information.)

c) Floor Plans:

(1) Drawn to a scale of 1/4" = 1'.

(2) Show any changes in floor level.

(3) Show all dimensions.

(4) Include all door and window symbols and schedules.

(5) Show all attached decks and other appurtenances.

d) Elevations:

(1) Drawn to a scale of 1/4" = 1'.

(2) Show all exterior views of the house including those which will be partially blocked from view by garages, fences or other parts of the building.

(3) Indicate all exterior finish materials.

(4) Show finished floor elevations and existing and proposed grade lines.

(5) Show all exterior openings.

e) Wall Sections:

(1) Drawn to a minimum 3/4" = 1'.

(2) Indicate roof pitch.

4. Submission of Typical Building Materials - Except when the ARB specifically elects to waive this requirement, where the colors or materials are known to the ARB, both the names of proposed exterior materials and physical samples will be included or will accompany the application as listed below. An application will not be considered complete without these exterior samples:

- a) Include the name, grade, description and sample of roofing to be used.
- b) Include the name, grade and sample of any siding with chosen color applied.
- c) A typical example of brick to be used.
- d) Any other exterior materials of significance to the design.

5. Fee - An administrative fee, currently \$50.00 (made payable to the Vines Community Association) is due with each application.

6. Stake-Out Prior to Final Approval - Before final approval and the commencement of any site clearing, the applicant shall stake and string all property lines, corners of the proposed structure and identify with orange tape all trees to be removed. The Development Office shall then be notified to inspect the site for compliance with the approved plans. When compliance has been ascertained, the ARB will sign the site plan as "Approved".

7. Meetings - The ARB will generally meet on the third Thursday of each month at 9:00 a.m. Applications received after the close of business on the Tuesday preceding the meeting will normally not be reviewed until the following meeting. An application may be returned by the Development Office without action by the ARB if the application is incomplete. Applicants do not attend meetings unless so requested by the ARB.

8. Architectural Review Board Response - The ARB may offer specific suggestions for further consideration which may resolve any design problems found by the ARB. The ARB can, however, reject an application based on the professional judgment of its members without citing specifics for the following reasons, among others:

- a) Insufficient information to adequately evaluate the design or design intent.
- b) Poor overall design quality.
- c) Incompatible design elements.

- d) Inappropriate design concept or design treatment.
- e) A design found to have an adverse effect on the character of The Vines or its residents.

The ARB will not normally comment on or reject a custom-designed home because of its interior elements except in cases where those features affect the exterior appearance. Observations by the ARB which it believes could make the home acceptable will be passed on to the applicant for consideration. The ARB may, however, reject the design of speculative houses because of interior design features, when, in its judgment, the livability of the submitted design does not meet the standards expected of speculative houses at The Vines.

B. Construction

1. Pre-Construction Activities

- a) No lot is to be cleared or construction otherwise started without written approval of the plans and issuance of a Vines construction permit for that lot by the ARB. Before approval is given, the applicant must sign the Buildings Construction Agreement in which the applicant agrees to pay for any damages to street, curbs, common areas or adjoining lots occurring during lot clearing, house construction or landscaping.
- b) Approval by the ARB does not preclude the necessity for obtaining a Building Permit from the Lee County Building Department.
- c) The builder, lot owner or architect should ensure availability of all utilities. An application should be made to Florida Power and Light Company for temporary and permanent electrical service. Application for water and sewer service must be made to Gulf Utilities. Water and sewer hook-up fees have been pre-paid for all lots.
- d) The connections for water and sewer are indicated on each lot. Care should be exercised in clearing of the lot. Prior to excavation at the site, Comcast Cablevision should be contacted to determine the location of the buried television cable.
- e) Florida Power and Light Company will run the electric service from the transformer to the residence by the most direct route to a point on the building nearest the transformer at no cost to the contractor. Additional cable required to enter the building at any other point may result in a charge to the builder by FPL.

f) There is no dumping area available at The Vines. Provisions for these services should be made with other sources in compliance with the Lee County code.

g) If assistance is needed in locating lot corners or determining points of elevation, contact the Development Office at The Vines (267-3700).

h) Fire protection at The Vines is provided by the San Carlos Park Fire District at 267-7525.

2. During Construction

a) Damage to curbs, streets and common areas as a result of construction will be charged to the owners.

b) Only those trees marked and indicated to be removed on the approved site plan will be removed. Care should be exercised to protect all other trees from equipment damage and/or filling. Use protective barriers or bulkheading where necessary so as not to cover the roots of remaining trees with soil.

c) The use of adjoining properties for access to the site or for the storage of materials without the written permission of the adjacent owner is forbidden.

d) The storage of materials must be in an inconspicuous area of the site. Cleanliness will be practiced and contractors are required to make frequent clean-ups of surplus materials, trash wrappers, etc. A trash barrel must be maintained on each site for the disposal of small trash and eating litter. Unsightly building sites constitute nuisances to the community and will be handled according to the covenants and restrictions.

e) Because sewer, water, electric, TV and telephone service to the home are underground, care should be taken to ensure that these lines have been installed and the water and sewer connections made prior to paving drives, walks, etc. Any questions about location of underground lines should be directed to the Development Office at The Vines.

f) A portable toilet is required for all construction sites.

g) No loud radios, stereos or other broadcasting devices are permitted that are disruptive to play on the golf course.

3. Completion of Construction - The property owner and contractor are responsible for:

- a) Removing all building debris from the site and surrounding area.
- b) Removing contractor's signs.
- c) Removing the temporary electric service electrical pole.

4. General Information for Builders

a) A construction entry gatehouse has been constructed at The Vines for the purpose of monitoring incoming and outgoing traffic for property owners and the contractors as a deterrent against theft, vandalism, etc. The gatehouse personnel will also assist in the delivery of materials by directing suppliers and subcontractors to your job site. We ask your cooperation in working with the gatehouse staff by following these rules:

(1) All incoming vehicles must stop at the gatehouse for identification by the staff.

(2) Drivers should be prepared to stop at the gatehouse when leaving The Vines if signaled to do so by gatehouse personnel.

b) One sign displaying the contractors and/or architect's name may be displayed on the lot. This sign must not exceed six square feet in area and must be in harmony with the design standards of The Vines. No loud or gaudy colors will be permitted. When the job is completed, the sign must be removed immediately. No other signs will be displayed at any time, including those of subcontractors or signs advertising other goods or services. Sign specifications are provided in an addendum to this document.

c) The working hours for construction personnel at The Vines will be from 7:00 a.m. to 7:00 p.m., Monday through Friday, and 8:00 a.m. to 5:00 p.m. on Saturday. No work will be performed on Sunday. If you wish to send your workmen or subcontractors after hours or on Sunday, you must notify The Vines Sales Center of your plan to do so. We would expect you to advise your personnel of the above regulations prior to sending them to The Vines.

Appendix A – Standard Mailbox

The standard mailbox design for the Vines is shown below. It is constructed of anodized aluminum and powder coated in a medium bronze color. The mailbox is available from Trutwin Custom Signs.



THE VINES COMMUNITY ASSOCIATION
APPLICATION FOR NEW CONSTRUCTION

DATE: _____ LOT: _____

OWNER NAME: _____ PHONE#: _____

OWNER ADDRESS: _____

BUILDER NAME: _____ PHONE #: _____

This application is required in accordance with the Declarations for the Vines Community Association as recorded in the Public Records of Lee County, Florida. Architectural Review and Written Approval must be received before construction can commence. The following items are required to complete this application:

1. Site plan (1"=8' scale) with topography showing existing trees on the lot and indicating any trees to be removed. Indicate the location of the house, pool, patio and other structures and the required front, side and rear setback lines. Indicate the neighboring driveways and house location if applicable.
2. Floor plans and elevations (1"=4' scale) with exterior colors and roofing materials indicated. Attach color samples if available.
3. Landscape plans including planting of street trees as required on the overall perimeter buffer plan prepared by J. Roland Lieber, P.A., Landscape Architects. A minimum of \$7,500.00 per lot is suggested as a landscaping budget. All lots must be irrigated and fully sodded.
4. \$50.00 plan review fee made payable to Vines Community Association.

Submission of this application does not automatically obtain approval. The Architectural Review Board will review requests on a first-come, first-served basis and respond to the owner at the above address within 30 days of receipt of this request.

The undersigned property owner acknowledges responsibility to repair and pay for any damages to street curbs, common areas or adjoining lots occurring during lot clearing, construction or landscaping (from the start of work through completion of the home). Owner and builder understand and agree that all construction debris will be placed in an enclosed dumpster and removed on a timely basis.

Owner Date

Approved by:

Architectural Review Board Date
Vines Community Association