

# ***PALMA SOLA TRACE***

## **DESIGN REVIEW MANUAL**

**September 2020**



## Table of Contents

.....	1
<b>SECTION 1: INTRODUCTION .....</b>	<b>1</b>
<b>SECTION 2: DESIGN REVIEW COMMITTEE .....</b>	<b>4</b>
<b>SECTION 3: DESIGN REVIEW PROCESS .....</b>	<b>9</b>
<b>SECTION 4: DESIGN STANDARDS (APPLIES TO RECONSTRUCTION ONLY).....</b>	<b>13</b>
<b>SECTION 5: SITE AND STRUCTURE: SPECIFIC ELEMENTS .....</b>	<b>18</b>
<b>SECTION 6: LANDSCAPING.....</b>	<b>57</b>
<b>SECTION 7: REQUIREMENTS FOR CONTRACTORS AND BUILDING TRADES.....</b>	<b>64</b>
<b>SECTION 8: DEFINITIONS.....</b>	<b>68</b>

The easiest way to find a particular section in this manual is to use the find command in Windows (Control+F), Macintosh (Command + F), and the magnifying glass on other devices.

This will bring up the search box that will allow you to enter the word you are looking for.



Example:

From there you will be able to find every instance of where the word is used in this manual. Just hit the Next button to move to the next place the word has been found. Much faster than manually searching for something.

## **SECTION 1: INTRODUCTION**

### **STATEMENT OF PURPOSE**

The Design Review Manual [DRM] is to be used to review and approve proposed plans for structures or accessory structures within Palma Sola Trace and establish the standards used to evaluate exterior modifications, including landscaping, for completed structures and/or accessory structures. The standards contained in the DRM apply to all neighborhoods within the Palma Sola Trace Master Association. Each neighborhood (Condominiums and Villas) may have their own standards, Architectural Control Committee (ACC) and/or approval process. However, in no case can the standards of any neighborhood be less than the standards contained in the DRM.

The Design Review Manual sets forth specific design, environmental and construction site standards and guidelines for Lots within Palma Sola Trace. It is organized to assist owners, builders and architects from the preliminary planning phase of a reconstructed structure or modified structure and/or lot through its completion. While individual creativity is encouraged, standards have been established to maintain a measure of aesthetic quality and consistency throughout the neighborhoods. In some cases, there will be no permitted variation from established standards, while in other areas flexibility may be permitted with the review and approval of the Design Review Committee.

The DRM provides a means to preserve the environment of Palma Sola Trace as well as the exclusiveness of homes within Palma Sola Trace. Adherence to the standards contained herein will contribute to the continuation of the inherent and natural attributes of the community as a highly desirable place to live.

Owners within the Palma Sola Trace subdivision should familiarize themselves with the objectives, scope and application of design standards and guidelines used to maintain the aesthetic appearance and environmental quality of the Palma Sola Trace community.

Unless otherwise noted in the DRM all exterior modifications, improvements, upgrades and/or changes to any Lot and/or Structure must be submitted to the DRC for review and approval. This excludes common areas and neighborhood associations declarations and covenants

In some cases, items which the Homeowner may consider to be “replacements” are, in fact, “changes.” A “replacement” is defined as any new item that is identical to the original item in form, fit, style, color and function. Any new item that does not meet all of the criteria for a “replacement” is then, by definition, a “change”, and must be submitted to the DRC for approval.

The DRM explains the application and review process to be followed by owners seeking approval for any exterior modifications or changes to their property. The DRM will serve as a valuable reference guide to assist owners in preparing applications for review by the Design Review Committee [DRC].

Owners are reminded that approval of a proposed change by the DRC does not remove the need for the appropriate building permits and/or other government required documentation.

## **PROTECTIVE COVENANTS**

The legal documents for the Palma Sola Trace Master Association include the Declaration of Covenants, By-laws, and Rules and Regulations. These documents impose use restrictions and specify the process for obtaining approval for changes, improvements or alterations to an owner's lot. Legally, these covenants are a part of the deed for each residence and are binding upon all Owners and their successors in ownership, regardless of whether such owners or successors are familiar with such covenants.

The DRM is to be used to review and approve proposed plans for structures or accessory structures within Palma Sola Trace and establishes the standards used to evaluate exterior modifications, including landscaping, for completed structures or accessory structures. Please refer to Section 8 for definitions of selected words, terms, and phrases used throughout the Design Review Manual.

## **DRM OBJECTIVES**

In conjunction with the declaration, the promulgation and enforcement of design guidelines is intended to achieve the following objectives:

- ❑ Preserve and/or maintain the inherent qualities of the community while allowing for the design and/or reconstruction and/or modification of individual homes.
- ❑ Advocate the protection and/or promotion of property values through the establishment of written standards.
- ❑ Establish a viable framework for the planning, design, approval and/or reconstruction of newly damaged homes.
- ❑ Accommodate exterior modifications for existing homes as may be requested in the future by Owners.

## **ORGANIZATION AND CONTENT**

The Design Review Manual is organized into the following sections:

- ❑ **Section 1 - Introduction:** Includes a statement of purpose for this manual and the organization of its content.
- ❑ **Section 2 - Design Review Committee:** Includes details on the purpose, activities, policies and procedures of the Design Review Committee [DRC].
- ❑ **Section 3 - Design Review Process:** Explains steps in the design review process for reconstruction and/or modifications to completed structures and/or accessory structures, and/or changes to work in progress.
- ❑ **Section 4 - Design Standards:** Contains standards for site planning and requirements, architectural themes, lot preparation and related design considerations for reconstruction and/or modifications to completed structures or accessory structures.

- **Section 5 - Site And Structure: Specific Elements:** Establishes standards for specific design and construction elements within Palma Sola Trace.
- **Section 6 – Landscaping:** Defines the landscaping standards and requirements for the Palma Sola Trace community.
- **Section 7 - Requirements for Contractors and Building Trades:** Defines the standards necessary for a positive jobsite working relationship.
- **Section 8 - Definitions:** Includes definitions for selected words, terms and phrases used throughout the Design Review Manual.

## **SECTION 2: DESIGN REVIEW COMMITTEE**

### **OVERVIEW**

The primary function of the Design Review Committee [DRC] is to:

- (a) establish and/or maintain current standards for reconstruction and/or modification of completed structures and/or accessory structures
- (b) evaluate applications and/or design documents in accordance with the Design Review Manual.

The DRC's review and approval responsibilities embrace all aspects of construction, which shall include, but not be limited to, the following:

- Land Planning
- Site Work, Grading & Drainage
- Architectural Design
- Exterior Colors, Materials & Finishes
- Construction Materials
- Signage
- Landscape Design
- Landscape Removal/Replacement
- Architectural/Landscape Lighting
- Environmental Preservation
- Construction Site Activities
- Exterior Alterations/Modifications

### **AUTHORITY OF THE DRC**

The DRC has jurisdiction over all modification and reconstruction of completed structures and/or accessory structures, including landscaping, within the Palma Sola Trace Master Association, excluding common areas and neighborhood associations declarations and covenants. In accordance with the Palma Sola Trace Declaration, commonly referred to as the Documents, page 30, Section 14.1, "The DRC shall have sole and full authority to prepare, and to amend, the guidelines and procedures set forth in the Design Review Manual."

The DRC shall be a committee of the Board of Directors of the Palma Sola Trace Master Association. The DRC should consist of five (5) members. Ideally, each of the neighborhoods comprising the Palma Sola Trace subdivision should be represented by a member residing in the particular neighborhood represented. The DRC may be expanded with a maximum of two additional members residing in the Palma Sola Trace Subdivision. All DRC Committee members shall be appointed by the Board of Directors of the Palma Sola Trace Master Association [BOD].

The DRC may disapprove applications and design documents for non-compliance with the provisions contained in the Design Review Manual or on purely aesthetic grounds where such action is required to maintain the desired character of the overall community or individual neighborhoods. Owners may appeal the DRC's decision to the Board of Directors of the Palma Sola Trace Master Association within 30 days of the DRC's decision.

### **RESPONSIBILITIES OF THE DRC**

The responsibilities of the DRC include, but are not limited to, the following:

- ❑ Establish architectural motifs and exterior design themes for neighborhoods within Palma Sola Trace.
- ❑ Assure compatible architectural designs, materials and colors as well as harmonious relationships among homes on neighboring Lots.
- ❑ Prepare design standards for the protection of property values.
- ❑ Evaluate applications and/or design documents, and approve or deny requests for new reconstruction and/or modifications to completed structures or accessory structures.
- ❑ Establish fees for the review and/or processing of applications and/or the administration of the design review process.
- ❑ Prepare and/or amend standards and/or other provisions in the Design Review Manual as may be required from time to time.

### **LIMITING CONDITIONS**

The following limiting conditions shall apply to activities of the DRC and provisions of the Design Review Manual:

- ❑ The standards contained in the Design Review Manual set forth minimum requirements for all neighborhoods. Where the Design Review Manual imposes a greater restriction than is imposed and required by the declaration or other provisions of law, the standards in the Design Review Manual shall control. In the event building codes and/or other provisions of law require greater restrictions than are imposed by the Design Review Manual, the more stringent provisions shall control.
- ❑ Approval of applications and/or design documents by the DRC shall not be construed as meeting the requirements of City of Bradenton and/or any other governmental and/or quasi-governmental authority with jurisdiction over the community and/or proposed improvements
- ❑ Approval of applications and/or design documents by the DRC shall not impose any responsibility on the DRC for the design, engineering and/or construction of structures or accessory structure. The scope of any review and approval by the DRC shall be limited solely to whether the plans meet certain requirements and/or standards relating to aesthetics, and the harmony and compatibility of the proposed improvements on applicant's lot with other improvements to be constructed within Palma Sola Trace.
- ❑ The Design Review Manual is subject to change by the DRC without prior notice. Applicants should contact the DRC to ascertain what changes, if any, may affect proposed plans for reconstruction and/or modifications to completed Structures prior to undertaking preliminary or final designs.
- ❑ The DRC shall not be liable for mistakes and may require an applicant to correct deficiencies arising as a result of any DRC approval.

### **APPLICATION APPROVAL SCHEDULE**

The DRC's goal is to act on all applications as soon as possible after receipt. A DRC representative will typically contact the homeowner to discuss the application and acquire additional information, if needed. Once any outstanding issues or questions are resolved, the DRC representative will present the completed application to the DRC committee. The DRC normally meets twice each month and strives to vote on all pending applications at each meeting.



## **DRC ADMINISTRATOR AND DESIGN CONSULTANTS**

With the approval of the Board of Directors of the Palma Sola Trace Master Association, the DRC may appoint a DRC Administrator for projects involving major reconstruction of damaged homes and/or extremely large modifications to existing homes. The DRC may also select, with BOD approval, independent design review consultants to review Applications and to meet with applicants for the following purposes:

- Provide interpretation of standards.
- Conduct pre-design conferences regarding proposed improvements on a specific lot; adjacent, nearby or planned structures; easements; drainage; and setbacks.
- Review proposed designs for compatibility with the architectural themes established for individual Neighborhoods.
- Review job progress and conduct inspections as may be scheduled at the option of the DRC.

## **DRC FEES**

When applicable, the DRC, with approval of the Board of Directors, may develop and apply design review fees for the processing of applications and the administration of the Design Review Process. Fees will be structured by type: reconstruction and modifications.

The fee for processing extraordinary requests, which require the services of professionals, such as attorneys, engineers, architects and contractors, shall be in addition to any other fees. Any such costs are the responsibility of the applicant and must be paid in advance.

The Palma Sola Trace Master Board voted at its August 15, 2018 meeting to impose a \$50 fee for applications submitted for Design Review Committee approval after a project has started or been completed. That decision underscores the importance of filing an application during the planning process and getting the approval required before moving forward.



The process for after-the-fact applications:

- Condominium Homeowners shall submit a \$50 check made out to Palma Sola Trace Condominium Association, Inc. along with the after-the-fact application prior to the application being reviewed.
- Single Family Homeowners must submit a \$50 check made out to Palma Sola Trace Master Homeowners Association, Inc. along with the after-the-fact application prior to the application being reviewed.
- Villa Homeowners should follow process set up by their Board of Directors.

## **DRC DECISIONS**

Upon receipt of a properly completed Application, the required Design Documents, and payment of applicable fees, the DRC will begin reviewing an applicant's request. At its designated scheduled meeting time and place, the DRC will publicly review the application, take a vote of the members and render one of five (5) decisions to be recorded in the meeting minutes:

- Approved as submitted;
- Approved as amended;
- Approved with stipulations;
- Denied;
- Returned without action

If an Application is **APPROVED WITH STIPULATIONS**, the applicant must make changes before beginning any work. However, the resubmittal of applications and/or design documents is not required. **STIPULATIONS** are binding upon an applicant.

In the event an application is **DENIED** at time of submittal, the applicant must make appropriate changes and resubmit an application with revised design documents.

In some cases, an application may be **DENIED** because it inadequately describes the applicant's request or because it is in conflict with the standards contained in the Design Review Manual. If an application has been DENIED, the decision may be appealed to the Board of Directors within 30 days of the DRC's decision.

- The approval of applications and/or design documents for new construction or modifications on a certain lot shall not obligate the DRC to make similar approval on other lots with similar applications and/or design documents.
- The DRC is not obligated to review incomplete applications and/or design documents that do not conform to the requirements set forth in this Design Review Manual.
- The time period for rendering decisions by the DRC for any step in the design review process shall not commence until receipt of fees (if applicable) and completed applications and/or design documents.

## **VARIANCES**

The DRC may authorize a variance from compliance with any of its standards and procedures when circumstances such as topography, natural obstructions, hardship, and/or aesthetic and/or environmental considerations require. Such variances may only be granted, however, when unique circumstances dictate, and no variance shall:

- (a) be effective unless in writing
- (b) be contrary to the restrictions set forth in the body of the declaration
- (c) prevent the DRC from denying a variance in other circumstances.

The inability to obtain any permit and/or any financing shall not necessarily be considered a hardship warranting a variance.

## **WRITTEN APPROVALS AND ORAL STATEMENTS**

Applications and Design Documents on file with the DRC and letters of approval as may be issued by the DRC shall be the sole source of reference regarding DRC approval.

**Oral statements may not be relied upon. There is no implied consent if the owner does not hear from the DRC. The owner has the responsibility to follow up with the DRC.**

## **SECTION 3: DESIGN REVIEW PROCESS**

### **RESPONSIBILITIES OF APPLICANTS**

The DRC assumes no liability for any aspect of reconstruction and/or modifications to completed structures or accessory structures, including, without limitation, the following obligations which are the sole responsibility of the applicant:

- Selection of licensed and insured building and trade contractors.
- Quality of workmanship and/or materials provided by any building and/or trade contractor.
- Compliance with ordinances, ADA provisions, environmental regulations, building codes, safety requirements, and/or product approvals.
- Suitability of surface and/or subsurface soil conditions.
- Water runoff and/or drainage control during construction or after completion of improvements.
- Accuracy of elevation grades, stakeouts, surveys and/or lot grading plans.
- Permits and/or approvals, as may be required by any government and/or quasi-governmental authority.
- Completeness or adequacy of application and/or design documents submitted by an applicant.
- Determination of structural, mechanical, electrical and/or fire/safety adequacy as well as code compliance and/or other technical aspects of proposed designs and construction materials/methods, which are the sole responsibility of Applicants and/or architects, engineers and contractors on behalf of applicants.
- Compliance with the Design Review Manual, the declaration and/or any other covenants, restrictions and easements burdening a lot or the property.

### **DRC APPLICATIONS**

In order to provide a systematic and uniform evaluation of applications and design documents for reconstruction and modifications, the following types of approvals are required by the DRC:

- **Reconstruction of damaged structures:**  
In the event of damage to an existing structure, owners are required to submit an application accompanied by design documents describing in detail the reconstruction elements to be undertaken to rehabilitate the structure and return it to “before damaged” condition. All elements and processes of the reconstruction project must conform to all requirements of the DRM, and be approved by the DRC before any construction is undertaken. Design documents required for reconstruction will depend on the extent of the project, and are reviewed at the end of this section.
- **Modifications to Existing Structures**  
Any changes, permanent or temporary, to the exterior appearance of a residence and/or lot are subject to review and approval by the DRC. The review process is not limited to major modifications or alterations, such as adding a lanai, porch or patio. It includes such minor items as changes in doors, screens and windows. Approval is also required when an existing element is requested to be removed.

## **GENERAL PROVISIONS**

The following general provisions apply to all applications for modifications and/or reconstruction:

- Modifications and/or reconstruction shall comply with the then-current provisions and/or standards contained in the Design Review Manual.
- Modifications and/or reconstruction must be approved by the DRC prior to the commencement of work. In addition to other available remedies, the DRC may recommend to the Board of Directors that work cease in the event such work is commenced without approval.
- In the event work is performed without an approved Application, the Board of Directors may require, at the expense of the applicant, the following:
  - the timely removal of such modifications/reconstruction and the restoration of existing elements and/or
  - the timely completion of remedial work to bring such modifications/reconstruction into compliance with the Design Review Manual.
- Modifications/reconstruction must be consistent with the architectural style, materials and/or finishes of the existing structure, and compatible with other structures and/or accessory structures in the neighborhood. Views from the street, adjoining properties, and common areas will be taken into consideration with regard to the approval of modifications/reconstruction.
- At the option of the DRC, comments on proposed modifications/reconstruction may be solicited from other owners. The DRC may, but is not obligated to, take into consideration the comments of others before rendering a decision on an application.
- All modifications/reconstruction must be completed within the time limit stated on the application. Unless an extension of time is approved by the DRC, all work must be completed within 9 months maximum of the date of application approval for modifications, and within 12 months maximum of the date of application approval for reconstruction. Landscaping projects must be completed within 90 days of DRC approval unless the committee grants an extension.
- Applicants shall ensure that all building and/or trade contractors comply with construction site standards requirements in this Manual. The requirements for contractors and building trades are in Section 7 of this Manual.
- Upon the completion of modifications/reconstruction, the DRC may conduct [but shall not be obligated to conduct] a final inspection to determine if all requested and approved elements, including landscaping, have been completed in accordance with the approved application and/or related design documents. Applicants are obligated to take remedial action as may be required by the DRC to complete or correct elements that are not in compliance with the approved application and/or related design documents. If deviations are noted, the DRC will notify the owner and the Board of Directors.

## **APPLICATION FORM(S)**

The application and project specific addendums can be downloaded from the Palma Sola Trace Website. An application must be used for all requests for reconstruction, modifications, alterations, replacements and/or additions to any existing lot, structure, or accessory structure. Owners are required to submit an application to obtain approval from the DRC for any such purposes.

**NOTE:** In the event of any changes required during work in progress as part of a reconstruction or modification project, Applicants are required to check with the DRC to determine if the changes are significant enough to require new design documents and/or a new application must be submitted for approval.

If the DRC determines that the changes do not require a new application and/or design documents, the applicant may proceed with the work.

Changes include, but are not limited to:

- (a) exterior color changes and revisions to the plot plan
- (b) structure style and detail changes
- (c) lot grading plan
- (d) other site improvements
- (e) landscape plan
- (f) exterior elevations

Homeowners can find all the required application material up on the Palma Sola Trace website. Homeowners will need to download the:

- APPLICATION FOR EXTERIOR CHANGES – under “Cover Letter and Homeowner Contact Info for Application to Make Exterior Changes” at [www.psthoa.com](http://www.psthoa.com). This application must be used for all requests for reconstruction, modifications, alterations, replacements and/or additions to any existing lot, structure, or accessory structure. Owners are required to fill out this application before beginning any work.
- The Addendums are required to identify supplemental information depending on the modification, change or additions to property or Structure. They too can be found on the Palma Sola Trace website under “Specific Project Applications”.
  - Driveway Addendum
  - Gutter Addendum
  - Landscaping Addendum
  - Other Addendum
  - Painting Addendum
  - Pool Addendum
  - Screen Enclosure Addendum
  - Solar System Addendum
  - Windows, Doors & Hurricane Protection Addendum

## **APPLICATION SUBMISSIONS**

Applications and design documents should be mailed or delivered to the DRC at the location shown on the form.

## **DRC FEES AND APPLICATION SUBMITTALS**

If applicable, DRC fees must accompany applications. Incomplete applications and design documents or those without the appropriate fees attached will not be scheduled for review by the DRC. Refer to DRC fees under Section 2 for After-the-fact fees.

## **SECTION 4: DESIGN STANDARDS (applies to reconstruction only)**

### **ARCHITECTURAL DESIGN**

1. **Preferred Architectural Themes.** The overall architectural themes encouraged for Palma Sola Trace embrace a variety of regional designs including classical architecture with authentic detailing, transitional designs reflecting a blend of the past and present, and contemporary styles featuring traditional materials applied in a more modern fashion.
2. **Prohibited Architectural Styles.** While diversity and creativity in residential designs are encouraged, certain architectural styles are not considered compatible with the regional architectural themes approved for Palma Sola Trace. These include, but are not limited to, ultra contemporary and overly modern designs such as International Revival, Miesian, Art Moderne, Art Deco and Post Modern.
3. **Repetitious Designs.** Regarding single family homes, Applicants should select lots and home plans so as not to repeat exterior designs within less than every third lot on either side of the street without sufficient variations in architectural details, materials and finishes. The decision as to whether design elevations are sufficiently different will be at the sole discretion of the DRC.
4. **No Automatic Approval.** The approval of plans for a specific lot does not automatically imply approval on another lot by the DRC.
  - The DRC may prohibit reconstruction or modifications to existing structures or accessory structures based on standards contained in this manual or on purely aesthetic grounds, where, in its sole judgment, such action is required to maintain the desired character of the overall community or neighborhoods.

### **LOT SITE AND STRUCTURE REQUIREMENTS**

Site plans are available from the Manatee County Clerk of Circuit Court plat records.

1. **Design Approval.** No bulldozing, clearing, filling, grading, tree removal, foundation or any other work shall commence on a lot until (a) the appropriate application and/or design documents have been submitted to and approved by the DRC, (b) DRC fees (if applicable) have been paid and (c) permits have been received from governmental and quasi-governmental agencies with jurisdiction over any such reconstruction and/or improvements. Permits are the responsibility of the owner/applicant. The location of all reconstruction and/or improvements shall be shown on the site plan. Changes to work in progress must be submitted for approval to the DRC.
2. **Size Requirements.** Minimum air-conditioned square footages have been established for structures within each neighborhood. Plans submitted for approval shall comply with the size requirements in the Summary of Lot Site And Structure Requirements table that follows.
3. **Siting Restrictions.** Lots have siting requirements that will affect the location and orientation of Structures and other improvements. These include, but are not limited to, the following:



building setbacks, swimming pool, lanai, porch and patio setbacks, minimum and maximum finish floor

elevations, easements, and conservation areas. For additional information, see the Summary of Lot Site And Structure Requirements table that follows.

4. **Easements.** Drainage, utility, maintenance access, conservation, and other types of easements are located on portions of Lots within the community. Such easements may affect site work, the location of reconstruction and/or improvements, and the installation of landscape material and fences. Within these easements, no structure, planting or other materials shall be placed or permitted to remain or alteration made without approval of the DRC and, as applicable, the Master Association, any affected Neighborhood Association, the CDD, public utility companies servicing the properties, and governmental and/or quasi-governmental authorities with jurisdiction over such easements.

Structures, including lanais, porches, patios and swimming pools, may not be constructed within conservation areas or drainage, utility or maintenance access easements. Owners are permitted to install only grass, low ground cover or small shrubbery within these areas, and only with the approval of the DRC. Trees are not permitted within such areas. No reconstruction and/or improvements are permitted which will interfere with vehicular traffic or prevent maintenance of utilities.

5. **Removal and Restoration of Improvements in Easements.** Owners shall be responsible for the prompt removal of any reconstruction and/or improvements within easements as may be required for access, installation and maintenance of utilities or other purposes. Any damage caused to pavement, driveways, drainage structures, sidewalks, other structures, or landscaping within easements shall be promptly restored and repaired by the owner of the lot whose lot was damaged by such access, installation or maintenance.
6. **Setbacks and Maximum Buildable Areas.** Subject to easements and siting restriction, structures and/or any accessory structures shall be located within the maximum buildable area of a lot. The maximum buildable area is established by the minimum front, side, and rear yard setbacks. Setbacks for structures, swimming pools, and screen enclosures are shown in the Summary of Key Lot Site And Structure Requirements table that follows.
  - Easements for structures on specific lots are shown on recorded plats, available from the Manatee County Clerk of Circuit Court plat records.
7. **Finish Floor Elevations.** Lot pads will be graded to within 10" of elevations as determined by the engineer of record. The finish floor elevation of a structure shall be a minimum of 12" and a maximum of 16" above road center-line grade or to engineer's finish floor elevation.
8. **Maximum Building Height.** Plans submitted for review by the DRC shall not exceed a maximum building height of 35'.
9. **Garage Size.** For additional details, see the Summary of Key Lot Site And Structure Requirements table that follows.
10. **Removal of Existing Trees.** To the extent reasonably practical, the clearing of mature trees on lots shall be limited to areas required to accommodate the structure and its normal and

customary accessories, open yard areas and those limited areas required to permit utility services and driveways.

11. **Trees to Be Preserved.** Care shall be taken to protect the root system of trees to be preserved. Protective tree fences shall be installed for mature trees as requested by the DRC. The existing grade for such trees shall be maintained from the trunk to the drip line until retaining walls, tree wells or aerators are installed as may be required by the DRC. Removal of Oak Trees or Sabal Palms are subject to prior approval by the City of Bradenton.
12. **Grading, Fill and Drainage.** The grading of lots by applicants shall conform to the construction plans approved by the City of Bradenton for the community. Drainage of individual lots must be planned to provide positive drainage away from the Structure without adversely affecting conservation areas, roadways, common areas or adjoining properties. In the event that fill must be imported to or exported from a lot, the applicant shall be responsible for such costs. There will be no spoils or dump sites available within the community to receive export cuts.

Upon completion of approved site work and drainage, no changes are permitted which modify the flow of drainage of surface water, except as approved in writing by the DRC and the requisite governmental and/or quasi-governmental authorities.

13. **Installation and Maintenance of Swales and Underground Pipes.** The installation of swales and underground pipes to facilitate surface water drainage on a lot shall be the responsibility of Applicants. Swales and underground pipes shall be maintained continuously by owners during and after completion of any such improvements.
14. **Sight Distances at Intersections.** No fence, wall, hedge, or shrub planting shall be placed, permitted or maintained where such improvements would create a traffic or sight problem at intersections for corner lots or at the intersection of streets and driveways or pedestrian trails. No trees shall be permitted unless the foliage line is maintained at a sufficient height to prevent obstruction of sight lines for corner lots and intersections as set forth above.
15. **Retaining Walls.** Retaining walls may be used to facilitate grade changes or to protect the root system of existing trees where the finish grade has been cut below the natural grade. Subject to approval of overall design by the DRC, the following materials are permitted for use as retaining walls:
  - ❑ Landscape timbers [6" X 6" min. / applies to tree wells only]
  - ❑ Stone
  - ❑ Concrete block with stucco, brick or stone veneer
  - ❑ Reinforced concrete with stucco, brick or stone veneer
  - ❑ Precast retaining wall systems

Installation details and color product photographs of precast retaining wall systems must be submitted for approval by the DRC.

16. **Mounds and Swales.** Mounds and swales shall be graded with smooth and graceful transitions between changes at the top and toe of slopes. Swales shall be designed in

accordance with the construction plans as approved by the City of Bradenton for the community.

### **SUMMARY OF KEY LOT SITE AND STRUCTURE REQUIREMENTS**

Neighborhood:	Villas	Condos	Single Family
Typical Lot Width:	37.5'	NA	52'
Permitted Use	SFD	MFD	SFD
Minimum Air Conditioned Square Footage	1500	1200	1800
Maximum Air Conditioned Square Footage	2600	1700	3600
Maximum Height	35'-0"	35'-0"	35'-0"
Finish Floor Above Approved Pad Elevations	0"-12"	0"-12"	0"-12"
Structure - Minimum Front Yard Setback	20'-0"	20'-0"	20'-0"
Structure - Minimum Rear Yard Setback	15'-0"	NA <sup>1</sup>	15'-0"
Structure - Minimum Rear Yard Setback: Lake Lots	15'-0"	NA <sup>1</sup>	15'-0"
Structure - Minimum Rear Yard Setback: Conservation Areas	15'-0"	NA <sup>1</sup>	15'-0"
Structure - Minimum Interior Side Yard Setback	6'-0"	25'-0" <sup>1</sup>	6'-0"
Structure - Minimum Street Side Yard Setback	20'-0"	20'-0" <sup>1</sup>	20'-0"
Pool and Screen Enclosure - Minimum Side Yard Setback	5'-0"	NA	5'-0"
Pool and Screen Enclosure - Minimum Rear Yard Setback	5'-0"	NA	5'-0"
Minimum Garage Size	2 stall	1 stall	2 stall
Maximum Garage Size	2 stall	1 stall	2 stall
Roofing	Dimensional Fiberglass Asphalt Shingle Only	Dimensional Fiberglass Asphalt Shingle	Dimensional Fiberglass Asphalt Shingle Only

<sup>1</sup> No minimum side or rear setback required, but 25' separation between buildings

### **DATES FOR RECONSTRUCTION/ MODIFICATIONS**

1. **Starting Date.** Reconstruction and/or modifications shall not begin until an application for such reconstruction and/or modifications has been approved by the DRC and all of the requirements set forth in **Lot Site and Structure Requirements** in this section have been met. The "starting date" shall be the "Approved As Submitted" or "Approved With Stipulations" date on the Application, a copy of which will be forwarded to the applicant. All permits required by governmental and/or quasi-governmental agencies for reconstruction and/or modifications are the responsibility of the applicant.
2. **Completion Date.** Completion date is the date a structure is complete, including installation of all landscaping, as evidenced by the applicant's acceptance of the work performed and the issuing of any certificates of occupancy, if required.

In no event shall the reconstruction and/or modifications exceed the stated elapsed time period as shown in **Section 3, GENERAL PROVISIONS:**

- ❑ Reconstruction: 12 months maximum
- ❑ Modifications: 9 months maximum

## **INSPECTIONS**

**Periodic Inspections** may be made [but shall not be required to be made] by a representative of the DRC during or after completion of reconstruction and/or modifications to determine compliance with the application and design standards in this manual. Applicants are required to provide access and cooperate fully with members of the DRC and its representatives.

## **HAZARDOUS SUBSTANCES**

**No Dumping.** No petroleum substances or other potentially hazardous and/or toxic substances shall be dumped whether intentionally or unintentionally, on any Lot or in any conservation area, lake or drainage system within the Palma Sola Trace Community. All violations of this provision must be immediately reported to the Master Association and/or the Community Management Company of record.

## **SECTION 5: SITE AND STRUCTURE: SPECIFIC ELEMENTS**

### **ACCESSORY STRUCTURES**

1. **Design Approval.** The location and appropriate design details for accessory structures shall be submitted for approval to the DRC. Design documents shall include top views, elevations, exterior finishes, colors and related details. All accessory structures shall be located within the maximum buildable area and consistent with the design, materials, and colors of the principal structure to which they apply.
2. **Classifications.** Subject to the approval of the DRC, the types of accessory structures listed below are "permitted" or "not permitted." Other types of accessory structures will be evaluated on their own merits, but are subject to disapproval.

#### **Permitted**

Detached Pergolas  
Swimming Pools & Spas

#### **Not Permitted**

Detached garages  
Detached guest houses  
Detached storage or tool sheds  
Detached barbecues  
Dog houses  
Detached gazebos, pavilions & cabanas

3. **Detached Pergolas.** Detached pergolas or arbors are an effective method of producing shade and defining outdoor spaces. Pergolas shall have a minimum of two layers of top cross members unless otherwise approved by the DRC.

### **AIR-CONDITIONING SYSTEMS, DWELLINGS**

Any external change to existing air conditioning systems (heating and/or cooling) that requires relocation or re-sizing of the pad requires the approval of the DRC.

### **AIR-CONDITIONING UNITS, WINDOW**

No window air-conditioning units may be installed on any structure.

### **AWNINGS / SUN SHADES**

**Canvas Awnings.** Canvas awnings may be used on a limited basis for controlling glare and for decorative purposes. Awnings must be compatible with the architectural theme and exterior colors of the structure. Product photographs and canvas swatches must be submitted to the DRC for application approval.

- If canvas coverings are removed and not replaced, frames must also be removed.

**Sun Shades.** Sun shades may be used on a limited basis for controlling glare and sun in the lanai area. Sun shades shall be compatible with the exterior colors of the structure. All sun

shade hardware must match the color of the lanai hardware and with minimum visibility from outside of the lanai. Product photographs and swatches must be submitted to the DRC for application approval.

## **BARBECUES**

1. Detached, "built-in-place" structural barbecues are not permitted on any lot.

2. A portable barbecue is permitted with a propane tank of 5 gallons or less. However, it is important to note that Florida law regarding multi-story, multi-home complexes limits where condo owners may use and store grills.

3. According to the U.S. Consumer Product Safety Commission, the grill should be at least 10 feet away from house or any building when in use.

4. Condos:

Use: In accordance with Florida state law, barbecues cannot be used in screened areas of condos. Grills must be moved at least 10 feet from the building during use. According to the Florida Fire Prevention Code, effective Dec. 31, 2017, electric portable grills not to exceed 200 square inches of cooking surface are permitted.

Storage: Portable barbecues must be stored out of view. Per Florida state law, propane tanks may not be stored inside the unit or garage of any multi-story, multi-home building. Barbecues and tanks may be stored in the lanais of condos with lower-level lanais, however, away from the exit slider of the unit. For condos with upper-level lanais, electric portable grills can be stored on the balcony while not in use. Residents of upper-level condos may store charcoal grills in the garage when not in use.

5. Single-family homes and Villas: Barbecues may be used and stored within a closed lanai. When not in use, grills must be out of view, in the rear of the home and not visible from the street. Grills must not be stored on turf where they will interfere with landscape maintenance.

## **CHIMNEYS**

1. **Cantilevered Chimneys.** Cantilevered chimneys are not permitted.

2. **Chimney Materials.** Chimney details shall be included with applications and design documents submitted to the DRC for approval and include floor plans and elevations. Chimneys shall be finished with stucco, stone or brick as suggested by the architectural theme of the Structure.

➤ No chimneys shall be permitted to be clad with wood siding, cedar shingles, or fiber-cement products.

3. **Chimney Caps.** Product photos for chimney caps shall be included with applications submitted to the DRC for approval. Subject to approval of design elements, the following chimney caps are "permitted:"

- ❑ Clay pots [tapered]
- ❑ Arched crowns and half-round caps [with stucco, stone or brick veneer]
- ❑ Spark arrester [with decorative metal cowling]

Other chimney caps will be considered on their own merit by the DRC. Chimneys finished with stucco must feature a banded lip [continuous horizontal band around top edge] unless it can be shown by the Applicant that this feature is not consistent with the architecture of the home. The use of an intermediate horizontal band is encouraged. Metal spark arresters must have a cowling or other decorative surround. Other than copper, all metal spark arresters must be painted a color consistent with the exterior colors approved for the structure.

- Applicants, and not the DRC, are solely responsible for determining if fireplaces, chimney caps and cowlings are approved by fire codes and the fireplace manufacturer [if applicable].

## **CLOTHES LINES**

Temporary clothes lines may be erected during daylight hours and only in locations that minimize their visibility from the street and from other homes. Clothes lines must be removed when not in use and must not interfere with lawn maintenance.

## **COLORS, EXTERIOR**

This section applies specifically to Single Family Homes. The Villa and Condo neighborhoods have individual, separate Home Owners Associations that govern exterior color schemes and choices. However, the overall architectural themes and standards set forth here apply uniformly to all Palma Sola Trace neighborhoods.

1. **Impact of Color.** Exterior color acts as a theme-conveying element, reflective of the architectural styles within the community. Color has a major impact on how a home and its architecture are perceived. It can even affect the value of the structure and surrounding properties. Handled properly, color can be an expressive tool.
2. **General trends.** The community began with the requirement of using neutrals and earth tones for the body of a home. Doors were generally darker tones and trim was restricted to the white and beige families. The color palette has evolved over time to honor this tradition while offering homeowners slightly more leeway to reflect contemporary tastes.
3. **Repainting guidelines and requirements.** All homeowners maintain the right to repaint their homes in the current colors with no need to submit an application for DRC approval. Any changes – in the body color, door, trim or other accent colors – requires DRC approval before the project begins.
4. **Current approved color palettes.** In order to maintain a measure of aesthetic quality and consistency throughout the Single Family Home neighborhood, the DRC has worked with a color expert at Sherwin Williams to develop 25 coordinated color palettes specifically for



Palma Sola Trace. Some body colors seen within the community have been retired from the approved palette.

- a. Each color palette consists of a main body color, along with suggested trim and door colors. These color palettes are designed to make it easy for homeowners to select a coordinated, harmonious color palette for their homes.
- b. The approved color palettes are listed at the end of this section. In addition, each member of the DRC has a book that shows the selections. Homeowners interested in changing the color of their home are encouraged to contact any committee member to borrow the book for inspiration. In addition, the Sherwin Williams paint store on Cortez Road maintains a copy of the book for review.
- c. The DRC will review the approved palettes every three years and adjust them as appropriate to reflect current color trends.

## **5. General paint guidelines**

- a. Body colors. Homeowners are permitted to repaint their houses in the current color and, with DRC approval, in another approved body color from the current color palette. The DRC application should specify the selected paint color name and number.
- b. Trim and door colors. Homeowners are encouraged to consider colors from the approved palette when selecting trim and door colors. In these cases, their DRC application should include the paint color name and number and no paint chip is required. However, you may submit a trim and/or door color that is not on the approved palette for consideration by the DRC.
- c. Accent colors. The use of accent colors is restricted to the following exterior areas of the home: columns, cornices, entry doors, entry door trim, friezes, garage door trim, failings and window trim.

## **6. Limitations on color choices.**

- a. Exterior color combinations will not be approved that, in the opinion of the DRC, are inharmonious, discordant, incongruous, aesthetically displeasing or inappropriate to the architectural theme of a home or the community.
- b. Body colors are limited to the home's current color or another body color from the approved color palette.
- c. To avoid repetition, no home may be painted in the same or very similar colors combinations as another house within three lots on either side of the street. The only exception would be if, in the opinion of the DRC, the houses in question have sufficient variations in elevation details or materials.
- d. Accent colors, except those used on front entry doors, must be light or neutral colors selected from the approved color palette.
- e. Homeowners who change their color choices after receiving DRC approval must submit a new application and receive approval before continuing with the project.

## Approved Paint Palettes

Body Color Choices		Trim Color Choices		Door Color Choices	
Mindful Gray	SW7016	Extra White Eider White	SW7006 SW7014	Black Fox Loyal Blue	SW7020 SW6510
Jubilee	SW6248	Extra White Pure White	SW7006 SW7005	Naval Tricorn Black Bee's Wax	SW6244 SW6258 SW7682
Gateway Gray	SW7644	Oyster White Origami White	SW7637 SW7636	Artichoke Poetry Plum	SW6179 SW6019
Requisite Gray	SW7023	Pure White	SW7005	Van Dyke Brown	SW7041
Alpaca	SW7022	Extra White	SW7006	Pewter Green	SW6208
Crème	SW7556	Bagel Tatami Tan	SW6114 SW6116	Riverway Urbane Bronze	SW 6222 SW7048
Compatible Cream	SW6387	Antique White Moderate White	SW6119 SW6140	Riverway Oceanside	SW6222 SW6496
Vital Yellow	SW6392	Extra White	SW 7006	Refuge	SW6228
Banana Cream	SW6673	Alabaster	SW7008	Indigo Baltik	SW7602
Cargo Pants	SW7738	Alabaster	SW7008	Homestead Brown	SW7515
Oyster Bay	SW6206	Dover White Casa Blanca	SW6385 SW7571	Harvester Retreat	SW6373 SW6207
Rainwashed	SW6211	Extra White Alabaster	SW7006 SW7008	Underseas Coral Island	SW6214 SW6332
Tradewind	SW6218	Alabaster	SW7008	Riverway	SW6222
Rain	SW6219	Oyster Bar Nantucket Dune	SW7565 SW7527	Homestead Brown Van Dyke Brown	SW7515 SW7041
Breezy	SW7616	Pure White Extra White	SW7005 SW7006	Peppercorn Spiced Cider	SW7674 SW7702
Byte Blue	SW6498	Pure White	SW7005	Cottage Cream	SW7678
Practical Beige	SW6100	Pure White Pacer White Reliable White	SW7005 SW6098 SW6091	Kaffee Rocky River Expressive Plum	SW6104 SW6215 SW6271
Yearling	SW7725	Pure White Alabaster	SW7005 SW7008	Cavern Clay Moody Blue	SW7701 SW6221
Ginger Root	SW9095	Toasted Pine Nut	SW7696	Chateau Brown Sun Dried Tomato	SW7510 SW7585
Bagel	SW6114	Biscuit	SW6112	Tatami Tan Underseas	SW6116 SW6214
Pavilion Beige	SW7512	Kilim Beige	SW6106	Darkroom Great Falls	SW7083 SW6495
Kilim Beige	SW6106	Extra White	SW7006	Bart's	SW7614
Nomadic Desert	SW6107	Alabaster	SW7008	Rocky River	SH6215
Liveable Green	SW 6176	Macadamia	SW6142	Naval Baked Clay	SW6244 SW6340

**DOORS, FRONT ENTRY**

Front entry doors must be a minimum 8' high. Treatments such as transoms, glass side lights, and surrounds of wood, stucco, stone or formed synthetics have been incorporated into the front entry doors in the various Palma Sola Trace Community neighborhoods. Entry doors may be composed of glass, wood, fiberglass or metal, depending on the individual "as built" structure.

## **DOORS, HOUSE – STORM AND/OR SCREEN**

1. **Construction.** Storm and/or screen door frames shall be constructed of non-corroding aluminum or fiberglass, and finished in a suitable color. No wooden storm or screen doors are permitted.
2. **Panel Types.** Within the frame, glass, screening and/or a combination of either or both is permitted. Removable, interchangeable glass and screen panels are permitted.
3. **Color.** The color of storm and/or screen doors shall match or blend with the color of the door frame, wall or other surrounds immediately adjacent to the proposed installation area. The DRC will review the requested style and color for compatibility with the existing Structure and the aesthetic design requirements of the Palma Sola Trace community.
4. **Compatibility.** Screen and/or storm doors should be checked for structural compatibility with the existing door and door frame. Storm and/or screen doors should not interfere with and/or prohibit the installation and/or operation of temporary or permanent hurricane shutters.

## **DRIVEWAYS**

1. **Driveway Locations.** For corner lots, driveways must access the property across the front lot line only.
2. **Driveway and Apron Layouts.**
  - A. Driveways shall conform to the standard driveway and apron details shown in the table below. Both driveway and apron must be constructed with the same material and finish. Sidewalks incorporated into driveways per City of Bradenton Code of Ordinance - PUBLIC WORKS AND UTILITIES INFRASTRUCTURE SPECIFICATIONS, shall be 6-inches thick and reinforced with 6-inch by 6-inch No.10 steel wire mesh for the entire length of the sidewalk within the driveway apron. Sidewalks shall be jointed across the driveway apron to delineate the continuous sidewalk path. Concrete shall be 3,000-psi. The use of fiber mesh concrete is approved in lieu of the wire mesh. If an application for driveway reconstruction and/or modification is submitted, the layout shall be indicated on the site plan.
  - B. Sidewalks must remain of concrete construction. No pavers are permitted on city sidewalks in accordance with City of Bradenton Code Section 2.3.1 and 2.3.2. Possession of a “Release and Hold Harmless Agreement/Pavers” from the city government does not nullify this prohibition or constitute approval from the city or Palma Sola Trace.
3. **Maximum Driveway Width.** Single Family Homes driveways shall not exceed the width of the garage and for Villas the standard is 20’ for a 2-car stall, reference your Neighborhood documents, standard driveway and apron detail.
4. **Driveway Materials and Finishes.** A color product photo showing the proposed patterns, banding and colors for the driveway finishes shall be attached to an application for reconstruction and/or modification. See table below for acceptable finishes.

- Driveway Colors.** A color product photograph showing proposed patterns, banding and colors for driveway finishes shall be attached to an Application for reconstruction or any change to an existing driveway.

If stamped or etched concrete, pavers or stone are used, mid- and deep-tone colors are recommended to reduce glare and to blend with landscaping.

- No family names, initials, numbers, crests, logos or similar items may be applied to or set in the driveway surface during reconstruction, or during and/or after completion of an approved modification.

### **DRIVEWAY FINISH MATERIALS**

Materials and Finishes	Driveways	
	Permitted	Not Permitted
Broom Finish concrete with 4" picture frame edging	•	
Broom Finish concrete with no picture frame edging	•	
Broom Finish concrete with color agents	•	
Broom Finish concrete with exposed natural stone aggregate	•	
Broom Finish concrete trimmed with pavers or bricks	•	
Concrete with paint		•
Concrete with stain or other specialty coatings	•	
Stamped concrete with approved color agent	•	
Etched concrete with stain	•	
Brick pavers	•	
Natural stone pavers	•	
Precast or interlocking concrete pavers	•	
Stone set in mortar		•
Decomposed granite, gravel or river rock		•
Asphalt		•
Chattahoochee set in epoxy		•
Mulch, pine bark or pine straw		•

### **ELEVATIONS, EXTERIOR**

- Design Approval.** Exterior elevations and related materials, finishes and colors shall be shown on Applications submitted for approval to the DRC for reconstruction or modifications [as applicable]. Approval of exterior design will consider mass and scale; materials, textures, colors and finishes; continuity between primary design elements and secondary surface treatments; placement of windows, doors and openings; and roof shingles and pitches. The massing of a home should be organized as a whole and should not appear as a mixture of unrelated forms. Detailing shall be compatible with other residences within the community and as set forth in this Manual.

2. **Maximum Height and Stories.** Structures shall not be greater than 35' in height as defined by the City of Bradenton. No structure shall exceed two stories, excluding living space contained within the limits of roof structures.

## **EMERGENCY AC POWER SUPPLY UNITS**

1. **Scope:** Weather-related conditions such as hurricanes can cause an interruption of utility supplied AC power. Household items such as task and convenience lighting, heating and cooling systems, refrigerators, communications equipment and other devices will not function without utility-supplied normal household alternating current (AC) power. Critical personal-health issues may also be jeopardized if one or more of these appliances are not operational. An emergency AC power supply unit can provide the necessary AC power to operate some or all of these items during emergency conditions. This section sets standards for the use of emergency power supply units in Palma Sola Trace Neighborhood during emergency conditions.

### **2. Definitions:**

**Emergency Condition** - That time period beginning with a hurricane warning, leading to an actual hurricane impact, resulting in AC power outages caused by damage to utility power lines and/or related power distribution equipment.

**Emergency AC Power Supply Unit** - An emergency power supply unit is a device used to supply AC electrical power when the normal utility power supply is interrupted. There are several types of AC emergency power units, depending on the number of household appliances to be powered. The most common units are engine-generator sets powered by a fuel source. Units are available in portable devices or permanently installed "stand-by" systems.

### **3. Approvals:**

All emergency power supply units, whether portable or permanently installed, must be approved by the DRC. In addition, permanently installed stand-by systems require a permit from the City of Bradenton. An Application must be submitted to the DRC for review, and must include complete plans and specifications for the unit, based on its intended use and the requirements as outlined in the table below. An Application will be considered for a specified unit/system over its useful life. If the unit fails and/or needs replacement, an Application for a replacement unit must be forwarded to the DRC.

#### 4. Emergency Power Supply Units:

Parameter	Portable Units	Permanent Stand-By Systems
Intended use:	Power for a limited number of household circuits	Power for up to an entire household
Installation:	Installation by licensed certified contractors only	
Transfer Switch:	A Transfer Switch must be installed by a qualified electrician to isolate the emergency AC power supply from the dwelling's normal electrical utility supply	
Operating Area:	Outdoors only	
Yard Placement:	Backyard or side yard only	
Slab/pad mounting:	Not allowed	Required
Landscape buffering:	Not required	Landscape buffering plan required for all "installed on grade" equipment
Operating Period:	During emergency conditions only	"24/7" stand-by operation
Fuel Type:	Gasoline, LPG (liquefied propane gas)	LPG (liquefied propane gas)
Fuel Supply, Storage:	Certified containers as defined in the DRM	
Readiness Testing:	Not required, but if done, must occur during normal daylight hours only	As required by local/national codes Performed during normal daylight hours only
Max dBA Level:	75 dBA <sup>(1)</sup>	
Approvals:	DRC approval required	DRC approval required City of Bradenton permit required
Following restoration of normal AC power:	Remove unit from yard location within 2 days Empty fuel tank and/or disconnect fuel source and store unit per manufacturers instructions	To remain in approved location

<sup>(1)</sup> Based on industry testing standards

### **FENCES, WALLS AND PLANTERS**

Residents wishing to enhance privacy between lots are encouraged to consider plants. Potted plants may be used within a lanai or on a mulched bed, but not in areas that require mowing.

#### Fencing:

1. Fencing is generally not permitted, except for safety purposes around swimming pools and spas. Layout requirements for single family homes and villas differ due to home design and governing document requirements. Villa owners should check with the Architectural Control Committee for requirements different than those described below.
2. No single-family-home fencing in place or approved by the DRC as of March 1, 2019 is subject to violation notices or fines. However, the DRC is likely to disapprove new applications for similar fencing. When reviewing an application for single family home fencing, the DRC will consider the view of fencing from the street, adjoining lots and/or common areas.
3. Distinctions between perimeter and "inside" properties
  - a. The DRC will consider applications for limited fencing on properties backing up to a perimeter wall on a case-by-case basis. Fences, if approved, must include an access point for landscaping crews. No fencing may attach to or obstruct access to a perimeter wall.
  - b. Properties backing onto a pond or common area are subject to increased restrictions regarding fencing that in the DRC's opinion would detract from the open, park-like setting of common grounds shared by other properties. Fencing of these properties is discouraged and applications are likely to be disapproved.

#### 4. Pet fences

- a. No fenced areas that serve – or could serve -- as a dog pen, lot or run are permitted.
- b. Underground electronic fences used to contain pets are permitted as long as they do not extend beyond the boundary of any lot.

#### 5. Pool fences

- a. Florida law requires barriers around pools and in-ground spas to prevent accidents. Homeowners who install a pool or spa are encouraged to construct a screen enclosure around it to meet legal requirements.
- b. The DRC will consider applications for pool fences if no screened enclosure is erected. Such fences, if approved, must comply with strict DRC guidelines. Pool gates must be equipped with self-closing and self-locking devices.

#### 6. Fence Specifications:

- a. Design: Fences must not exceed 4 feet in height. They must be open-picket in style and built of extruded aluminum with a black or brown polyester powder coating or electrostatic paint. Pickets should measure 5/8 inches square by .05 inches thick with a 3-3/8-inch inside opening. Rails should measure 1-inch square by .06 inches thick. The fence design must include a system that allows work crews to enter while keeping the pool area secure. Gates, if included, must be at least 4 feet wide
- b. Scale: Excessively large fences will not be approved. Fences are not permitted along the side of a single-family house and must not extend forward of the back wall of the dwelling. Fencing may not extend to the side or rear property lines.
- c. Landscaping: Landscaping must be used to screen the exterior view of the fence from the street or neighboring property. Homeowners wishing to install a fence must submit a landscaping plan along with their pool/spa and fencing applications.
- d. Owners will ensure fences are maintained in working order and painted when needed.

#### 7. Privacy walls

Applications for privacy walls within a lanai will be considered on a case-by-case basis. Privacy walls must blend with the exterior of the dwelling. Privacy walls may not be installed that would impede drainage on the applicant's lot or any adjoining lot.



## **APPROVED PERIMETER AND POOL FENCE SECTION AND POST DESIGN**



### **FIREPLACES**

The following types of fireplaces are permitted:

- ❑ Masonry firebox and flue [wood-burning or gas]
- ❑ Pre-fabricated metal firebox and flue [wood-burning or gas]
- ❑ Pre-fabricated metal firebox with direct vent [gas]

Fireplaces may be located outside the exterior wall or plane of a structure, inside and flush with the exterior wall or plane, or internal to the structure. Fireplaces penetrating an exterior wall shall extend from the foundation up.

- Applicants, and not the DRC, are solely responsible for determining if fireplaces are approved by fire codes and the fireplace manufacturer [if applicable].

### **FIREWOOD**

All firewood must be stacked and stored within landscaped or service fence areas.

### **FLAGS AND POLES**

No prior DRC approval is required for the following:

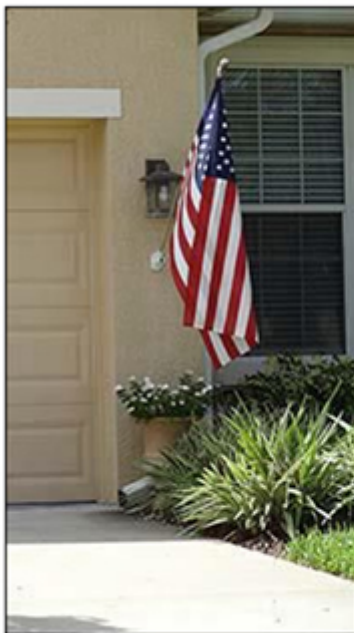
1. **Flags.** Any homeowner may display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable, removable official flag, in a respectful manner, not larger than 4-1/2 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or a POW-MIA flag.  
(In Accordance with Chapter 720.304, Florida Statutes)

2. **Freestanding Flagpole.** Any homeowner may erect a freestanding flagpole no more than 20 feet high on any portion of the homeowner's real property, as long as mowing operations are not hindered. The homeowner may further display in a respectful manner from that flagpole, one

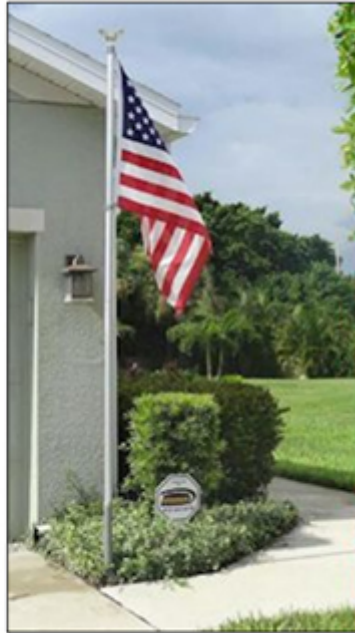
official United States flag, not larger than 4-1/2 feet by 6 feet, and may additionally display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, or Coast Guard, or a POW-MIA flag. Such additional flag must be equal in size to or smaller than the United States flag. The flagpole and display are subject to all building codes, zoning setbacks, and other applicable governmental regulations, including, but not limited to, noise and lighting ordinances in the county or municipality in which the flagpole is erected and all setback and locational criteria contained in the governing documents. (In Accordance with Chapter 720.304, Florida Statutes)

3. **Temporary Flagpole Staffs** cannot extend higher than the roof of the house and are attached to the dwelling.

**U.S. FLAG MOUNTING EXAMPLES**



Pole mounted on Structure



Pole mounted in-ground

4. **Holiday and Team Flags.** Owners may also display a holiday theme flag or team flag that is in good taste and removed when the holiday is over, and sports team is no longer playing.

5. **Decorative Flags.** Decorative flags that are tasteful and not offensive based on community standards may be displayed. Flags may contain welcoming themed wording or no wording as illustrated below. No Commercial Advertising is allowed.



Criteria for house mounted decorative flags:

- (a) Maximum size is 3'x 4';
- (b) Flagpole maximum length is 5'

Criteria for lawn mounted decorative flags:

- (a) Maximum size 12" x 18"
- (b) Maximum height of pole 2'
- (c) Maximum of one flag permitted in front, side and rear of yard.
- (d) Flags must be placed in an area that will not hinder landscaping operations

Note: Condo Owners - The physical location of the bracket into which the temporary flag pole staff is placed requires DRC approval.

No flag pole or lawn mounted flag shall encroach on neighbors' property.

The Management Company has the authority to request removal of flags not meeting the above criteria.

## **FUEL STORAGE, ON-SITE**

1. **Approval.** Fuel storage tanks exceeding five gallons capacity are not permitted on lots without prior approval of the DRC.
2. **Type of Fuel.** Propane fuel (LPG) may be stored in tanks designed and approved for the purpose.
3. **Typical Uses.** Include swimming pool heaters, domestic hot water supply tanks and cooking stoves and ovens.
4. **Methods.** Above or below ground tanks are permitted. Method will vary depending on the lot size and target location for tank placement. If stored above ground, tank must be buffered from the street and adjoining properties by landscaping.
5. **Compliance.** Target location and placement must conform to all local, state and national governmental and/or quasi-governmental codes and/or requirements, including all required

permits for storage and use. Applicants are solely responsible for obtaining all necessary permits and complying with all requirements.

## **GARAGES**

1. **Detached Garages** are not permitted.
2. **Garage Locations.** Garages must be integrated into the principal structure.

For corner lots, driveways must access the property across the front lot line only, and garages must be located near the side property line farthest from the corner. For all other lots, garages shall be generally located on the side of the Lot furthest from view based on the vehicular route typically used to arrive at the home. Exceptions will be considered on a case-by-case basis, but are subject to disapproval.

➤ The conversion of garage interiors to air-conditioned living space is not permitted for reconstruction or modifications to an existing home if such conversion results in less than the minimum stalls and standards specified.

3. **Garage Sizes and Loading.** All single-family Homes and Villas shall have a 2-car stall with a minimum internal size of 18' wide by 20' deep. All Condominium Structures shall have a 1-car stall for each dwelling unit.
4. **Front-Load Garages.** All garages shall be front-loaded and shall integrate sufficient details to enhance the appearance and to reduce expanses of vertical space through the use of architecturally appropriate treatments, such as corner quoins, pilasters, water tables, surrounds, banding and gable-end appliques.
5. **Garage Door Widths, Heights, Openers, Driveway Widths and Colors.** The minimum width for garage doors shall be 8' for a 1-car stall and 16' for a 2-car stall. The maximum height for front-loaded garage doors shall be 7'. All overhead garage doors shall be equipped with automatic door openers. Garage doors must match home's exterior body color.

## **GUTTERS AND DOWNSPOUTS**

### **1. Specifications**

- a. Single Family Homes: gutters must be 6" width with 4" x 3" downspouts. Downspout discharges/extensions may not impact adjacent structures and must be at least 12" from grass. If downspouts extend less than 12 inches from the grass, the homeowner must sign a waiver agreeing to assume full responsibility for damage caused by lawn care services and to pay any repair or replacement costs.
- b. Villas and Condominiums: refer to the respective Home Owners Associations for specifications.
- c. **Finish.** Gutters and downspouts may be white or painted to match the color of the fascia or the body color of the home.
- d. **Water Discharge.** Water discharge/runoff from downspouts shall not impact adjacent Structures in a negative or destructive manner. The DRC will review planned water discharge direction(s) and, if required, request expert opinion to be sure the discharge direction(s) will not be problematic.

## **HOLIDAY DECORATIONS AND LIGHTING**

1. Within the United States we recognize religious, federal, and state holidays and official days of observance.
2. Homeowners should use their judgment regarding the length of time decorations are out based on the holiday. However,
  - decorations/lighting can be placed outside no more than 30 days before federal and religious holidays and must be removed within 14 days after the holiday.
  - decorations/lighting for Florida state holidays and days of observance can be placed outside 5 days before the holiday and must be removed within 5 days after the holiday.
3. Decorations should not be placed in lawns, as they will interfere with the mowing of grass.
4. Decorations may not spill over into adjacent/neighborhood lots. Homeowners should respect their neighbors and decorations should not have an excessive number, size, brightness, of lights; or cause a dangerous condition; or create a nuisance to the neighborhood.
5. Any noise-emitting decorations should be quiet enough that neighbors cannot hear it when inside their home and must cease sound by 10 pm.

## **HOUSE NUMBERS**

1. **Standard.** One set of house numbers shall be mounted to the exterior wall of a structure and must be clearly visible from the street.
2. **Location:** House numbers shall occupy the same position as originally installed by the builder or as designated in each neighborhoods' declarations and covenants. The location of house numbers shall be consistent for all structures within a neighborhood. In no case shall house numbers be attached to fascias.
3. **Condos and villas:** Residents must maintain the original style and color house numbers.
4. **Single-family homes:** Residents may deviate slightly from the original house numbers within these parameters:
  - \* Numbers must be black and not exceed 6 inches in height.
  - \* Numbers must be standard numeric in format.
  - \* Font selection may differ from the original style, but must not be overly stylized to impede legibility from the street.
  - \* House numbers shall not include the initials or names of residents.
  - \* Back-lighted house numbers are not permitted.
  - \* A second set of house numbers treated as decorative artwork may be used, but only within the entrance foyer near the front door.
  - \* Decorative plaques that include house numbers may be placed within front landscaping, as long as they do not interfere with mowing and trimming.

## **HOUSEHOLD TRASH, RECYCLING AND YARD WASTE**

### **Household Trash and Recycling**

- a) Dwellings in every neighborhood shall be kept free of any external accumulation or storage of trash, bulk or scrap material, lumber, metal or any other unsightly waste.
- b) Condominiums: a trash collection “compacter” and appropriate recycling containers have been provided at a common collection point.
- c) Villas and Single Family Homes:
  1. Containers for collection of household trash and recycling are provided by the City of Bradenton. Except for the minimum time necessary for collection, such containers shall be kept in an appropriate area not visible from the street and/or from any other dwelling, such as an enclosed garage or other DRC approved enclosure.
  2. Trash and recycling containers shall be placed “curbside” for collection no earlier than dusk of the previous day.
  3. Following collection, empty containers must be removed from “curbside” by 11:59P.M. on the day of collection.
  4. Containers for collection of household trash and recycling shall be kept free of odors and/or any other unsightly or unsanitary situation that would result in a detrimental condition to any dwelling.
- d) Arrangements for collection of items too large or not permitted for inclusion in trash collection or recycling containers should be made with the City of Bradenton for “special pickup”, or other private disposal methods.
  1. Such items include, but are not limited to:
    - Refrigerators
    - Dishwashers
    - Washing machines
    - Dryers
    - Microwave ovens
    - Furniture
    - Stoves
    - Outdoor grills
  2. Items for “special pickup” should be so marked, and identified with the “special pickup” date
  3. These items should not be placed “curbside” until the scheduled day of collection.

### **Yard Waste**

The following items should not be placed in containers designated for household trash or recycling:

- Shrub and tree clippings
- Grass
- Tree limbs
- Plant waste

These items should be placed “curbside” for collection by the City of Bradenton on Monday and/or Tuesday of each week or by the landscape company of record for each neighborhood on the designated pick-up day.



## **IRRIGATION SYSTEMS**

1. **General.** All dwelling structure Lots shall contain an underground irrigation system.
2. **Size and Capacity.** Systems shall be of sufficient size to provide 100% coverage for the lot.
3. **Coverage.** Irrigation systems shall be designed to minimize over-spray to adjacent properties, sidewalks, streets and driveways. Coverage shall include rights-of-way adjoining Lots. Sprinkler heads shall be located between the outside edges of the sidewalk and curb.
4. **Other Head Types.** *Pop-up heads* or *micro jets* shall be utilized in shrub beds; *bubblers* may be used for each tree location; and *pop-up rotors* or *micro jets* shall be used in sod areas.
5. **Drip Irrigation** may be used in areas immediately adjacent to building walls in tight planters.
6. **Controls.** Systems shall utilize an automatic control device and an automatic rain cut-off switch. Controls must be located on the outside garage wall and lockable.
7. **Settings and Run Times.** Irrigation systems are programmed and overseen by the respective HOA's.

## **LANAIS, PATIOS, AND PORCHES**

1. **Definitions.** The following definitions apply:
  - ❑ **Lanai:** A covered porch that is physically attached to the rear of an existing home as an "as built" element, and is covered by a portion of the same roof that covers the home. Lanais may be expanded in accordance with rules in the DRM. (See "Screened Enclosures") Original lanai areas constructed of cinder block may also be enclosed with material specified in the DRM.
  - ❑ **Patio:** An outdoor space generally used for dining or recreation that adjoins a residence and is typically covered with pavers, brick, concrete or other approved material.
  - ❑ **Porch:** A porch is typically covered by roofing.
2. **Design Approval.** The location and design details of covered porches and patios shall be submitted for approval by the DRC. Likewise, any improvements and/or modifications to existing lanais shall be submitted to the DRC for approval.
3. **Front Yard Porches.** Covered porches with on-grade slabs or raised slabs are permitted for front yards, only if such elements were part of the original construction. New applications for front-yard porches will not be considered.
4. **Other Patios and Porches.** Subject to easements and setbacks, open patios are permitted in rear yards and, in some cases, may extend to the side yard. No front patios will be considered, and no permanent sitting or entertainment areas may be constructed or added to the front of homes. Patios must be located within the maximum buildable area. Patios [with



or without a screen enclosure] and porches must maintain at least a 5-foot setback on the side and rear yard. Permitted materials and finishes are shown in the table that follows.

**LANAI, PATIO AND PORCH FINISHES EXHIBIT**

Materials and Finishes	Entry Stoops/Front Entry		Other Porches/Patio Decks	
	Permitted	Not Permitted	Permitted	Not Permitted
Broom Finish concrete with 4" picture frame edging	•		•	
Broom Finish concrete with no picture frame edging	•		•	
Broom Finish concrete with color agents	•		•	
Broom Finish concrete with exposed natural stone aggregate	•		•	
Broom Finish concrete trimmed with pavers or bricks	•		•	
Concrete with stain or other specialty coatings	•		•	
Brick	•		•	
Brick pavers	•		•	
Natural stone pavers	•		•	
Precast or interlocking concrete pavers	•		•	
Stone set in mortar	•		•	
Compose Tile	•		•	
Wood		•		•
Recycled plastic and wood polymer composite		•		•
Chattahoochee set in epoxy		•		•

**LIGHTING, EXTERIOR**

1. **Overview.** The intent of these standards is to ensure that lighting is properly used to enhance the architectural detailing and landscape design of a Structure during evening hours **without overpowering the streetscape, producing excessive glare, or affecting adjoining Structures.**

All Applications for reconstruction and/or modifications involving exterior and/or landscape lighting must include Design Documents showing intended styles, types and placement.

2. **Location of Lighting Fixtures.** All architectural lighting must be attached to the Structure or Accessory Structure and all landscape lighting must be located within the Maximum Buildable Area of the Lot. Lamps are not permitted.

3. **Style and Finish of Lighting Fixtures.** For Single Family Homes and Condominiums, lantern style lighting fixtures are permitted for the front entry, proximate to garage doors, and on lanais, porches and patios not located in side yards.

Eave, wall and ground lights must be shielded. Globe lights will not be permitted.

Approved finishes include brown, rust, bronze or black. White fixtures are not permitted. If you are repainting your original fixture a color that is not listed below, a DRC approval is required.

Suggested colors:

Sherman Williams – All Surface Enamel  
Black 501  
Bronzestone 504  
Leather Brown 508

Sherwin Williams – Exterior  
Black TC-45  
Rojo Marron SW9182 (277 C-2)

RUST-OLUEM  
Metallic Flat Burnished Amber 271472

NOTE: you can use another brand besides Sherman Williams but color match must be made.

4. **Illumination.** The maximum level of illumination shall not exceed a low-to-medium level of illumination to achieve a **soft look** or **warm glow**.
5. **Bulbs.** All exterior lighting must be equipped with white, frosted or clear incandescent or LED bulbs. No other types of bulbs are permitted including, but not limited to, fluorescent, quartz, mercury vapor, high pressure sodium or metal halide. Colored bulbs are not permitted.

The application of light as a design element is an aesthetic choice, and preferences may vary by individual. For exterior lighting applications, LED bulbs should match the corresponding “white” color of equivalent incandescent bulbs as closely as possible to achieve a “warm glow”. Cooler whites raise attention; warmer whites soften the environment. For exterior lighting fixtures employing LED bulbs, a “color temperature” higher than 4500 Kelvin is not acceptable. Refer to the chart and illustration below.

6. **Lenses.** Glass panels or lenses and vinyl or plastic liners for lighting fixtures must be white, frosted or clear. No colored panels or lenses are permitted.
7. **Path Lights.** Path lights, not exceeding 30" in height above grade, may be used on a **limited basis** to light walkways leading from the driveway to the front entry. Pagoda or bollard style lights must have diffusers with **extended shields** to reduce glare from the street. HOA's are not responsible for maintenance and/or damage to, and/or replacement of, path lights.
  - Path and/or ground lights are not permitted for installation along driveways outside the Maximum Buildable Area.
8. **Landscape Lights.** Ground lights, ground-level spot lights and well lights may be used on a limited basis. HOA's are not responsible for maintenance and/or damage to, and/or replacement of, landscape lights.

9. **Entry Lights.** Hanging fixtures, wall- or ceiling-mounted fixtures, and recessed high hats may be used for entry lighting. Low-wattage lights are best for decorative wall-mounted fixtures, while higher-wattage fixtures are recommended for overhead use.
10. **Garage Lights / Lanterns (Single Family Homes, Condominiums).** Decorative wall-mounted fixtures may be used to light garage door areas and may be mounted above or on the sides of garage doors with DRC approval. The original lantern style is no longer available. It may be replaced with Progress Lighting P5650 or equal, in a similar style and color to the original fixture.

#### **Progress Lighting Model P5650**



11. **Porch Lights.** Hanging fixtures, wall- or ceiling-mounted fixtures and recessed high hats may be used for porch lighting.
12. **Side Yard Lights.** Doors facing or opening to the side yards of Structures may be lighted with a shielded fixture which provides up and/or down light only.
13. **Spot/Flood Lights.** A maximum of two [2] wall- or eave-mounted spot lights, not exceeding 150 watts per fixture, are permitted only on the rear plane of a Structure. Fixtures must be mounted less than 12'-0" above grade and fitted with a shield to minimize light spillage. Lamps may not be directed at such an angle to cause excessive glare or light spillage which may affect adjoining Structures, as determined by the DRC. Wall- and eave-mounted spot/flood lights are not permitted in front or side yard areas.
14. **Light Spillage and Glare.** Other than decorative fixtures attached to the entry or garage of a Structure, light sources should be hidden when possible so the light is seen, but not the lamp. Besides achieving the most natural look possible, hiding the light source avoids glare that when lamps are in direct view. Glare can also be reduced by using several smaller lights rather than one larger one. The use of diffusers, shields and grills is also helpful.
  - **No exterior lighting will be permitted which, in the opinion of the DRC, would create a nuisance to adjoining Structures or excessive glare from the street. In the event lighting produces excessive glare or light spillage after installation, the**

**Applicant will be required to correct the situation by reducing the wattage of lamps, adjusting shields, or taking other measures as directed by the DRC.**

**LED LIGHTING COLOR TEMPERATURE CHART**

Name	Color Temperature	Typical Lighting Application
Warm White	2700 - 3500 Kelvin	Interior Residential
Natural White	4000 - 4500 Kelvin	Retail Space
Daylight White	5000 - 6000 Kelvin	High Color Definition
Cool White	6000 - 7000 Kelvin	Industrial/Commercial/Institutional

**MAILBOXES, SINGLE FAMILY HOMES**

1. **Style.** Mailboxes shall conform to a standard design, color, size, lettering, post detail and manufacturer as established by the DRC.
2. **Responsibility.** The Palma Sola Trace Board of Directors is responsible for the cost of maintenance and replacement as necessary.
3. The original mailboxes are no longer available. The Board of Directors have selected a replacement and will be replacing sections of the community with new mailboxes when they run out of the old style.

**APPROVED MAILBOXES FOR SINGLE FAMILY HOMES**



**Original address numbers are on plate on top of mailbox. The newer mailboxes have the address number on front door.**

## **ORNAMENTATIONS AND DECORATIVE EMBELLISHMENTS, EXTERIOR**

1. **Ornamental Metal.** If consistent with the architectural theme of a Structure or Accessory Structures, ornamental metal may be used for pot and flower box shelves, window grilles, balconettes, and balcony railings. Ornamental metal grilles shall be delicate in appearance and may not exceed approximately 50% of the vertical height of a window opening.
  - Fire safety codes regarding egress are the responsibility of applicants and not the DRC.
2. **Wood.** Wood may be used for minor infill areas and other limited applications, such as entry doors, columns, railings, fascias, eave brackets, and bay or box windows.
  - Wood is not permitted for exterior siding, soffits, dormers, cupolas, gable ends or raised porches.
3. **Balustrades.** If consistent with the architectural theme of a Structure, balustrades may be used for balconettes, balconies, and exterior stairs and pony walls. Subject to approval of proposed design elements, the following materials are “permitted” for railing caps, balusters and stretchers:
  - ❑ Cast stone
  - ❑ Cast cement
4. **Railings.** Railings shall be consistent with the architectural theme of a home and may be constructed of the following:
  - ❑ Wood
  - ❑ Painted Aluminum
  - ❑ Polyvinyl
5. **Cornices and Friezes.** Subject to approval of proposed design elements, cornices and friezes are permitted on exterior elevations and may be constructed from stucco, cast stone or synthetic products.
6. **Exterior Moldings and Brackets.** Formed synthetics and cast stone are “permitted” for exterior moldings, subject to overall design. Wood may be used for eave brackets and knee brackets for balconettes and box or bay windows.
7. **Columns.** The number, scale and style of columns shall be consistent with the architectural theme and massing of the Structure. The following materials are “permitted” for columns:
  - ❑ Reinforced concrete [*with* stucco]
  - ❑ Concrete block [*with* stucco]
  - ❑ Cast synthetic products
  - ❑ Formed synthetics
  - ❑ Cast stone
  - ❑ Wood

8. **Quoins.** Depending on the architectural theme of a home, quoins may be composed of stucco or stone for stucco wall finishes. Subject to approval of proposed design elements, the following types are “permitted”:

**Faces**

- Flat faced
- Chamfered

**Layouts**

- Stacked corners [even leg lengths and tight spacing]
- Alternating stacked corners [uneven leg lengths and tight spacing]

- **Quoins with excessive horizontal staggering or excessive vertical spacing are not permitted.**

9. **Decorative Embellishments** A decorative embellishment is defined as any item to be placed on a home or lot that does not naturally occur in nature.

All residents are permitted to display holiday decorations, patriotic flags and small banners. Requirements and restrictions are outlined in the appropriate sections of the Design Review Manual.

Condo residents are not permitted to place other embellishments outside the lanai areas of their properties. The only exception to this is a wreath on the front door, as long as fasteners do not put a hole in or otherwise damage the door. A doormat may be placed at the front door in the atrium. Residents of the two-story Carlyse model may place a planter in front of the atrium window as long as the entire plant and planter is not higher than the bottom of the window. All three homeowners sharing the atrium must approve of the planter before it is placed.

Villa residents are subject to requirements of their own Architectural Control Committee. Details are outlined in the ACC manual.

For single-family homes, limited exterior decorative embellishments are permitted with no need to file an application to the DRC. Homeowners placing decorative items, statuary, sculptures or other exterior embellishments must comply with the aesthetic and design standards of the community and the neighborhood and the following standards:

- a. Embellishments must be tasteful in number, size and design. No embellishments that might be considered by others to be undignified or offensive are permitted.
- b. No embellishments may be placed outside mulched or paved surfaces or in areas that would interfere with landscaping maintenance.
- c. Embellishments must not block access to utilities such as air conditioning, electrical power and irrigation controls.

- d. Nothing that attracts animals or vermin – bird and other animal feeders, animal houses, animal baths, vegetable gardens or compost piles—is permitted. Decorative birdhouses are permitted.
- e. All outdoor furniture must be maintained in good condition and placed only on paved or mulched surfaces.
- f. Fountains and water features must not exceed 48 inches in height. Inoperable fountains must be removed promptly to eliminate standing water in which insects breed.
- g. Homeowners are responsible for maintaining any decorative pots and the plant material within them. No decorative pots are permitted to hang from mailboxes.
- h. Artificial flowers and other artificial foliage are restricted to front doors and lanais.
- i. Artificial turf is not permitted.

**PATIOS: See Lanais, Porches and Patios**

**PERGOLAS: See Accessory Structures**

**PLAY EQUIPMENT**

1. **Overview.** Planning for the recreation of children and young adults is an essential part of life at Palma Sola Trace. Commercially available play equipment, however, is often less than desirable in appearance. As a result, these standards have been established to create a balance between the need for play equipment and the impact on streetscapes, adjoining Lots and common areas. Play equipment includes, but is not limited to, basketball goals, swing sets, jungle gyms, play pools, playhouses, play complexes, tree houses, trampolines and similar items. The location, number, size, materials and colors for play equipment shall be reviewed on a case-by-case basis. A color photograph and size information should be submitted with an Application to the DRC for approval prior to installation.
2. **Location of Play Equipment.** Permanent basketball goals shall be located as provided below. All other play equipment shall be located in the rear yard within the Maximum Buildable Area. Portable play equipment, including portable basketball goals, shall be removed when not in use and may be stored in lanais or porches.
3. **Buffer Landscaping.** Landscaping may be required for permanent play equipment to buffer views from the street, adjoining properties and common areas. The location of play equipment will be evaluated on an individual basis to determine the extent of landscaping required. Generally, more extensive landscaping is required for Corner Lots.
4. **Permanent Basketball Goals.** Permanent basketball goals may be approved and the location of each request will be evaluated on a case-by-case basis by the DRC. In order of priority, the preferred location for permanent basketball goals is the rear yard, followed by the side yard behind the front plane of the home. However, several factors will be examined when considering a request, such as the size of the Lot, the siting of the Structure on the Lot,

and the potential damage to landscaping and automobiles on adjacent Lots. Regardless of the location, all permanent basketball goals shall have a black pole with a clear backboard.

➤ No basketball backboards or goals may be attached to any portion of a Structure.

5. **Swing Sets.** Wood swing sets may be made of cedar or redwood lumber and left natural or stained a medium to dark earth tone color to blend with the landscaping. Other materials will be considered, provided the color is acceptable.
6. **Playhouses.** Playhouses are limited to 100 square feet in area and a maximum height of 6' above grade. The exterior of playhouses shall be stained or painted a medium to dark earth tone color to blend with the landscaping. No electrical or plumbing connections are permitted to service playhouses. Playhouses must be placed in the rear of the home with minimum to no visibility from the street, must not be placed on easements, must not interfere with mowing (6" of mulch around playhouse to allow for ease of mowing), must be used for their intended purpose, and must be removed, area sodded once not in use or before selling the home.
7. **Play Complexes.** Play complexes may not exceed 250 square feet in area or more than 12' in height above grade.
8. **Tree Houses.** Tree houses are *not permitted* anywhere within the community.
9. **Trampolines.** Other than portable trampolines which are moved inside when not in use, trampolines intended to remain outside will be evaluated on a case-by-case basis by the DRC.
10. **Skateboard Ramps.** Permanent skateboard ramps are *not permitted* on any Lot within the community.

### **PLANTERS: See Fences, Walls and Planters**

### **POOLS, ABOVE-GROUND OR PORTABLE**

Above-ground or portable pools are *not permitted*, except for baby pools which are to be removed when not in use.

### **POOLS, IN-GROUND, AND SPAS**

1. **Design Approval.** The location and design details of in-ground pools and spas shall be submitted for approval by the DRC.
2. **Location.** Subject to easements, in-ground pools and spas may be located in rear yards or in the internal open space area of Structures designed with a central courtyard or atrium. Pools or spas and screen enclosures associated therewith must maintain at least a 5-foot setback on the side and rear yard. Easements and conservation areas may result in additional setbacks.
3. **Pool Equipment.** All pumps, filtration and other equipment must be buffered from the street and adjoining properties by landscaping as provided in this Manual.



4. **Portable Spas.** Portable spas are permitted if located under a covered porch, screen enclosure or in the internal open space area of Structures designed with a central courtyard or atrium.
5. **Pool and Spa Protection.** Pools and spas must be protected on exposed sides by a screen enclosure or a fence as further provided in this Manual.

For additional details, refer to:

- **Fences, Walls And Planters**
- **Screen Enclosures**

As an alternative, spas may be enclosed by a protective cover with a locking device.

- **Compliance with building and safety codes are the responsibility of the applicant and not the DRC.**

## **PORCHES: See Lanais, Porches and Patios**

## **RECONSTRUCTION**

Any home that needs to be rebuilt as a result of fire, storm or other disaster must be rebuilt as originally constructed in style and feature elements. New design elements inconsistent with the neighborhood will be not be considered.

## **ROADSIDE OBSTACLES**

No concrete cylinders, pyramids, half-rounds or similar items may be placed along roadways or within rights-of-way in front of a Lot.

## **ROOFS AND DORMERS**

1. **Design Approval.** The elevation and top view of roofs and related details shall be shown on plans for reconstruction and/or modifications submitted for approval to the DRC.
2. **Roof Styles and Pitches.** Roof structures may be conventionally framed or constructed of prefabricated trusses. Except for flared eaves, the minimum pitch shall be 5 on 12 for primary roof structures. For secondary elements, the minimum pitch may be lower with the written approval of the DRC as long as any such elements are used on a limited basis and are considered essential to the overall architectural character of the Structure. The maximum slope for primary roof structures is 7 on 12. A variance will be considered by the DRC if the authenticity of the architectural style is acceptable.

A flat roof with a parapet or a flat roof with an entablature may be approved if it is part of an integral design element such as an entry portico, a covered porch, or a second floor balcony extending over a porch or living space below. Visor roofs or roof extensions may be used above windows and balconies. Eave brackets should be included, if appropriate. Subject to

overall design approval, the roof styles below are permitted and other styles will be considered on their own merits by the DRC:

- ❑ Gable [with or without flared eaves].
- ❑ Hip [with or without flared eaves].
- ❑ Jerkin.
- ❑ Conical, hexagonal, octagonal and pyramidal [limited applications].
- ❑ Visor [limited applications].
- ❑ Flat with parapets and/or entablatures [limited applications].

3. **Roof Materials.** All roofs within Palma Sola Trace shall consist of dimensional fiberglass asphalt shingle. The shingle manufacturer, series and colors all require the written pre-approval of the DRC. The approval of a shingle manufacturer and series does not imply that all colors within a series are permitted.
4. **Plumbing and Vent Stacks.** Unless building codes require otherwise, all exposed plumbing and vent stacks shall be limited to 12" and installed on slopes not visible from the street or side yard of Corner Lots. All plumbing and vent stacks shall be painted to blend with the roof color, except for copper which may remain unfinished.
5. **Ridge Vents.** Concealed ridge vents and off ridge roof vents (to meet ventilation requirements) are permitted on roofs with dimensional fiberglass asphalt shingles. If ridge vents are required by building codes to be located on the roof slope visible to the street or side yard of Corner Lots, then any such vents must be concealed. All exposed ridge vents must be painted to blend with the roof color, except for copper which may remain unfinished.
6. **Valleys and Flashing.** All valleys must be galvanized steel or copper. Readily visible valleys and flashing shall be painted to match surrounding surfaces, except for copper, which may remain unfinished. All valleys on roofs with dimensional fiberglass asphalt shingles must be "closed."
7. **Fascias.** Fascias shall be a minimum of 6" on all elevations. The materials listed below are permitted and other types will be considered on their own merit by the DRC:
  - ❑ Wood.
  - ❑ Fiber-cement.
  - ❑ Painted aluminum.
  - ❑ Prime trim.
8. **Soffits.** The materials listed below are permitted for soffits and other types will be considered on their own merit by the DRC:
  - ❑ Painted aluminum.
  - ❑ Fiber-cement.
9. Roofline additions, including solar panels, solar tubes, skylights, whole-house ventilation/exhaust fans and similar devices should be as unobtrusive as possible, with minimal visibility from the street and adjacent properties.

## **ROOFTOP VENTILATING SYSTEMS/EXHAUST FANS**

Rooftop ventilating systems and exhaust fans should be as unobtrusive as possible with minimal visibility from the street and adjacent properties.

## **SATELLITE DISHES AND ANTENNAS**

1. **Satellite Dishes and Antennas.** One satellite dish [one meter or less in diameter or diagonal measurement] or one antenna [one meter or less in diameter or diagonal measurement] for the reception of video programming signals only is permitted. If placement does not impose unreasonable delay or expense or preclude reception of an acceptable quality signal, the DRC may require any such improvements to be:
  - a. located in a place shielded from view from the street to the maximum extent possible;
  - b. located in the rear yard between the left and right corners of the Structure;
  - c. located as close to the rear of the Structure as reasonably achievable, and
  - d. buffered by landscaping.

The DRC may require any such improvements to be painted to maintain the aesthetic appearance of the Property. All attendant wiring must be internal to the Structure. Owners in violation of these provisions or any applicable safety requirements may be required to relocate and/or modify any such satellite dish or antenna at their sole expense.

2. **Other Transmission or Reception Antennas.** Except as provided above, no other exterior antennas, aerials, or similar apparatus shall be placed, allowed or maintained upon any portion of a Lot, including the Structure, without the prior written consent of the DRC. No radio station or shortwave operation of any kind shall operate from any Lot.

## **SCREEN ENCLOSURES**

1. **Design Approval.** Subject to easements and setbacks, and with the approval of the DRC, screen enclosures may be used to enclose the sides and overhead of an open patio or pool.
2. **Roofs.** Screen enclosures shall be attached to and integrated with the Structure. No flat roofs are permitted on screen enclosures. Screen enclosures may not be higher than the ridgeline of the roof.
3. **Frames.** White or bronze frames are permitted, subject to the approval of the overall design.
4. **Screening.** Black or charcoal screening is permitted.
5. **Spot lights or other lighting fixtures** may not be mounted to screen enclosure frames.
6. The roof of screen enclosures may not be covered with corrugated fiberglass panels, canvas, vinyl, aluminum pan roof panels or composite roof panels.

## **SECURITY SYSTEMS**

Security systems flooding the marketplace have become proven ways to deter would-be criminals and enhance community security. They range from security signs and lights to interactive video security cameras, electronic doorbell services and sound and motion-sensing equipment. In general, these devices are permitted, subject to the following guidelines, as long as they are placed in discreet locations and do not infringe on a neighbor's property rights. In all cases, homeowners are responsible for maintaining these devices and ensuring that they do not cause disturbances.

Prohibited items: No spotlights or devices that produce an external alarm are permitted.

Single-family homes: If they meet the following guidelines, residents of single-family homes are permitted to install these devices without filing an application to the DRC as long as they are placed in discreet locations and do not infringe on a neighbor's privacy rights.

Villas and condominiums: Residents of the villas and condominiums are required to file an application to and get approval from their e Architectural Review Committee (villas) or Condominium Board (condos) before installing any externally mounted home security device.

### Guidelines:

1. Cameras: security cameras should be directed only on the property they are designed to protect. They should not point to the street, common areas or adjacent properties. For condo residents, approval by the Condominium Board is required before installation for placement and materials used to mount it. The Villa Architectural Review Committee limits the number of security devices that may be installed on the front of any residence to four and requires that they comply with community aesthetic requirements.
2. Security doorbells: "Ring" or similar electronic security systems are authorized. Condo residents, whose front doors are considered common elements, must attach any new or replacement doorbells at the exact location of the original doorbell.
3. Security signs: Many homes within Palma Sola Trace are equipped with security systems. Residents may post security signs in front of their properties in a location that doesn't interfere with the landscaping or the landscapers' work. "Dummy" signs are discouraged.
4. Motion-sensor lights: Limited use of these lights is permitted. They must not shine on a neighbor's property and must be activated only by movement directly along a door or window. For condo residents, approval by the Condominium Board is required before installation for placement and materials used to mount it. The Villa Architectural Review Committee limits the number of security lights that may be installed on the front of any residence to four and requires that they comply with community aesthetic requirements.

## **SHEDS**

Portable or detached sheds, including, but not limited to, storage and/or tool sheds, are not permitted on any Lot.

## SHUTTERS, DECORATIVE

1. **Design Approval.** Shutters are considered "decorative" if they are used primarily for ornamental embellishments and/or *are not certified as hurricane shutters*.
2. **Permitted Types.** With the approval of the DRC, Colonial and Bahama style decorative shutters are permitted for permanent installation on windows for all elevations, provided such details are consistent with the architectural theme of the Structure. Colonial shutters may be fixed or mounted to one or both sides of a window. Bahama shutters are hinged at the top and held in place by support rods.

The following decorative shutters are permitted, subject to approval of overall design:

### **Permitted Designs**

Louver  
Panel  
Batten

### **Permitted Materials**

Painted aluminum  
Polyvinyl  
Formed synthetics

## SHUTTERS, HURRICANE

1. **Design Approval.** Installation details, product photos and color samples must be submitted for DRC approval prior to installation. The type, manufacturer, installation, and color of hurricane protective devices are also subject to approval of the DRC.
2. **Types and Uses.** Hurricane protective devices include **temporary** and **permanent** types. Generally, more than one type of device is required to provide protection for doors, windows and fixed glass openings. Arrangements for the installation or removal of temporary hurricane protective devices, and the "opening" or closing" of permanent hurricane protective devices, are the responsibility of Owners.

Subject to the design criteria below, hurricane protective devices may be approved for front, side and/or rear elevations, and for temporary or permanent installation.

### 3. **Temporary Hurricane Protective Devices**

#### **Types:**

- Corrugated steel panels
- Corrugated aluminum panels
- Hurricane fabric

#### **Approved For:**

- All elevations
- All elevations
- All elevations

**Additional Criteria:** Temporary hurricane protective devices must be stored inside a Structure or Accessory Structure and only installed upon issuance of a tropical storm or hurricane watch; they must be removed within 5 days after a watch or warning is lifted. As may be permitted, permanently affixed tracks and all other mounting brackets and attendant hardware shall be painted to match or blend with the color of the door frame, window frame, wall or other surrounds to which such items are attached.

#### 4. Permanent Hurricane Protective Devices

##### Types:

- Accordion windows and doors
- Roll-down shutters
- Colonial or Bahama shutters

##### Approved For:

- All elevations
- All elevations
- All elevations

(1) If used on front or side elevations, the “box” for roll-down shutters shall be concealed from view. Other methods may be approved by the DRC.

##### Additional Criteria:

Permanent hurricane protective devices are attached to the Structure and remain in place at all times. Permanent devices must remain in the "open" position, and only be “closed” upon issuance of a tropical storm or hurricane watch; they must be returned to the “open” position within 5 days after a watch or warning is lifted.

The color of shutters shall match or blend with the door frame, window frame, wall or other surrounds to which such items are attached.

Other products, materials and types of hurricane protective devices will be considered on their own merit by the DRC.

- **Verification of hurricane certification for shutters is the responsibility of the Applicant and not the DRC.**

#### **SIDEWALKS, PUBLIC**

1. **Sidewalks.** The Palma Sola Trace Community has public sidewalks fronting individual Lots and common areas.
2. **Maintenance.** Routine maintenance and/or repair of public sidewalks is the responsibility of the City of Bradenton. Applicants are responsible for all repair to sidewalks on/and adjacent to their Lot resulting from reconstruction and/or modifications.
3. **Design Approval.** If repairs to, and/or replacement of, sidewalks are required, they shall conform to the following specifications:
  - Sidewalks shall be constructed of Portland Cement concrete, Class 1. Materials and methods of construction shall conform to the Florida DOT Standard Specifications for Road and Bridge Construction, latest edition, and the Americans with Disabilities Act, 49 CFR.
  - Sidewalks in residential driveways and areas fronting retention or detention ponds shall be 6" thick. All other sidewalks shall be 4" thick.
  - Sidewalks shall be no less than 5'-0" in width along local roads.
  - Sawed contraction joints, when used, shall have a minimum depth of 1½".
  - Expansion joints are required between sidewalks and curbing, driveways and all fixed objects and at intervals specified by FDOT.

- Sidewalks must remain of concrete construction. No pavers are permitted on city sidewalks in accordance with City of Bradenton Code Section 2.3.1 and 2.3.2. Possession of a “Release and Hold Harmless Agreement/Pavers” from the city government does not nullify this prohibition or constitute approval from the city or Palma Sola Trace.

**SIGNS**

1. **Design Approval.** Except as may be required by legal proceedings or applicable law, all signs, billboards or advertisements of any kind must be approved in writing by the DRC. The only exception is for Board of Directors-approved signs advertising community events such as the annual/semiannual community-wide garage sale. These temporary signs do not require additional DRC approval.
2. **Types of Signs.** No signs will be permitted on any lot, except for the following:
  - a) A single "For Sale" or "For Lease" sign either by realtor or owner provided it conforms to the established standard design criteria.

The addition of a “SOLD” Rider is allowed and shall be no larger than 6” x 18”. The SOLD Rider shall be WHITE with RED lettering OR RED with WHITE lettering and shall be placed on the same sign stake as the “For Sale” sign.

The cost of fabrication and installation is the responsibility of the owner.

**FOR SALE SIGN SPECIFICATION FOR THE PALMA SOLA TRACE COMMUNITY**

<p><b>Size:</b> Max 12” H X 18” W, Oval</p> <p><b>Material:</b> 3mm polymetal, 3-color premium vinyl</p> <p><b>Color:</b> Tan background, hunter green inline, black text</p> <p><b>Mounting:</b> Black Steel T-stake</p> <p><b>Text:</b></p> <ul style="list-style-type: none"> <li>■ For Sale or For Rent</li> <li>■ Agent Name</li> <li>■ Company Name</li> <li>■ Phone Number</li> </ul> <p><b>Sold Rider:</b> 6” H X 16” L</p> <ul style="list-style-type: none"> <li>■ Red with White Lettering</li> <li>■ White with Red Lettering</li> </ul>	
--	--

- b) Standard MLS Realtor "Open House" Signs are permitted within the neighborhoods. Signs shall not be placed earlier than 60 minutes prior to property showing and shall be removed 60 minutes after showing terminates.
- c) An owner may display a Security Service Signs of reasonable size provided by a security service contractor within 20 feet of each entrance to a residence.

"For Sale", "For Rent", "Open House" and "Security Service" Signs do not require DRC approval given they comply with above standards.

- d) An owner may display **one** of the following two Dog Waste Signs. Signs must be placed 6 inches from grass within flower beds to not hinder landscaping operations

### DOG WASTE SIGNS

SIZE 12" x 8"



SIZE 6" x 13"



- e) Home Owner Associations may utilize alternate signs for common areas. These signs require a one-time DRC approval



Condo approved sign



3. **Miscellaneous Signs and Advertising Devices.** Except as provided for in this Manual or otherwise approved by the DRC, no other signs, flags, banners or advertising devices may be placed on or about any lot, attached to or part of any Structure, located in or about windows visible from the street or adjoining lots, located within road rights-of-way or common areas, or placed on or about the property.
4. **Endorsements.** No political signs, advertising, banners and/or decorations of any kind are permitted – regardless of their design, how decorative they may be or how well they blend into the landscaping.
5. **Non-Conforming or Unapproved Signs.** Any sign, flag, banner or advertising device not in conformance with these requirements may be removed and discarded without prior notice or obligation to the offending party.
6. **Sign Placement.** “ All signs shall be placed at least 10 feet behind the front property line of a Lot. Sign placement shall not interfere with lawn mowing and maintenance.

### **SKYLIGHTS AND SOLAR TUBES**

Skylights and solar tubes may be installed with DRC approval. They should be as unobtrusive as possible with minimal visibility from the street and adjacent properties. Reflective glazing is not permitted.

### **SOLAR COLLECTORS**

The location and design details for solar collectors shall be submitted to the DRC for approval. A solar collector shall not be installed on any lot unless it is an integral and harmonious part of the architectural design of a Structure. Solar collectors shall be located on a roof exposure with minimal visibility from the street and adjoining properties to the maximum extent possible. Solar collectors shall be flush mounted and installed parallel to the plane of the roof. Frames and attendant hardware shall be finished to match the roof color. Under no circumstances may solar collectors extend above the ridge-line of a roof.

### **TREES, PLANTS AND SHRUBS – See Landscaping Section**

### **UTILITIES AND RELATED SERVICES**

1. **Utility and Service Companies.** Utilities and related services for the community are provided by the following companies:
  - ❑ **Electric:** Florida Power & Light
  - ❑ **Sanitary Sewer:** City of Bradenton
  - ❑ **Potable Water:** City of Bradenton
  - ❑ **Broadband Cable:** Spectrum or Frontier
  - ❑ **Telephone:** Spectrum or Frontier

2. **Fees and Charges.** Applicants are responsible for all fees, deposits, meters or other costs charged by utilities and related companies for extending, installing and providing utilities or related services for Structures.
3. **Utility Lines.** No overhead utility lines shall be permitted within the Properties, except for temporary lines as required during construction and existing lines within the Properties.
4. **Underground Service, Utility Meters and Related Connections.** All utilities shall run underground to the Structure in accordance with applicable codes and utility company regulations. Unless otherwise approved in writing by the DRC, meters and other utility connections for natural gas, electric, telephone and cable television must be located in a side yard within a service fence area as provided in this Design Review Manual.
5. **Water and Sewer.** All Structures shall connect to the potable water and sanitary sewer system for the community. The use of lakes within the community for irrigation on Lots or the installation of wells on Lots for potable or irrigation water is prohibited. A common irrigation distribution system has been installed to serve all Lots and the common areas for use with recycled [or *treated effluent*] water. Such system has been stubbed out to the boundary of each Lot. The Owner is obligated, at his or her expense, to maintain the connection for the Lot's irrigation system to the recycled water system.
6. **Broadband Cable.** As part of any reconstruction, the Owner is responsible for installing wiring and related equipment for broadband cable television in accordance with specifications on file with the DRC.
7. **Electronic Monitoring System.** If an electronic monitoring system is installed as part of original construction or as a modification to existing construction, no audible alarms are permitted on the exterior of residences. One external strobe light is permitted and may be attached to the soffit on the front elevation of a home. All attendant wiring must be internal to the Structure.

## **WALKWAYS, ENTRY**

1. **Size.** An entry walkway at least 36" in width shall be provided from the driveway to the front entry door of each Structure. The width of the walkway can not exceed the width of the front entry pad. The walkway can not extend more than 9' from the front of the garage..
2. **Location.** The location of entry walkways shall be shown on the site plan.
3. **Reconstruction, Modifications.** Should changes to existing entry walkways be desired, an Application must be submitted to the DRC for approval. A color product photo showing proposed patterns, banding and colors for walkway finishes must be attached.
4. **Finishes.** Permitted materials and finishes are shown below.

### ENTRY WALKWAY MATERIALS AND FINISHES CHART

Materials and Finishes	Walkways	
	Permitted	Not Permitted
Broom Finish concrete with 4" picture frame edging	•	
Broom Finish concrete with no picture frame edging	•	
Broom Finish concrete with color agents	•	
Broom Finish concrete with exposed natural stone aggregate	•	
Broom Finish concrete trimmed with pavers or bricks	•	
Concrete with specialty coatings	•	
Concrete with paint or stain		•
Stamped concrete with approved color agent	•	
Etched concrete with stain	•	
Brick pavers	•	
Natural stone pavers	•	
Precast or interlocking concrete pavers	•	
Stone set in mortar		•
Decomposed granite, gravel or river rock		•
Asphalt		•
Chattahoochee set in epoxy		•
Mulch, pine bark or pine straw		•

### WALLS, PRIVACY – See Fences, Walls and Planters

### WALLS AND FINISH MATERIALS – STRUCTURES, EXTERIOR

- Exterior Structural Walls.** Concrete block, reinforced concrete or structural concrete panels are permitted for exterior walls. Frame construction is permitted on the second level only.
- Exterior Wall Finishes and Materials.** The exterior wall finishes listed below are "permitted" or "not permitted", subject to overall design. Other materials will be considered on their own merits by the DRC.

#### **Permitted**

- Stucco [5/8" or greater cement-based finish]
- Cementitious Finish [cement-based or synthetic finish less than 5/8"]
- Brick [natural]
- Stone [natural, manufactured or cast]
- Horizontal wood [limited applications]
- Fiber-cement siding

**Not Permitted**

- ❑ Aluminum siding
  - ❑ Wood shingle siding
  - ❑ Plywood or wood laminate siding
  - ❑ Exposed concrete block
  - ❑ Decorative concrete block
  - ❑ Imitation brick
- For purposes of this manual, "stucco" shall mean and refer to cement-based stucco, cementitious finishes and synthetic coatings; and "stone" shall mean and refer to natural, manufactured and cast products.
3. **Stucco.** Smooth and lightly textured finishes are permitted. Excessive joining marks between coats of stucco, due to scaffolding and construction practices, must be avoided and may be a cause for rejection in the field by the DRC. If consistent with the architectural theme of a home, stucco embellishments may be used for window trim and eyebrows, lintels and keystones, door trim and surrounds, water tables, corner quoins and pilasters.
4. **Stone.** Subject to the approval of the DRC, natural stone and quality, manufactured or cast stone products are permitted for exterior wall applications and wainscoting, window sills and trim, lintels and keystones, door trim and surrounds, water tables, corner quoins and pilasters. Stone is also permitted for chimneys, privacy walls, service fences and planters. Unless otherwise approved in writing by the DRC, stone wall veneers or wainscoting applications on front elevations shall wrap side elevations by a minimum of 12".
5. **Brick.** Woodmold and sand faced bricks are permitted for exterior elevations, subject to overall design approval. Other brick textures will be evaluated on their own merit by the DRC. Modular (7 5/8"W X 2 1/4"H X 3 1/2"D) and standard (8"W X 2 1/4"H X 3 1/2"D) brick sizes are permitted. Other sizes will be evaluated on their own merit by the DRC, but are subject to disapproval.
- The use of white, lightly colored, and certain blush bricks is not permitted. Imitation brick is not approved for exterior elevations.
6. **Fiber-Cement Products.** Fiber-cement siding is permitted for exterior wall finishes, bay or box windows, fascias, dormers, cupolas and gable ends.

**WATER SOFTENER AND/OR CONDITIONING SYSTEMS**

1. **Approval.** Approval by the DRC is required for all water softener and/or conditioning systems installed external to the Structure.
2. **Buffering.** If installed external to the Structure, water softener and/or conditioning systems must be buffered with landscaping to minimize viewing from the street, side yards, etc.
3. **Permits.** All required permits are the responsibility of the Applicant.

## **WELLS**

Owners are not permitted to use lakes within the Properties for irrigation or to install wells on Lots for potable or irrigation water.

## **WINDOWS**

1. **Windows.** Exterior elevations shall take into consideration the need for windows and transoms of greater height to maintain proper scale and massing. Windows shall be typically rectangular in shape and the use of half-round and elliptical transoms are encouraged. Where appropriate, specialty windows may be used. The window types and features listed below are “permitted” and other designs will be considered on their own merits by the DRC:

### **Permitted Types**

- Fixed
- Double-hung
- Casement
- Gliding

### **Permitted Configurations**

- Rectangular [with or without half-round or elliptical transoms]
- Palladian
- Round [specialty]
- Elliptical [specialty]

### **Permitted Materials**

- Aluminum
- Vinyl
- Vinyl Clad Wood
- Wood

### **Permitted Glazing**

- True divided lights: permitted for all elevations
- Simulated divided lights: permitted for all elevations
- Full glaze [no muntins, grids]: permitted for side elevations (except corner lots), and rear elevations only
- Combination full glaze and simulated or true divided lights: permitted for all elevations

Glass block is not permitted on front elevations or side elevations located on the street side yard of corner lots.

2. **Window Frame Colors.** White, cream and bronze are permitted for aluminum window and glass sliding door frames, subject to approval of the other exterior color selections. Colors permitted for wood and other types of frames will be evaluated on their own merits by the DRC.

3. **Window Embellishments.** Windows shall employ architecturally acceptable details such as surrounds, eyebrows, lintels, keystones or sills. Window embellishments may consist of stucco, cast stone or formed synthetic products as may be approved by the DRC. In order to create a “dimensional effect,” all window embellishments on front or side elevations exposed to a street shall be 1" or greater in depth. Stucco “cuts” in lieu of raised bands are permitted on side and rear elevations not exposed to the street.
  
4. **Reflective Window Coverings and Film.** All windows shall have window coverings which have a white or off-white backing or blend with the exterior color of the dwelling. Reflective window coverings and glass or film with reflective properties are not allowed on any Structure. Light gray and light bronze tinting and film are permitted. All other tint colors must be approved by the DRC, but are subject to disapproval.

## **SECTION 6: LANDSCAPING**

### **DESIGN APPROVAL**

The purpose of the landscape review process is to ensure a harmonious neighborhood streetscape and to protect the aesthetic quality of the overall community. The landscape design standards are intended to provide for the needs and desires of the Applicant in a manner that also protects the lifestyle of adjoining neighbors.

The DRC has jurisdiction over all modifications and /or reconstruction of completed structures and/or accessory structures, including landscaping, within the Palma Sola Trace Master Association, excluding common areas and neighborhood associations declarations and covenants. An application must be submitted for all landscaping modifications and/or replacements (which may include replacement of trees, bushes, sod, etc.) for the neighborhoods under the authority of the DRC.

Homeowners considering landscaping replacement and/or modification should also review the Master Board Landscape Committee Charter. This document authorizes the creation of, and defines the role of, the Master Association Landscaping Committee, including the standards for single-family home landscaping. It is available on the Palma Sola Tracings website.

Landscaping problems such as diseased trees, bushes, plants, etc. fall under maintenance and the management company of record should be contacted. The landscaping charter and additional information is available on the Palma Sola Tracings website. Landscape plans must also be submitted for approval by the DRC as part of an Application for Minor/Major Modification and/or Reconstruction.

- Installation and removal of landscaping shall be subject to prior review by the Landscaping Committee and approval of the DRC. No trees shall be removed, except for diseased or dead trees and trees needing to be removed to promote the growth of other landscaping, or for safety reasons, and such removal may be conditioned upon replacement of removed trees at the applicant's expense as determined by the DRC.
- The city of Bradenton may require approval to remove some trees such as Live Oaks, Sabal Palms and other canopy trees. In addition, homeowners are required to submit a DRC application and get DRC approval before removing any tree.

### **MINIMUM LANDSCAPING**

In the event of reconstruction, the DRC will determine the amount of landscaping an applicant is required to install. This determination will be based on lot width, and exclude landscaping material installed inside screen enclosures.

### **LANDSCAPING OF EASEMENTS**

Landscape material within easements and conservation areas shall be limited to sod, low ground cover or small shrubbery, subject to the recommendation of the Landscaping Committee and approval of the DRC. Trees are not permitted within easements. No landscape material is

permitted within easements which will interfere with vehicular traffic or prevent maintenance of utilities.

- Owners shall be responsible for the prompt removal of any such improvements within easements as may be required for access, installation and maintenance of utilities or other purposes. Any damage caused to driveways, other structures or landscaping within easements shall be promptly restored and repaired by the owner of the lot who caused the damage.

## **LANDSCAPE ZONES**

In order to maintain a framework of cohesiveness from which applicants may express their landscape choices, a Lot has been segregated into the following zones:

- ❑ Streetscape Zone
- ❑ Front Yard Zone
- ❑ Side Yard Zones
- ❑ Rear Yard Zone

1. **Landscape Requirements: Streetscape Zone.** The Streetscape Zone stretches from the curb to the front yard property line, and runs the full width of the lot. On corner lots, this zone also extends the full length of the street side yard to the rear property line.

The Streetscape Zone shall be sodded as per specifications in this section. No other landscape material is permitted in Streetscape Zones unless approved by the DRC.

2. **Landscape Requirements: Front Yard Zone.** The Front Yard Zone runs the full width of the lot and is the area between the front plane of the structure and the Streetscape Zone. No items may be placed in the active growing grass/lawn area. Homeowners are encouraged to use discretion in placing decorative pots and planters within the mulched/landscaped areas.
3. **Landscape Requirements: Side Yard Zone.** The Side Yard Zone is from the front to the back of the Structure on both sides over to the respective property lines. No items may be placed in the active growing grass/lawn area. Homeowners are encouraged to use discretion in placing decorative pots and planters in the mulched/landscaped areas. Items may not impede access to utilities (air conditioning unit, electric power, irrigation controls, etc).

The minimum landscaping requirements within the Side Yard Zone shall include:

- ❑ **Interior Lots:** One [1] approved shrub per three (3') linear feet along mechanical equipment to act as a Service Fence. Sides of Structures need not be planted, although it will enhance the view of the residence for neighbors.
- ❑ **Corner Lots:** One [1] approved shrub per three (3') linear feet along the street side only. In addition, for reconstruction, Front Yard Trees may be required in the side yard based on the Landscaping Committee review.

4. **Landscape Requirements: Rear Yard Zone.** The Rear Yard Zone runs the full width of the lot and is the area between the rear plane of the structure and the rear property line. No items may be placed in the active growing grass/lawn area.



- If a pool is constructed, the perimeter of the pool or pool screen enclosure must be buffered with landscaping. The rear wall is exempt from required buffering with landscaping.

## **FRUIT TREES**

**No** fruit tree that bears edible fruit is permitted within the Palma Sola Trace Community. This applies to all grounds within the Palma Sola Trace Master Association and the Neighborhood Associations.

## **GENERAL REQUIREMENTS**

- A. **Design Approach.** The recommended landscape character of yard areas should emphasize a casual or natural environment versus a formal appearance. Palma Sola Trace favors “Florida-friendly landscaping.” The principles of such landscaping include planting “the right plant in the right place,” efficient watering, appropriate fertilization, mulching, responsible management of yard pests, recycling yard waste, reduction of storm water runoff, and waterfront protection. It uses low-maintenance plants and environmentally sustainable practices which provide a beautiful landscape while protecting the future of our community.
- B. **Landscape Quality and Installation.** All plant material to be Florida #1 or better as described within the Florida Grades and Standards 1973, Florida Dept. of Agriculture, Tallahassee, FL and any subsequent revisions hereto. All plant material must be free from disease, insect infestations, defects and injuries. Installations should allow adequate area to promote a healthy growth pattern and to accommodate the mature growth requirement of each plant species. Trees shall be correct in form for their species and have a normal growth habit with well-developed and densely foliated branches. No artificial turf or other artificial plantings are permitted.
- C. **Street and Yard Tree Staking.** All newly planted street trees and yard trees must be staked until stable. The Landscaping Committee along with the appropriate Palma Sola Trace Landscaping Contractor of record (for Single Family Homes, Villas and Condominiums) shall recommend the proper staking system.
- D. **Existing Trees.** Unless otherwise prohibited in conservation areas, existing trees on a lot must be selectively pruned by a certified arborist to remove dead wood and undesirable branches. Clusters of smaller trees and natural areas must be groomed and mulched for a neat appearance or planted with shrubs or ground cover.
- E. **Tree Fences, Wells and Aerators.** Protective tree fences, tree wells, and aerators shall be installed, as required by the DRC, to protect existing trees.

F. **Shrubs, Ground Cover and Mulch.** Each neighborhood maintains its own rules regarding shrub and ground cover plantings and mulch. All shrubs shall be top-dressed with 2 to 3 inches of mulch as designated by the respective neighborhood. The authority for designating the color and type of mulch to be used in each neighborhood rests with:

<b>Neighborhood</b>	<b>Authority</b>
All Common Areas	Masters Association Board of Directors
Single Family Homes	Masters Association Board of Directors
Villas	Villas Home Owners Association Board of Directors
Condominiums	Condominiums Home Owners Association Board of Directors

- a. Gravel, crushed brick or similar materials are not allowed as a substitute for mulch for reconstruction or modifications. Stone and/or rock may be used on a very limited basis subject to DRC approval and/or each Neighborhoods' approval.
- b. The Condominiums Home Owners Association Board of Directors has authority to use extra-large brown river rock in limited, designated areas. These stones must not come into contact with or run alongside any grassy area that requires mowing or trimming.

- Ground covers shall be planted in such a manner to present a finished appearance within three [3] months of planting. Newly planted shrubs must be a minimum of 3 gallons in size and shall be planted such that the gap between them will be closed within the first year of growth.
- The use of linear buffer hedges along property lines in Front Yard Zones is not permitted. Berms, trees and clusters of shrubs may be used to create a sense of separation and definition when appropriate between front yards.
- Linear buffer hedges in side and rear yards must be routinely trimmed not to exceed 72" in height. This includes but is not limited to buffers for air conditioning compressors, pool/spa equipment, water softener and/or conditioning equipment, tanks, utility connections and garbage receptacles from the street.
- Other linear buffer hedge heights for areas such as emergency exits and perimeter wall will be set by each neighborhood within the community.

G. **Landscape Rocks and Edging.** The use of landscape rocks and edging as a design element for reconstruction or modifications is not permitted without the approval of the DRC. Any such materials must be used in moderation and must be shown on plans submitted for Landscaping and DRC Review. Concrete curb edging must not extend into the utility easements in the front, side, or rear yards, or the road rights of way.

H. **Sod.** Unless required to remain natural, all remaining portions of a Lot and the road rights-of-way abutting a Lot shall be sodded. To ensure a consistent turf color and texture throughout the community, only St. Augustine or, in shaded areas, Seville or other St. Augustine varieties, are permitted. After installation, portions of turf areas may not be removed or replaced with

mulch, stone, rock, gravel, crushed brick or similar materials without written approval of the DRC. No artificial turf will be allowed without written approval of the DRC.

- I. **Utility Equipment.** All utility company boxes and transformers are set within road rights-of-way or easements. Grading around these items must ensure positive drainage, and the landscape plan must include shrubs to reduce the visibility of utility equipment.
- J. **Sight Distances at Intersections.** No fence, wall, hedge, or shrub planting shall be placed, permitted or maintained where such improvements would create a traffic or sight problem at intersections for corner lots or at the intersection of streets and driveways or pedestrian trails. No trees shall be permitted unless the foliage line is maintained at a sufficient height to prevent obstruction of sight lines for corner lots and intersections as set forth above.
- K. **Artificial Vegetation and Garden Hoses**
  - 1. **Artificial Vegetation**

No artificial grass, plants or vegetation are permitted on any lot and on the exterior of any structure, other than wreath type front entry door decorations. This restriction does not apply to the lanai of any dwelling or seasonal holiday decorations.
  - 2. **Garden Hoses** shall be kept nearby in a discreet location or in a container designed for hose storage.
- L. **Plant Selection.** Palma Sola Trace favors “Florida-friendly landscaping,” consistent with “the right plant in the right place.” In addition to aesthetics, elements such as health, safety and maintenance are considered in determining the appropriate plant for a particular location. The Landscaping Committee is available to assist the applicant in plant selection. An UN-preferred (Not promoted or Advocated) Plant Listing is available from either the Landscaping Committee or the DRC.
- M. **Decorative Embellishments** – See “Decorative Embellishments” under section on “Ornamentations and Decorative Embellishments, Exterior”

## **CONSERVATION TRACTS**

Conservation Tracts established within Palma Sola Trace may in no way be altered from their natural state without approval from the Master Association, the CDD, the DRC and the requisite governmental or quasi-governmental authorities with jurisdiction over such areas.

## **AERATION SYSTEMS AND TREE WELLS**

When fill is required around trees, aeration systems or tree wells will be installed by Applicants as may be required by the DRC.

## **PROTECTIVE TREE FENCES**

If required by the DRC, protective fences must be installed at the drip line or farther for more mature trees prior to any clearing, site work or construction activities. Protective fencing must be maintained throughout reconstruction and/or modifications and shall conform to a standard design established by the DRC. No equipment, material, fill, trash or toxic substances may be placed within boundaries of protective fencing for trees.

## **TREE MAINTENANCE**

Unless otherwise required to remain in a natural state, all trees will be maintained by the designated landscaping company. As provided in this manual, no trees may be removed from Lots without the written approval of the DRC **and, where applicable, governmental agencies.**

## **MAINTENANCE OF LANDSCAPED LOTS**

Except for conservation areas where special preservation provisions may apply, the Association or Neighborhood Association will:

- ❑ Routinely mow lawns.
- ❑ Edge beds.
- ❑ Prune shrubs and groundcovers.
- ❑ Control weeds, pests, and diseases via spray application of appropriate products.
- ❑ Remove and replace dead trees and plants.
- ❑ Dispose of lawn/yard trash.
- ❑ Apply water and repair irrigation systems.
- ❑ Replace mulch.
- ❑ Undertake other necessary maintenance measures, including fertilization, to sustain the landscape in a neat, orderly, vigorous and healthy condition.

## **MAINTENANCE OF VACANT LOTS**

Following a catastrophic event, Owners are responsible for clearing their lot (where applicable), which may involve:

- ❑ Protection of existing trees
- ❑ Removal of dead trees, leaves, debris and trash.
- ❑ Prevention of soil erosion, except as may be prohibited in conservation areas.

After clearing, Owners or the respective Association or Neighborhood Association will routinely maintain vacant lots. All Lots will be mowed and groomed on a periodic, mandatory basis, as requested by the DRC, until commencement of reconstruction.

**MAINTENANCE OF DRIVEWAYS, RIGHTS-OF-WAY, WATER'S EDGE AND GREENBELT BUFFERS**

For property fronting on any roadway, the portion of driveways and aprons within rights-of-way shall be maintained by the respective Owner or Neighborhood Association. It shall be the responsibility of the association or Neighborhood Association to irrigate and maintain the sod located within the right-of-way between the pavement edge and the Lot boundary.

On Lots fronting on the water's edge or adjacent to a landscape easement within the Properties, the Association or Neighborhood Association shall maintain and irrigate all landscaping between the Lot boundary and such water's edge or wall.

The Owners or Neighborhood Association shall have no right to remove trees, shrubs or similar vegetation from these areas without prior written approval of the DRC or the Neighborhood Association Architectural Committee [as applicable].

## **SECTION 7: REQUIREMENTS FOR CONTRACTORS AND BUILDING TRADES**

### **OVERVIEW**

Standards have been established to foster a positive working relationship among the residents of Palma Sola Trace and the employees of building contractors, trade contractors and suppliers entering or performing work within the community. All Applicants and their building contractors, trade contractors and suppliers are required to comply with these Standards.

### **LICENSES AND INSURANCE**

Reconstruction and modifications to/on existing Lots, Structures or Accessory Structures shall be performed only by licensed and insured building and trade contractors. Prior to commencing work within the community, builders, contractors and trade contractors shall, at their expense, obtain casualty and liability insurance. Depending on the scope of work and potential liability, the types of insurance coverage may include the following:

- ❑ Commercial general liability insurance
- ❑ Workers compensation insurance [if and to the extent required by law]
- ❑ Employer's liability protection
- ❑ Comprehensive automobile liability
- ❑ Builder's risk insurance
- ❑ Hurricane insurance

Proof of insurance shall be made available within a reasonable time-frame to the DRC and/or the Master Association upon request.

### **ENVIRONMENTAL CONTROL DURING CONSTRUCTION**

The ponds, lakes, habitats and conservation areas within Palma Sola Trace are highly valued amenities. Every effort must be made to preserve and protect the environment that contributes to the community's identity as a most desirable place to live.

Environmental fences, silt fences, straw bales and other sediment control methods shall be employed by all service providers prior to and during reconstruction and/or modifications to prevent debris and silt from intruding upon ponds, lakes, conservation areas, roadways, common areas or adjoining properties. Service providers are required to comply with applicable governmental regulations and code requirements regarding run-off. Any mud or silt run-off onto roadways shall be removed promptly.

## **ENVIRONMENTAL STANDARDS**

Applicants are responsible for ensuring compliance with Environmental Standards by all building and trade contractors. Depending on the nature of a violation, Applicants and/or their building and trade contractors may be required to pay costs involved in any violation, to remedy a violation in a timely manner, and/or to pay fines. In instances of extreme and/or persistent violations, building and trade contractors may be required to leave the community, temporarily or permanently. Adherence to these standards shall be enforced by the Homeowner's Association and/or their legal representatives.

## **JOB SITE STANDARDS**

### **Construction Access.**

All construction vehicles [trucks, vans and cars] are required to enter from 75th Street West. Access from 71st Street West is prohibited.

1. **Employees Only.** Only construction personnel, employed by the Applicant's hired contractors, and suppliers are permitted access to construction sites within the Palma Sola Trace Community. No family members or children are allowed.
2. **Community Amenities and Common Areas.** Community amenities and common areas are for the benefit of residents. Construction personnel are not permitted to use community amenities or common areas.
3. **Damage to Improvements.** Applicants assume full responsibility and liability for any reconstruction, maintenance or repair of property or improvements within the Palma Sola Trace Community arising from activities of any builder's employees or building contractors, subcontractors, trade contractors and/or suppliers.
4. **Speed Limits.** For the safety of residents, the speed limit within the community is 25 mph for all vehicles.
5. **Construction Parking.** Under certain circumstances, construction personnel may be required to park in designated areas. When parking is permitted along roadways, only one side of the street may be used. No parking is permitted in permanently landscaped or grassed areas.
6. **Removal of Construction Vehicles.** Construction vehicles [trucks, vans and cars] must be removed from the job sites at the end of day unless otherwise approved by the Board of Directors or the DRC. Vehicles left within the Palma Sola Trace Community are subject to removal at the owner's expense and without prior notice.
7. **Job Site Conditions and Dumpsters.** All job sites shall be kept in a clean and orderly condition. Owners are responsible for removal and placement of trash in dumpsters or "caged" areas on a daily basis in all areas that are open to public view.
  - The dumpster/compactor in the Condominium neighborhood is for the personal use of Condominium residents only. Construction refuse and/or trash is not allowed to be

disposed of in this receptacle under any circumstances. Unauthorized use of the dumpster/compactor may subject the user or responsible Applicant to fees associated with repair and/or unscheduled maintenance of this equipment.

8. **Street Cleaning.** Applicant's contractors will provide street cleaning and removal of construction materials, trash and debris from roadways, easements and swales on a routine basis and/or upon request of the Board of Directors or the DRC.
9. **Pedestrian Paths & Driveways.** Driving across pedestrian paths is not permitted. Residential driveways may not be used for parking or to turn around vehicles.
10. **Storage of Fill & Materials.** No fill or materials may be stored or placed in right-of-ways, in open areas or any other portions of Palma Sola Trace. No spoils or dump sites are available within the community to receive export cuts.
11. **Temporary Electric & Water.** Applicant's contractors are responsible for providing temporary electric and water service for reconstruction or modifications. Building and trade contractors are not permitted to use the services of another Applicant or building and/or trade contractor without permission. The use of electricity or water from other Applicants is strictly prohibited.
12. **Loud Music.** For the benefit of residents and other workers, the playing of loud music is prohibited. Builder and/or Construction personnel who continue to violate this provision, after adequate warning, will be asked to leave the site.
13. **Pets.** Pets of construction personnel are not permitted on job sites and/or inside vehicles parked within the Palma Sola Trace Community.
14. **Signage (contractor).** No contractor or service provider signage is permitted within the Community, except signs authorized by the DRC if requested with the Application. Unapproved signage, located on lots or other portions of the community, will be removed and discarded without notice or obligation to the offending party.
15. **Portable Restrooms.** If a portable restroom is required for an extensive project, the Applicant and/or the contractor shall request approval from the DRC prior to placement of the portable restroom. No such restroom will be placed without Board of Directors or DRC approval.
16. **Construction Trailers.** Construction trailers, sheds or offices will not be permitted within the Palma Sola Trace Community without the prior written approval of the DRC.
17. **Construction Deliveries and Work Hours.** Work hours for deliveries or construction shall be from 7:00 a.m. to 6:00 p.m. Monday to Saturday. No construction deliveries or work is permitted on Sundays or on days when community wide promotional events are scheduled. Any exceptions to construction delivery or work hours must be approved in advance by the Board of Directors or DRC.
18. **Fires.** Applicants and their building and trade contractors are not permitted to burn rubbish or trash on any portion of the property.



19. **Alcoholic Beverages And/Or Illegal Drugs.** No alcoholic beverages and/or illegal drugs may be consumed and/or used by construction personnel within the Palma Sola Trace Community. Failure to comply with this provision will result in ***immediate dismissal and removal from the Community.***
20. **Intentional Damage.** Building and trade contractors will respect the work of other trades. Workers causing intentional damage to materials and/or workmanship of others are subject to ***permanent dismissal*** from the Palma Sola Trace Community.
21. **Security.** The security of construction improvements and materials is the responsibility of each Applicant and their service provider. Construction vehicles are subject to search at any time, and construction personnel are required to cooperate fully with representatives of the contractor, Board of Directors and/ or the DRC.

### **TREE AND NATIVE LANDSCAPE MATERIAL**

1. **Protect From Damage.** The employees of building and trade contractors must protect existing trees and native landscape material during reconstruction and/or modifications and to respect tree fence areas for the protection of root systems from heavy vehicles and equipment.
2. **Penalty for Damage.** In the event existing native landscape material or trees are damaged, the Applicant and/or their service providers may be required to pay a fine and/or to replace such vegetation or trees with comparable materials of such size and number, and in such locations, as the DRC may determine to mitigate the damage.

### **CONCRETE WASHOUT & CONSTRUCTION VEHICLE WASHING**

The washing of concrete trucks and/or other construction vehicles is not permitted within the Palma Sola Trace Community. If street cleaning work is required to restore the appearance of street surfaces in front of a Lot following any concrete work, the cost of any such repairs will be the responsibility of the Applicant and/or their service providers.

## SECTION 8: DEFINITIONS

The words, terms and phrases contained in this section are defined below and shall be interpreted as such throughout the Design Review Manual. Terms not defined herein or within the content of the manual shall have the meaning customarily assigned to them or such as the context may imply.

**Accessory Structure.** A detached structure which is customarily associated with a single-family residential dwelling including, but not limited to, swimming pools; spas; and detached gazebos, pavilions, cabanas and pergolas.

**Architectural Control Committee (ACC).** The Architectural Control Committee is a committee, appointed by the Palma Sola Trace Villas Home Owner Association Board of Directors, responsible for enforcing the Villas Neighborhood Association's Design Guidelines for exterior modifications and/or improvements to any structure and/or accessory structure as proposed by lot owners.

Reference Article V of the Declaration of Covenants, Conditions, Restrictions and Easements of Palma Sola Trace Villas.

**Air-Conditioned Square Footage.** The finished space of a Structure as measured at floor level from the outside of finished perimeter walls and from the center line of demising walls separating air conditioned and non-air conditioned space. Openings in floors are not included in calculations. The area of stair treads and landings proceeding to the floor below is included for the floor from which the stairs descends, not to exceed the area of the opening in the floor. To be included in calculations, finished areas must have a ceiling height of at least 7'-0" except: (a) under beams, ducts and other obstructions where the height may be 6'-4"; (b) under stairs where there is no specified height requirement; or (c) where the ceiling is sloped. If a room's ceiling is sloped, at least one-half of the finished square footage in that room must have a vertical ceiling height of at least 7'-0"; no portion of the finished area that has a height of less than 5'-0" may be included in calculations. Garages and unfinished areas are not included in calculations. Chimneys, windows and other finished areas that protrude beyond the exterior finished surface of the outside walls and do not have a floor on the same level are not included in calculations.

**Applicant.** A legal owner of a Lot who submits an Application to the Design Review Committee.

**Application.** A written form submitted to the DRC requesting approval for exterior changes, modifications, additions or reconstruction to property or structure on any Lot. The DRC will review the Application and render a final decision:

- Approved As Submitted
- Approved With Stipulations
- Disapproved

**Community Development District ("CDD").** The Palma Sola Trace Community Development District, which is a special purpose government created under Chapter 190, Florida Statutes, and which may acquire, fund, construct, operate and maintain certain infrastructure and community services within or outside the Palma Sola Trace Community.

**Construction Starting Date.** Once an Application for reconstruction and/or modifications has been approved by the DRC, the starting date will be the “Approved As Submitted” or “Approved With Stipulations” date on the Application.

**Construction Completion Date.** The date a Structure is complete, including installation of all landscaping, as evidenced by the Applicant’s acceptance of the work performed and the issuing of any certificates of occupancy, if required. The reconstruction and/or modifications shall not exceed the following elapsed time periods:

- ❑ Reconstruction: 12 months maximum
- ❑ Modifications: 9 months maximum

**Construction Site Standards.** The standards pertaining to construction site activity and operations as provided in the Design Review Manual.

**Corner Lot.** Any Lot which abuts two roadways.

**Decorative Embellishment** is defined as any item to be placed on a lot that does not naturally occur in nature.

**Declaration.** The Declaration of Covenants, Conditions, Restrictions and Easements for Palma Sola Trace, recorded in Official Record Book 2052, Page 278, public records of Manatee County, Florida, as amended and supplemented from time to time.

**Design Documents.** Site plans, architectural or design drawings, specifications, lot grading plans, surveys, engineering details, landscaping plans, color and material samples, and any other documents, drawings, photographs or literature accompanying an Application which illustrates, describes, or otherwise interprets the plan of reconstruction, change and/or modification for any Lot or Structure located thereon.

**Design Review Committee.** The committee established by the Board of Directors to oversee architectural standards.

**Design Review Committee Administrator.** With the approval of the Board of Directors, the DRC may appoint a DRC Administrator for projects involving major reconstruction of damaged homes and/or extremely large modifications to existing homes.

**Design Review Manual [“Manual”].** The manual which sets forth policies and procedures of the Design Review Committee and establishes standards, guidelines and provisions for reconstruction and/or modifications to existing Structures and/or Lots.

**Design Standards.** Architectural and landscaping standards for the Palma Sola Trace Community as contained in the Design Review Manual.

**Emergency Condition.** That time period beginning with a hurricane warning, leading to an actual hurricane impact, resulting in AC power outages caused by damage to utility power lines and/or related power distribution equipment.

**Emergency AC Power Supply Unit.** An emergency power supply unit is a device used to supply AC electrical power when the normal utility power supply is interrupted. There are several types of AC emergency power units, depending on the number of household appliances to be powered. The most common units are engine-generator sets powered by a fuel source. Units are available in portable devices or permanently installed “stand-by” systems.

**Environmental Standards.** Standards pertaining to protection of the environment as contained in the Design Review Manual.

**Front Yard Zones.** The portion of a Lot between the front plane of a Structure and the Streetscape Zone and running the full width of a Lot.

**Interior Lot.** A Lot other than a Corner Lot and situated between two other Lots.

**Lot.** Any platted lot within the community which has been conveyed to an Owner and which contains a single-family detached dwelling or half of an attached dwelling. A Lot shall also mean and refer to a platted parcel within the community on which is constructed a multi-unit condominium building.

**Master Association.** The Palma Sola Trace Master Association, Inc., a Florida not-for-profit corporation, its successors or assigns, and as further defined in the Declaration of Covenants, Conditions, Restrictions and Easements for Palma Sola Trace.

**Maximum Buildable Area.** The portion of a Lot within the building setbacks and upon which the Structure and any Accessory Structures are and/or may be constructed, subject to provisions contained in the Design Review Manual.

**Modification, Modifications.** Any exterior changes requested to a Structure, Accessory Structure and/or Lot.

**Neighborhood.** A portion of the property with similar interests, such as a common name, entry feature, lot size, product type or architectural theme as shown on the site plan for Palma Sola Trace.

**Neighborhood Association.** Any homeowners or condominium association formed within a particular neighborhood to govern the business affairs and any property within that neighborhood.

**Owner.** The record title holder, whether one (1) or more persons or entities, of the fee simple title to any Lot situated within or upon the Properties.

**Palma Sola Trace.** The master-planned community developed on the Property pursuant to the approvals granted by the City of Bradenton, Florida.

**Property or Properties.** The real property as legally described and defined in the Declaration of Covenants, Conditions, Restrictions and Easements for Palma Sola Trace.

**Rear Yard Zones.** The portion of a Lot between the rear plane of a Structure and the rear property line and running the full width of a Lot.

**Reconstruction.** The process of returning a damaged Structure or Accessory Structure to its original “as built” condition.

**Replacement Item.** Any new exterior item for a Structure, Accessory Structure or Lot intended to fulfill an express purpose or application as part of the original design or installation and is identical to the original item in form, fit, style, color and function.

**Side Yard Zones.** The portion of a Lot from the front to the back of a Structure on both sides over to the respective property lines.

**Streetscape Zone.** A portion of the right-of-way adjoining a Lot and running from the curb to the front yard property line across the full width of a Lot. On Corner Lots, the Streetscape Zone also extends the full length of the street side yard to the rear property line.

**Structure.** A residential dwelling, condominium unit on a Lot, or any building within which a condominium unit is located, and shall include any attached structures such as a portico, garage, and porch.

**Substitute Item.** Any new exterior item for a Structure, Accessory Structure or Lot intended to fulfill an express purpose or application as part of the original design or installation, and for which the exact equivalent original item is no longer available. As they are defined and approved, substitute items will be listed and illustrated in Section 9: Addendum.

**Surface Water Management System.** The portion of the properties within Palma Sola Trace, including improvements thereon, which are designed and constructed or implemented to control water and as further defined in the Declaration of Covenants, Conditions, Restrictions and Easements for Palma Sola Trace.

**Variance** shall mean and refer to an exception to the standards contained in the Design Review Manual as may be granted by the Design Review Committee.

**Water Softeners And/Or Conditioning Systems.** Water softeners and water conditioners are interchangeable terms. They are devices added/attached/appended to the dwelling’s potable water supply designed to remove dissolved minerals and/or filter other undesirable particles from city-supplied water.

