



Design Review Guidelines

1. STRUCTURE

- A. Purpose of Guidelines:** The Design Guidelines for Verandah ("Design Guidelines") provide an overall framework and comprehensive set of standards for the maintenance of the community in an orderly, structured and cohesive manner. These standards have been developed to provide direction for the planning, designing, constructing, landscaping, and modifying of all residences, buildings, and structures within Verandah. The standards set forth criteria for design, style, materials, colors and location of site improvements, landscaping, signage, lighting and other structures. In addition, the Design Guidelines establish a process for review of all proposed construction and modifications to residences/buildings/structures to ensure that all sites within Verandah are developed with a high level of consistency and quality.
- B. Governmental Permits:** To the extent that the State of Florida, Lee County or any other government ordinance, building code, or regulation requires a more restrictive standard than the standards set forth in these Design Guidelines or the Declaration of Covenants, Conditions, and Restrictions for Verandah (the "Declaration"), the government standards shall prevail. To the extent that any government standard is less restrictive, the Declaration and the Design Guidelines (in that order) shall prevail.
- C. Design Review Committee (DRC).** The DRC has jurisdiction over the implementation of the Design Guidelines as delegated to it by the Verandah Community Association Board of Directors (the "VCA Board"). The DRC is appointed by the VCA Board and has jurisdiction over all matters relating to construction, architecture and landscaping, and modifications of the properties. Members of the DRC are appointed by the VCA Board.
- The governing documents of a Neighborhood Association may provide for additional architectural or design review to be provided by or performed by a builder or Neighborhood Association.
- However, such a review shall not substitute or replace the obligation to have all construction and modifications reviewed by the DRC.
- The entity having jurisdiction over design review matters shall be the DRC or "Reviewer," as provided in this document.
- Review Fees. Presently, there are only fees associated with Construction
- D. Review Fees.** Presently, there are only fees associated with Construction Projects. A construction project is a modification to a home which is beyond a repair. A repair is restoring the structure back to its original condition. For these projects, there is a \$1,000 refundable deposit due with the Design Review Application, and a \$500.00 reviewer fee (non-refundable).

As long as the owner (hereafter collectively referred to as "Applicant") submits a Design Review Form. Following inspection of the completed project the homeowner may request a deposit return.

E. Assumption of Liability. Homeowners that are conducting external and/or internal home/lot modifications, regardless of whether or not the modification requires a design review application, are responsible for any damage from their contractors which may occur to common areas of the community.

2. DESIGN REVIEW PROCEDURES

Every home in Verandah must be approved through an initial design review process.

A. Review of Modifications: Subsequent modifications to existing dwellings (occurring after issuance of a Certificate of Occupancy or Certificate of Completion) shall require the submission of a Design Modification Form (the "DMF") to the Reviewer. Depending on the scope of the modification, the Reviewer may require the submission of additional plans and specifications. Modifications, once approved, must be scheduled and completed within the timeframes discussed herein. Failure to receive approval for a DMF before commencing work may result in a fine of up to \$200.00 per occurrence. An appropriately completed DMF must be received by noon on Friday prior to the Design Review Committee meeting (calendar on VCA website) in order to be reviewed in the next meeting.

B. Review Criteria: While the Guidelines are intended to provide a framework for construction and modifications, they are not all-inclusive. In the review process, the Reviewer may consider the quality of workmanship and design, harmony of external design with existing structures, and location in relation to surrounding structures, topography, and finish grade elevation, among other things. Reviewer decisions may be influenced by purely aesthetic considerations.

C. Review Period: A written response shall be made to each completed DRF within 14 days of submission of all materials required by the Reviewer. The decision shall be rendered in one of the following forms:

- "Approved" - The entire DRF as submitted is stamped approved.
- "Approved With Conditions" - The DRF is not approved as submitted but

approved with the Reviewer's suggestions for curing objectionable features or elements note. The applicant must correct the plan's objectionable features or elements, and the Applicant may be required to resubmit in order to receive approval prior to commencing the modification.

- "Disapproved"- The Application as submitted is rejected. The Reviewer must provide reason(s) for disapproval.

D. Variances: Variances may be granted in some circumstances including, but not limited to, odd-shaped lots or parcels, topography, natural obstructions, hardship, or environmental considerations. All variance requests must be submitted in writing. The applicant must state the reason for the request and propose mitigation of the variance. The DRC shall have the power to grant a variance from strict compliance in such circumstances, so long as the variance does not result in a violation of the Declaration or governmental regulations. No variance shall be effective unless in writing and signed by a representative of the DRC.

NOTE: The review and approval of plans and specifications shall not be a substitute for compliance with the permitting and approval requirements of Lee County or other governmental authorities. It is the responsibility of the homeowner to obtain all necessary permits and approvals.

E. Implementation of Approved Plans: All work must conform to approved plans. If it is determined that work completed or in progress on any site/parcel is not in compliance with these Design Guidelines or any approval issued by the DRC, the DRC shall notify the applicant in writing of such noncompliance, specifying in reasonable detail the particulars of noncompliance, and shall require the remedy of the same. If there is a failure to remedy such noncompliance or failure to commence a plan toward achieving compliance within the time period stated in the notice, then such noncompliance shall be in violation of these Design Guidelines.

F. Time to Complete: If no maximum time period is specified in the approval or any other agreement, the modification shall be completed within one year of the approval. The applicant may request an extension of such maximum time period not less than three days prior to the expiration of the maximum time period, which the DRC may approve or disapprove, in its sole discretion.

If any approved modification is not completed within the period set forth in the approval, within one year, or within any extension period approved by the DRC, the approval shall be deemed withdrawn, and any incomplete modification shall be deemed to be in violation of these Design Guidelines.

G. Changes After Approval: All proposed exterior modifications to structures, including changes that affect the exterior of any building, colors, windows,

doors, grading, paving, utilities, landscaping, or signage, made after the final approval of plans must be submitted to and approved in writing by the DRC prior to implementation. Close cooperation and coordination between the applicant and the DRC will ensure that changes are approved in a timely manner. If Lee County or any other authority having jurisdiction requires that changes be made to final modification plans previously approved by the DRC, the applicant must notify the DRC of such changes.

H. Enforcement: A Reviewer will conduct periodic field reviews to ensure compliance with approved plans, Design Guidelines, Declarations and general construction site requirements. In the event of any violation of these Guidelines, the DRC and/or VCA BOD may take any action set forth in the Declaration and By-Laws of Verandah, including the recording of a notice of violation in the County records or seeking injunctive relief requiring the removal of improvements that are not in compliance with approved plans and these Design Guidelines. The VCA BOD shall be entitled to recover all costs incurred in enforcing compliance including administrative cost, and/or impose a fine against the residence upon which such violation exists.

3. DESIGN STANDARDS

The exteriors of all buildings must be designed to be compatible with the natural site features and landscaping of the residence/building and to be in harmony with their surroundings. The landforms, the natural contours, local climate, vegetation, and views should dictate the building location, the building form, and the architectural style. The Reviewer may disapprove plans if in its judgment the massing, architectural style, roofline, exterior materials, colors or other features of the building do not meet these standards. No factory-built modular or mobile home-type units shall be permitted. The following specific site criteria shall apply to all proposed or existing residential modifications within Verandah unless a variance, previously discussed, is granted by the Reviewer.

A. Exterior Wall Treatments: The following are acceptable exterior wall treatments for vertical and horizontal surfaces:

- Painted stucco in approved colors.
- Wood or "green friendly" material (such as HardiPlank) composite horizontal siding as accents. Premium grade Dutch lap vinyl may be approved. Aluminum siding is prohibited.
- Cast stone, stone or brick veneer as accents.
- Anodized or paint finishes are required on all metal surfaces including windows, flashing, drips, and caps, in colors matching the approved trim

colors.

- Fascias must be a minimum of 9-1/2" wide cedar, painted to match the approved trim color. Fascia materials comparable to cedar may be approved by the DRC.
- Soffits must be of wood, stucco or premium grade vinyl. Aluminum soffits are permitted in those homes originally constructed with such.
- Synthetic/foam products used on the exterior of buildings shall be installed to meet industry standards to ensure quality construction.

B. Roofing: Roof pitches and overhangs shall be designed for compatibility with adjacent roof profiles in front, side, and rear elevation, and may vary as dictated by architectural design. A main body minimum roof pitch of 5 in 12 slope is required; however, accent roofs (i.e.: porches, dormers, etc.) may be 4 in 12 slope, but must be consistent with historical reference. A minimum overhang of 16 inches is required. Asphalt or fiberglass shingle roofs are prohibited. Roof materials which are acceptable are natural slate, clay or concrete tile in a barrel or flat profile. A "S" profile is preferred for certain architectural themes. Alternate roofing materials may be considered by the Reviewer. Roof colors shall be in natural earth tones. Pure white (or primarily white tiles) solid orange, solid red, blue or any bright colors are prohibited. DRC/Reviewer approval is required for re-roofs and roofing modifications.

C. Solar Panels: Reviewer approval is required for the installation of solar energy equipment. Additional landscape buffering may be required in order to soften the appearance of solar accessory equipment. Solar panels shall be located on the rear or side roof of a home whenever possible. All piping for solar panels on roof must be black in color. On the side of homes, white piping must be used if the pipe color cannot be matched to the approved home or trim color.

D. Windows Doors and Trim: Windows should be clear glass or a tinted glass of bronze, gray, green, or smoke colors. Screen enclosures shall be bronze or charcoal. The DRC must approve security treatments for doors and windows; however, no 'burglar bars, steel or wrought iron bars, or similar fixtures shall be installed on the exterior of any windows or doors of any dwelling.

E. Storm Shutters: Reviewer approval is required for exterior shutters.

- All storm shutters must be of the same design, materials and color and style, and installed to a custom fit.
- The color of the storm shutters must be consistent and compatible with the architecture and color of the house.
- Shutters must blend into the window details or into the window covering requirements such that a patchwork or "checkerboard" look does not occur.
- No mill finish aluminum will be allowed.

- Shutters' appearance can and should be softened with landscaping to the extent possible.

F. Screen Doors: Reviewer approval is required for a front screen door. Screening is not allowed at the garage doors and approval is required for all other screen door applications, except retractable. The material and color of any screen frame must match the existing doors of the house.

G. Accessory Buildings: Owners shall secure Reviewer approval prior to construction of any accessory building. Accessory buildings shall meet the following criteria:

- An accessory building must be of the same color, material and architectural style as the main residence or of color, material and style that
- is generally recognized as complementary to that of the main residence. An accessory building's roofing materials shall match those of the main residence.
- Any utilities that service accessory buildings shall be installed underground.
- Accessory buildings generally shall be located in the rear one-third of the yard as long as they do not front onto a street, shall not unreasonably obstruct any neighboring neighbor's views of the golf course or open areas, and must be landscaped.
- Free standing metal or plastic utility sheds or storage units are not permitted.
- Tree houses are not permitted.

H. Additions and Expansions: DRC approval is required for any addition to or expansion of any structure on a homeowner's parcel. Materials and colors shall match the existing residence.

I. Air Conditioning Equipment: DRC approval is required for the initial installation of air conditioners or mini splits. No window air conditioning units are allowed. All air conditioning equipment must be screened by using a partial block wall and/or landscaping.

J. Awnings and Overhangs: The installation of awnings or overhangs requires DRC approval. The awning or overhang color(s) must be the same as or generally recognized as complementary to the exterior of the residence. Metal awnings are prohibited.

K. Birdbaths, Birdhouses, and Birdfeeders: DRC approval is not required for the rear yard installation of a birdhouse, or a bird feeder that is less than one foot wide by one and a half feet tall, or a birdbath that is three feet tall or less,

including any pedestal. Placement in any front or side yard is not allowed. Placement of these items must be such that they are not visible from all neighboring properties, the street or the golf course.

L. Clotheslines: Outside clothes lines are prohibited unless installed on a portion of an Owner's property which is fully screened by landscaping from view from the street and neighboring properties.

M. Decks and Balconies: Owners shall secure DRC approval before installing decks or balconies. Decks and balconies must be constructed of wood or other material similar to that of the residence and, if painted, must be painted a color consistent with the residence. Decks and balconies must be installed as an integral part of the residence or patio area. Any such decks or balconies must be located so as not to obstruct diminish the view of neighboring property owners.

N. Hardscape Paths:

- Hardscape Paths will be considered on a case-by-case basis.
- Homeowners shall secure DRC approval prior to installing hardscape paths.
- Hardscape Paths shall not exceed 18" in width and walking surface shall consist of pavers, or steppingstones only.
- No stones, sand, gravel, shells or edging of any kind is allowed.

O. Exterior Lighting: DRC approval is required for exterior lighting.

- Exterior lighting shall be directed toward the house and be of low wattage (limited to 2,000 lumens) to minimize glare sources to neighbors and other homeowners.
- Lighting for walkways generally must be directed toward the ground. Lighting fixtures shall be dark colored. Low voltage (12 volts) lighting is preferable for safety reasons.
- Any deviation from the aforementioned guidelines or use of high-wattage spotlights, flood lights, or ballasted fixtures (sodium, mercury, multi-vapor, fluorescent, metal halide, etc.) requires DRC approval. The DRC may take into consideration the visibility and style of the fixture and its location on the home.
- Light fixtures must complement the architectural style of Verandah and the specific home and landscaping.
- Lighting of walls can be achieved by use of eave or ground recessed fixtures. Landscape lighting should be concealed where possible by ground recessing or installation in shrub beds.
- Colored lights are prohibited, except as temporary holiday decorations.

- Post-mounted lighting will be considered on an individual basis. Spillover of light onto neighboring property must be avoided.
- Colored lights on the inside or outside of the cage area are prohibited.
- Edison, string lights or rope type lights are to be contained within the covered interior area of the back porch area only.
- Bulb wattage and bulb color in light fixtures flanking garage doors or entryways must be identical. Colors are limited to clear or white.
- String or rope type lighting is not allowed on trees or shrubs unless during December holidays.

P. Flagpoles: Yard-mounted flagpoles must be submitted to the DRC for approval. Owners may mount fabric American flags, not to exceed 4-1/2' x 6', to their house or garage without the approval of the DRC.

[Link to Florida Statute on Flag Poles](#)

Q. Fountains: DRC approval is required for all fountains. Fountains in the rear yard must be screened behind a privacy wall or landscaping. Fountains are not permitted as a focal point of the driveway.

R. Hot Tubs and Saunas: Approval is required for the installation of any hot tub, Jacuzzi, sauna, or spa. Any hot tub, Jacuzzi, sauna or spa shall be an integral part of the deck or patio area. A hot tub, Jacuzzi, sauna or spa shall be installed in such a way that it is not immediately visible to neighboring property owners or golf course. All mechanical equipment necessary for the operation of any Jacuzzi, hot tub or sauna or spa shall be screened from the street and neighboring units by a fence, wall, or landscaping; such screening to be in accordance with these Design Guidelines and approved by the Reviewer.

Applications for hot tubs, Jacuzzis, saunas and spas shall be accompanied by a screen, fence or landscaping plan and a plat of the property with the improvements indicated thereon.

S. Trellises: Trellises are subject to approval. Trellises will not be approved on front or side yard. They may be located in the rear yard if screened from view from neighboring properties, open spaces, and the golf course. Wire and knob type trellises may be used to frame a front entry or garage area.

T. Ornaments, Statues, Benches and Planters:

- Prior to installation, ornaments, statues and outdoor sculpture or benches

must be submitted to DRC for approval. These are prohibited from the front and side yards including mulched, paved and/or grassed areas or hanging from trees, light fixtures, planters, mailboxes or window boxes.

- Ornaments or any of the above may be installed in the rear yard area but must be behind a privacy wall and/or landscaping and not visible from adjacent properties, open spaces or the golf course.
- A maximum of three planters will be allowed in the front driveway area neighboring to the structure. Planters may not be placed in front of the garage doors.
- Planters must not display writings, logos etc.
- Planters in the shape of animals, inanimate objects, etc. are not allowed.
- Plastic landscape pots are not allowed.
- Planters must not be empty and must contain plant material only; no ornaments, decorative flags, plaques, or trellises.
- Landscape boulders will be considered on a case-by-case basis. The DRC may limit the size and number allowed, based on proportion to the lot size.
- Hoses and hose reels must be stored on the side of the home and not visible from the street.

U. Pools: Approval is required for the construction or installation of pools. Pools must be located in the rear yard and must be an integral part of the residence unless associated with a courtyard home, in which case the pool is to be located in the courtyard or cage and screened by walls. Landscaping shall be installed around the foundation of the pool or wall. It must be a minimum of 18" tall and must be an integral part of the overall landscape plan. All mechanical equipment necessary for the operation of any pool must be in the rear or side yard and shall be screened from the street and neighboring residences/buildings and the golf course by a wall and/or landscaping such screening to be in accordance with these Guidelines and approved by the Reviewer. Above-ground pools are prohibited.

V. Recreational Equipment: Recreational equipment shall not be installed in the front yard of residences/buildings or attached to houses or garages. Recreational equipment in side or rear yards must be approved by the DRC. Said review shall be based upon, but not limited to, the following considerations: proximity of equipment to property lines and proximity of equipment to neighbor's living areas, golf course and common areas. A landscape buffer may be required. Playhouses, dog houses, greenhouses or play equipment are not considered accessory buildings and are not allowed.

W. Screen Enclosure and Patios: Approval is required for the construction of patio covers, open patios and screen patios. Open patios must be an integral part of the landscape plan. The patio color must be similar to or generally

accepted as a color complementary to the design and color of the residence

Enclosed patios shall be constructed of materials that are similar to or generally accepted as complementary to those of the residence. Framing shall be bronze, and screens shall be bronze or charcoal.. All screen enclosures must be designed to complement the roofline of the principal structure.

X. Exterior Utility Equipment: Generators, water softeners, mini-splits, pool heaters and filters, wall mounted solar panels etc. require DRC approval prior to initial installation. All are required to be screened from the street, neighboring properties and the golf course by a screening wall, landscaping or both. The DMF submitted prior to installation, should include a drawing of the location and landscape or wall plan

Y. Outdoor Kitchens: Plans for all new outdoor kitchens must be submitted to DRC. The DMF (Design Modification Form) should include a diagram of the layout and all included equipment and finishes.

Z. Exterior Front Porch Furniture: No Interior type of furniture shall be placed on the front porch area of the house, driveway, lawn, mulched or landscaped area. Outdoor specific furniture is to be used and must be maintained in good condition. Any and all furniture should be on the interior front porch covered area only. No furniture is to be placed on the sides or the rear of the home or behind the caged pool area. No bicycles, scooters, baby strollers, play equipment, exercise equipment, or motorized vehicles shall be kept on the front porch.

AA. Miscellaneous: Decorative items are allowed within the interior covered area of the front porch only. Window boxes – either inside the covered front porch area or under the side entry garage windows facing the street only are allowed. They must be of a material, color and style that complements the style of the home and surrounding homes. Plastic boxes and/or plants are not permitted.

4. Landscaping and Site Design Standards

The advice of a licensed landscape architect is strongly recommended when preparing a new landscape plan. The actual level of landscaping and cost depends on the amount of existing plants saved. A site plan showing the house location, tree location, and type of plants to be placed on property must be submitted;

Views from the roadways and walkways toward a landscaped area should complement the appearance of the existing natural vegetation. All front, side, rear building, and lanai cage setback areas must be landscaped and must include primarily native and Florida Friendly plants. A minimum of 1 shade (canopy or hardwood) tree (14' minimum in height) or the equivalent with other types of trees are required to be planted in the front yard on each homesite. A minimum of 50% native plants must be used in the landscape design and the remainder from the VCA Approved Florida Friendly Resident Plant List. Existing landscape is considered for these requirements. Change out of plants on the approved list does not require approval.

- A. Golf Course - Landscape Separation:** Each homesite may provide for a continuous landscape strip that includes trees, low shrubs and ground cover plant material along the golf course to separate the grass used on the course from the Floratam grass used on the homesite.

- B. Plant Materials:** A list of approved plant materials that may be used within Verandah is shown in the VCA Approved Florida Friendly Resident Plant List. This list may be revised or updated from time to time. No stone, gravel, or paving materials shall be used or substituted for lawns.

- C. Other Landscape Materials**
 - 1. Mulch Materials:
 - Dark brown shredded pine bark or dark brown wood chips
 - Pine straw (or pine straw over wood chips)
 - Shredded melaleuca (Florimulch)
 - Stones may not be used as mulch

2. Edging: Edging requests must be approved by the Design Review Committee.

Concrete poured landscaping edging is only allowed on lots over 70 feet wide.

- Poured concrete edging is the only acceptable form of edging.
- No borders may be installed around individual front yard trees.
- A sample or photo of the curbing/edging shall accompany the ARC request.
- The edging must be a muted dark brown color and not more than 2" exposed above the ground.
- Edging will be allowed around mulched areas along the perimeter of the house and may be installed around an island which measures a minimum of 150 square feet.
- A minimum of ten (10) feet shall be maintained between any landscape borders.
- Edging shall not be installed around lamp posts, along driveways, on side or rear property lines or within the grassy area between the street and sidewalk.
- A seven-foot clearance between elements is required for mower access.

D. Hardscape Edging Along Driveways and Sidewalks: Stones of a neutral, natural color may be used as edging with the following guidelines:

- Width of no more than 8".
- Only in areas where the edging will abut a paved surface such as driveways or walkways.
- No stone edging is permitted along or around grassed areas.

E. Fences and Gates: All fences and gates must be approved. Fences may be used to enclose swimming pools and spas. Other fences will require review and approval. Fences and gates shall be open rail in style, and bronze or charcoal in color, and conform to the architectural style of the home and must be approved by the Reviewer prior to construction. Placement and heights of fences and gates must meet all codes and regulations. Additional landscape planting will be required to visually screen the proposed fencing.

If the homeowners parcel is under a common maintenance agreement with a landscaping company, a written notice must be provided by the landscape company that the installation of the fence will not require any increase in fees to the community.

F. Privacy and Screen Walls: Privacy walls shall be limited to providing privacy to a specific interior room or exterior space and must be shown on the site plan. The maximum height of screen walls may be limited to six feet.

Service area walls must be located and designed to screen trash containers and

other equipment from view while keeping with the architectural style of the building and meeting all building codes.

G. Driveways: Pavers are the only permitted material for driveways. Requests for widening will be considered on a case-by-case basis and must follow these guidelines:

- The maximum width allowed for widening will be the width of the existing apron.
- In the absence of an apron, the maximum allowed widening will be two feet per side
- Prior to submitting a DMF for driveway widening, it is up to the homeowner to ensure that it follows all applicable regulations for setbacks, laws and utility regulations, both public and private.
- A plot plan or professional rendering must be included, showing the current driveway and the proposed widening.
- Landscaping between the driveway and the home must be maintained or created.
- Pavers must match the existing pavers
- Pavers for new driveway must match walkways and front porch
- New pavers must follow the same guidelines as roofing with respect to color choices,

Homes with side entry garages requesting a turnaround area, widening will be considered on a case-by-case basis and must follow the same guidelines as above for driveways.

H. Fishponds and Water Features: Approval is required for all fishponds and water features. Fishponds will be reviewed individually but must not be visible from the front roadway. Fishponds must be located in the back of property only. Homeowners should be aware that in most instances, unless the ponds are viable ecosystems, additional maintenance is required, at homeowners expense.

Verandah Color Selection: Verandah has an approved Exterior Paint Palette Book that outlines preapproved colors for the main body, fascia, trim and accents for homes in Verandah. It should be noted that accents include garage doors, which may be painted the same color as the accent colors.

[Verandah Approved Exterior Paint Palette](#)

- The page number from the paint palette book must be supplied on the DMF and clearly state the selections for body/garage, trim and shutters (if present)
- All selections must be chosen from one page, a single design motif.
- Exposed flashing, gutters and downspouts must be painted to match the

fascia or trim or the structure of body color.

- Review criteria may include, but not be limited to, the sheen of the paint, the architectural style, and existing stone or brick accents, roof color, and neighboring property colors.
- Owners may repaint or touch-up with the original color of the home without DRC approval.

Appendix 1 – Design Modification Form

[VCA Exterior Modification Form](#)

Links to Sources

[Verandah Florida Friendly Plant List](#)

[Verandah Approved Exterior Paint Palette](#)

[Signage Guidelines](#)

[Mailbox Specifications](#)