

**THE VILLAGES AT CYPRESS CREEK  
DESIGN GUIDELINES**

**RESIDENTIAL  
Revised 2-15-2017**

Section I : GENERAL

1.1 PURPOSE

These Design Guidelines have been prepared to assist architects, builders, engineers, and Owners in design and construction of dwelling units and construction of additions or alterations in The Villages at Cypress Creek. The purpose of these Guidelines and the Design Review Committee is as follows:

- A. To promote and attain the highest quality of development in design, materials and construction;
- B. To insure compatibility and harmony with the land, the Golf Course, adjacent properties, and with the purpose and intent of the Declaration of Covenants, Conditions, and Restrictions for The Villages at Cypress Creek.

These Design Guidelines shall form the basis and criteria for evaluation of plans and specifications submitted for review and approval to the Design Review Committee (DRC). These Guidelines are not established to prevent imaginative or creative design, by to ensure that residences constructed by an Owner or Builder/Contractor will not be damaged or devalued by the incompatible design of a neighbor. The Design Review Committee shall endeavor to ensure compatibility and harmony of exterior colors, materials and general design quality, and to promote sensitivity of proposed improvements to natural features of the land, the Golf Course and to neighboring structures and improvements. The Guidelines are intended to serve for the life of the project and accordingly may be amended by the Design Review Committee from time to time.

1.2 Right of Waiver

The Design Review Committee reserves the right to waive or vary any of the procedures or standards set forth herein at its discretion, for good cause shown.

1.3 NONLIABILITY

The Design Review Committee, the Association, or their respective successors or assigns, shall not be liable in damages to anyone submitting plans to them for approval, or to any Owner by reason of mistake in judgement, negligence or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve any plans and specifications. Every Owner or other person who submits plans to the Design Review Committee agrees, by submission of such plans and specifications, that will not bring any action or suit against the Design Review Committee, MSP Investment Co. (The "Declarant") or the Association to recover damages. Approval by the Design Review Committee shall not be deemed to constitute compliance with the requirements of any local building codes and it shall be the responsibility of the Owner or other person submitting the plans to the Design Committee to comply therewith.

1.4 PERFORMANCE REQUIREMENTS

A time table for submittal and approval of Final Plans as well as for construction commencement and completion has been developed. Unless otherwise approved by the DRC, performance requirements shall be as follows:

- A. Approval of Final Plans and commencement of construction must take place within 24 months after the Site has been conveyed from the Declarant to the buyer.

- B. Building construction must be complete within 18 months after commencement.
- C. Landscape improvements shall be constructed in a timely fashion, but in any event shall be completed within 60 days of substantial completion of building construction. Phasing of a landscape master plan may be approved by the DRC.

#### 1.5 ENFORCEMENT

Failure to conform to these Guidelines or obtain necessary approvals from the Design Review Committee will constitute a violation of the Declaration of Covenants, Conditions, and Restrictions for The Villages of Cypress Creek (the "Declaration") and shall require modification or removal at the expense of the Owner. If the violation is not corrected within the time frame specified by the DRC, the DRC or the Association may levy appropriate fines and/or, after a hearing procedure, take action to correct the violation, the cost of which would be assessed to the Owner. Fines or assessments not paid by the Owner will result in a lien filed on the property and possible foreclosure on the lien.

#### 1.6 MAINTENANCE

- A. All Owners of Lots, Privately Owned Sites and Improvements within The Villages at Cypress Creek shall maintain all buildings, drives, parking lots or other structures located upon such property in good and sufficient repair and shall keep such premises property painted, windows glazed and otherwise maintain the property in an aesthetically pleasing manner.
- B. Grounds and landscaped areas shall be maintained in a safe, clean and neat condition free from rubbish, weeds and pests. Landscape plantings shall be kept in good and healthy condition. Roads and pavements shall be kept clean and in good repair. Drainage ways shall be kept clean and free from obstacles.
- C. Poor maintenance resulting in unsightly or potentially hazardous conditions shall constitute a nuisance as referenced in the Declaration. The DRC, in its sole discretion, may utilize all remedies as empowered by the Declaration to enforce proper maintenance of private improvements.

#### 1.7 DRC SUBMITTAL AND REVIEW PROCEDURE

No Improvement shall be constructed, erected, placed, altered, maintained, or permitted on any Site until plans and specifications have received final approval in writing by the DRC. All plans and specification shall be submitted in a manner and form satisfactory to the DRC in accordance with the Declaration and the submittal and review procedures outlined below.

Plan submittal, review and approvals shall be required for new construction, additions, exterior remodeling, re-siding or repainting with new colors or materials, for installations of walls, patios, pools, and mechanical equipment such as antennas or satellite receivers and the like. In general, any improvement or addition visible on the outside of the structure shall require approval of the DRC.

##### A. Pre-Design Conference

Prior to submitting preliminary plans, the Applicant shall meet with the DRC, along with the applicant's architect, and other consultants to review and clarify these Design Guidelines, the characteristics of the particular Site, and the technical issues relating to review procedures.

##### B. Schematic Design Review

Preliminary plans shall include the information outlined below and shall be submitted to the DRC at least 10 working days prior to the DRC meeting.

1. Application/Project Summary Form.
2. Boundary survey of the site, including topography at one foot (1') contour Intervals.
3. Site Development Plan indicating :
  - a. location of any existing buildings or improvements;
  - b. preliminary grading and drainage plan;
  - c. building location and setbacks, including dimensions;
  - d. driveway and parking layout, number of parking spaces, setbacks and sizes;
  - e. easement location;
  - f. pedestrian walks and/or paths.
4. Massing Model (optional).
5. Floor Plans.
6. Elevations
7. Building sections.
8. Utility Plan.
9. Conceptual Landscape Plan (see Landscape Guidelines).
10. Any additional information requested by the DRC at the pre-design conference.

The DRC shall review and respond to the applicant in writing within 30 days from the date that all of the above information is received.

#### C. Design Development Review

The final plans shall include the information below in addition to any revisions of the drawings submitted during the Schematic Design phase. Design Development Plans shall be submitted to the DRC ten working days prior to the DRC meeting.

1. Applicant/Project Summary Form.
2. Samples of exterior building materials and colors.
3. Final specifications and location of any exterior lighting.
4. Final landscape plan.
5. Grading plan and drainage study.
6. Soils and foundation report.
7. Any other information as may have been requested by the DRC.

The DRC shall approve or disapprove in writing all final plans within 30 days from the date all of the above information is received.

D. Construction Documents Review

The purpose of construction documents review is to assure the DRC that all construction will comply with the design approved by the DRC. Fifteen working days prior to the pre-construction conference with the DRC, the applicant shall submit:

1. Complete set of Construction Documents, Plans and Specifications.
2. Final color boards of chosen (exterior) materials.
3. A Construction Site Plan.

E. Changes After Final Review

There may be occasions when an Owner or his design professionals desire to make a change during construction which affects the exterior of the Building or the Site. When an Owner wishes to make a change which deviates from the plans as approved by the DRC, the Owner must submit a written request to the DRC along with a "red-lined" set of plans clearly delineating the proposed change. The DRC shall review and respond to such request within 15 working days from the receipt of the request. No changes will be made unless approved by the DRC.

1.8 FEE SCHEDULE

Fees for DRC review of any documents submitted under the procedures outlined here shall be as established by the DRC and as may be amended from time to time.

SECTION 2. DEFINITIONS

- 2.1 "Association" shall mean The Villages at Cypress Creek Master Property Owners Association, Inc., a Florida non-profit corporation.
- 2.2 "Builder/Contractor" shall refer to any person or entity responsible for construction of any Improvements within the Villages, and shall include all subcontractors as well as agents of the Builder/Contractor.
- 2.3 "Building" shall mean any structure, whether temporary or permanent, within the Properties.
- 2.4 "Building Site" shall mean any lot, group of lots, or privately owned site within the Properties upon which Improvements exist or are planned.
- 2.5 "Common Area" shall mean all real property in which the Association owns an interest for the common use and enjoyment of all of the owners.
- 2.6 "Construction Site" shall mean any Site upon which Improvements are currently under way.
- 2.7 "Declarant" shall mean MSP Investment Co., its successors and assigns as defined in the Declaration.
- 2.8 "Declaration" shall mean the Declaration of Covenants, Conditions, and Restrictions for The Villages at Cypress Creek as recorded at the office at the Clerk of the Circuit Court and official records of Hillsborough County, Florida, at Book 5084, Page 005, including all amendments thereto.

- 2.9 "DRC" shall mean and refer to the Design Review Committee for The Villages at Cypress Creek, as the same may be from time to time composed.
- 2.10 "Dwelling" shall mean any single family or multi-family residential structure.
- 2.11 "Final Plans" shall mean all building plans, elevations, site development plans and landscape plans as approved by the DRC during design development review.
- 2.12 "Golf Course" shall mean the Golf Course Property.
- 2.13 "Improvements" shall mean any man-made alteration to any land within the Properties, including but not limited to Buildings, grading, site development work and landscaping.
- 2.14 "Lot" shall mean a lot as depicted on a recorded subdivision plan for The Villages at Cypress Creek.
- 2.15 "Master Plan" shall mean the approved Land Use Master Plan for The Villages at Cypress Creek, as the same may be amended from time to time by any governmental authority having jurisdiction over the Properties.
- 2.16 "Owner" shall mean the record owner whether one or more persons or entities, of the fee simple title to any Lot or Site or track of land situated with the Properties which is subject to the Declaration, but not with standing any applicable theory relating to mortgages, deeds of trust, or other liens or encumbrance upon any such property, Owner shall not include or refer to a mortgagee, beneficiary of a deed of trust, or lien holder unless and until such party has acquired title pursuant to foreclosure.
- 2.17 "Properties" shall mean The Villages at Cypress Creek plus any additional property from time to time made subject hereto pursuant to the terms of the Declaration.
- 2.18 "Villages" shall mean The Villages at Cypress Creek.

### Section 3: SITE PLANNING GUIDELINES

#### 3.1 SITE DESIGN

- A. Site planning shall respect the relationship to existing land forms and features. Natural vegetation shall be maintained and enhanced whenever possible. All development shall be designed to conform to and complement existing site features to the maximum extent possible.
- B. In residential areas, front yard and side yard setbacks shall be varied (within the limits allowed by zoning). A variety of building forms and elevations shall occur along a given street wherever possible.
- C. All site planning and development shall respect engineering criteria including utility planning, proper grading, proper drainage and runoff design, and soils engineering.
- D. Aggregation of usable open space and common areas is encouraged in all land use areas through creative groupings of buildings and careful site layouts. Distant and close-in-view corridors should be preserved wherever possible.

3.2 STREETS/LOCAL ROADS/DRIVEWAYS

- A. Streets and local roads within the property and driveways accessing Privately Owned Sites shall be designed in compliance with Hillsborough County Roadway Standards.
- B. Streets and local roads shall be designed to be consistent with the Master Plan for adjacent development areas. Clear and understandable vehicular circulation plans shall be established for all residential projects.
- C. **For the safety of the community residents, no material can be applied to the surface of the driveway that will not be flush with county sidewalk. Further, the public sidewalk and apron cannot be covered with another material.**

3.3 PARKING

- A. No on-street parking is permitted anywhere within the Villages.
- B. Off-street parking lots shall be screened by landscaping and/or land forms as much as possible without inhibiting safety of access and circulation. Site planning should avoid buildings which are surrounded on all sides by parking. Grading of parking lots shall relate to existing topography and shall be property engineered to provide adequate drainage.
- C. PARKING RATIOS
  - Single Family Detached -2 spaces per unit
  - Cluster/Patio Homes -2 spaces per unit
  - Patio/Townhouses -2 spaces per unit
  - Condo/Apartment -1.5 spaces per unit
  - High Density -1.5 spaces per unit
- D. Structured parking associated with multi-family residential projects is permitted. If developed, structured parking should be unimposing and integrated into the structure and/or land with which it is to be associated.

3.4 PEDESTRIAN CIRCULATION/SIDEWALKS

- A. On-site pedestrian circulation designed and built within each development project must tie into the overall pedestrian network contained in the Master Plan. Bikeways, walkways and trails should be designed so that they follow the natural contours of the site and, therefore, keep cut and jell areas to a minimum.
- B. It is recommended that sidewalks built along local and collector streets in the Villages be separated from the street by a minimum four foot wide/landscape median. Concrete, as opposed to asphalt, is the recommended paving material for all walkways within the Villages.

3.5 GRADING

All grading shall be done in compliance with the Master Grading and Drainage plan for the Villages. Excessive grading should not be necessary and is not desirable for sensitive siting of improvements. Grading should produce graceful contours, not sharp angles, and should respect the natural land forms. Contoured swales and berms can be used to soften the impact of the structures and fences on each lot. Vary the degree of long slopes to avoid the unnatural look of broad flat surfaces.

### 3.6 EROSION CONTROL

It is of great importance to provide temporary erosion control during the construction period. In order to prevent damage to the site and siltation of adjoining areas, temporary barriers such as hay bales and drainage structures such as temporary sediment ponds shall be utilized as needed. Temporary fencing at the drip line of existing vegetation will help prevent alteration of grades and damage to branches and foliage by equipment during construction.

### 3.7 DRAINAGE CONTROL

Each development area and every individual site within a development area shall collect all storm water and release it at points consistent with the Master Drainage Plan. Drainage from adjoining lots should be accommodated in such a manner that it does not cause soil erosion or impede drainage flows or result in excessive drainage onto adjacent lots. Natural drainage patterns should be maintained, enhanced or restored wherever possible.

### 3.8 UTILITIES

All utilities are encouraged to be located underground within the Villages. Above ground appurtenances such transformers, meters, vents, etc., must be fully screened from view by landscape materials or other appropriate techniques. No cesspool, septic tank, or other such disposal system shall be allowed within the Villages.

### 3.9 GOLF COURSE EDGES

- A. The edge of the Golf Course as it interfaces with residential areas and other development areas should be designated to enhance the resort atmosphere of the Golf Course. It is one of the major elements of The Villages at Cypress Creek, a primary open space and view amenity for residents, employees and visitors.
- B. The "Ground Plane" of the Golf Course (i.e the land forms and plantings) should continue into the residential areas and other development areas up to the edge of patios or walls of buildings wherever possible. An effort shall be made to minimize any landscape differentiation between the Golf Course and adjacent properties.
- C. The visual confinement of the fairway open spaces consists of trees and building walls. Together they shall be designed to minimize the mass of buildings as perceived from the Golf Course.
- D. Open Space/Golf Course Setbacks
  - 1. Building Setbacks 10 feet to open space  
30 feet to Golf Course boundary
  - 2. Parking Setbacks 10 feet to open space,  
30 feet to Golf Course boundary
  - 3. All other improvements As approved by DRC

### 3.10 COMMUNITY OPEN SPACE

- A. Natural topography and native vegetation should be retained in Community Open Space Areas wherever possible. They should serve as natural buffers between neighbors and land use parcels and should not be altered except in those cases where active recreational facilities, such as playing fields, are developed. The interface between Community Open Space Areas and development areas should be a gradual one and not an abrupt delineation between open space and abutting properties. Similar to the landscape treatment at the edges of the Golf Course, an effort should be made to minimize any landscape differentiation between Community Open Space and adjacent properties.
- B. The desired visual effect from any fencing along the Community Open Space edges should be that of transparency while establishing the transition between community and private open space.

### 3.11 LANDSCAPE TREATMENT OF ARTERIAL STREETS

Development areas which front onto major arterial and/or onto minor arterial in the Villages must provide a landscape buffer zone along all frontage areas. Landscape setbacks of 25 feet from the edge of the R.O.W. are required in these areas for the purpose of providing a sufficient transition area between vehicular traffic and development areas. It is recommended that fences extend to the 25' setback wherever possible.

### 3.12 DOG RUNS

Dog runs or pet enclosures shall be installed only after DRC approval is obtained. Materials for such enclosures should be compatible with the surrounding development in the Villages. Dog runs should be located within yards in such a way that they are not eyesores to neighbors or, in the case of yards which back onto the Golf Course or onto a community open space, to golfers or those people utilizing the open space areas.

### 3.13 MAILBOXES

Mail delivers in the Villages will be aluminum Neighborhood Mailbox Units (N.B.U.'s) which are supplied and owned by the U.S. Postal Service. No individual mailboxes will be permitted along the roads of the Villages. Clustering of N.B.U.'s should be sensitive in order to minimize the impacts to adjacent land uses and to the overall street scape. Location of N.B.U.'s will be jointly determined by the Postmaster and the Applicant during platting. Installation of the N.B.U.'s is the responsibility of the U.S. Postal Service. Shelter's designed and built around N.B.U.'s are recommended. N.B.U. shelter's be compatible with adjacent development in materials and design.

### 3.14 Flagpoles

- A. **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**
- B. **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 the flagpole does not obstruct**



**sightlines at intersections and is not erected within or upon an easement. The homeowner may further display in a respectful manner from that flagpole, one official United States flag, not larger than 4½ 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.**

#### SECTION 4: ARCHITECTURAL DESIGN GUIDELINES

##### 4.1 ROOF DESIGN

- A. Roofs are very important to the overall integration and compatibility of different developments within the Villages. Their design must be given careful consideration as they will be highly visible from streets, other buildings and most neighboring sites. Allowable roof designs include: gable roofs, hip roofs, gambrel (mansard) roofs, and shed roofs. The choice of roof form should be greatly influenced by the angle and height from which the building will be viewed.
- B. The use of major roof top elements such as dormers, chimneys, or skylights should enhance the roof form and be an integral part of it. Special attention should be given to the design to the design and placement of mechanical systems (i.e. vents, etc). Exposed metal flashing vents and flues should be pointed to match the color of roofing materials.
- C. The minimum roof pitch allowed on a major roof form is 4:1. The pitch of lesser elements such as porches, dormers, etc may be lower if consistent with the architectural design. Dormers and A-frame buildings are considered inappropriate.

##### 4.2 BUILDING DESIGN AND GROUPINGS

When multiple structures are planned as part of single design project, they shall be designed in a unified architectural and spatial manner resulting in integration of structures into related groupings. Single family detached residences within a single design project, however should not appear as row housing. In order to avoid this, variations should be provided, wherever possible, in building elevations as well as building setbacks from the street and side yards.

##### 4.3 MATERIAL RECOMMENDATIONS

- A. **Roofs. Within a residential development, all roofs shall be built using compatible roofing materials in order to achieve an overall design continuity. Suggested roofing materials for the Villages include fired tile, and slate shingles. Polyurethane and corrugated aluminum are unacceptable roofing materials in the Villages. Other roof materials may be permitted at the discretion of the DRC.**

- B. Exterior Walls. all exterior wall materials utilized should be compatible with adjacent residences and buildings. Siding materials must be continued down to within 6" of finished grade on any elevation, thereby eliminating large areas of unfinished foundation walls. Suggested exterior wall materials are redwood siding, cedar siding, other types of wood siding, stucco, brick and stone. Horizontal, vertical and diagonal patterns are acceptable siding patterns. Incorporating more than one material on exterior walls may be desired, but special care should be taken so that materials do not detract from the building's overall design and form. Masonry veneers shall be consistent on all elevations.
- C. Colors: Exterior wall colors should be compatible with the site and with surrounding buildings. Natural colors (i.e., soft hues and earth tones) should be utilized. Primary colors or other bright colors should be used only as accents and then only sparingly.

#### 4.4 INAPPROPRIATE MATERIALS

Materials chosen must be appropriate for the state of a residential building, compatible with its location within the Villages and expressive of the character and images of the development. The use of the following materials may cause problems in achieving the desired design quality.

- A. Metal as a building skin
- B. Multi-colored masonry
- C. Painted concrete
- D. Mirrored glass or very dark glass
- E. Man-made or synthetic stone or rock
- F. Exposed cinder block.

#### 4.5 SURFACE MOUNTED EQUIPMENT

The location and finish treatment of items mounted on the exterior surfaces of the building(s) should be carefully planned and detailed. Such items would include skylights solar panels, vents, mechanical equipment, access ladders, electric and gas meters etc. In no case should they give the appearance of being simply mounted on the exterior surface of the building(s) with no relationship to the surrounding elements. The location of these items shall be indicated on all drawings submitted during the schematic Design Review and the Construction Document Review phases of the review process.

#### 4.6 MECHANICAL EQUIPMENT

Where mechanical or service equipment is located on the roof, it shall be grouped onto concentrated areas. If it is not possible to install this equipment in a well, it shall be behind a screen wall or in an enclosure which is an integral part of the building design. Metal flashing, trim, flues and any other exposed roof top mechanical equipment should be anodized, painted or capable of weathering to be nonreflective. See also Section 4.1(B) The effect of such screening on roofs shall not impact roof designs/forms in a significant way. The materials used on such screens or enclosures shall be the same quality as, and compatible with, the materials of the building.

#### 4.7 ANTENNAS

No type of antennas and similar structures (i.e., satellite dish antennas, TV and hand radios antennas, etc.) shall be permitted unless totally screened from all angles of view by fences, berms or landscaping or disguised by other techniques as might be approved by the DRC.

#### 4.8 CHIMNEYS

Chimneys are usually very strong roof elements. Careful choice of proportion and material should give them a substantial and stable appearance. The use of prefab fireplaces and flues is economically sound. However, they need not have a stovepipe appearance. Enclosing the flue in masonry or wood chimney with substantial proportions will solve the problem.

#### 4.9 EXTERIOR RESIDENTIAL LIGHTING

Exterior residential lighting in the Villages shall be understated. Lighting shall be used only to identify pedestrian walkways and/ or entrances to residences. Indirect lighting shall be used wherever possible. Exterior lighting shall not be installed where its direct source is visible from neighboring properties, or where it produces excessive glare. The use of other than white exterior lights shall be prohibited except for colored lighting used as holiday decoration. All lighting fixtures and specifications shall be reviewed and approved by the DRC.

#### 4.10 LANAI ENCLOSURES

A roofed screened area of no less than 100 Square feet must remain following the enclosure of a lanai. The lanai enclosure must be completed with components that mirror the building products used in the house construction, i.e. concrete block, or framed construction with a cementitious coating painted to match the existing structure, aluminum framed windows, a 5/12 pitched roof finished with material that is similar to the existing structure, (asphalt shingles or cement tile.) The structure must conform to the Hillsborough County Building code: the plans must be approved by the DRC of the Association, and the enclosure can only be started after obtaining all appropriate permits.

#### 4.11 ENTRY ENCLOSURES

**Aluminum screened entry enclosures are permitted with prior DRC approval and provided they conform to Hillsborough County Building Codes, and all required permits have been obtained.**

### SECTION 5: LANDSCAPING DESIGN GUIDELINES

#### 5.1 DESIGN INTENT

- A. To unify a variety of buildings and architectural styles within a strong landscape matrix and, to the extent possible, utilize natural land features and plant materials which are native to the Villages and the surrounding region.
- B. To achieve a consistent quality in the overall landscape network including privately owned landscape areas, rights-of-way, community space, the Golf Course, and the important interfaces between the Golf Course edges and adjacent development.
- C. To screen parking areas from view to the greatest extent possible while maintaining visual access and orientation to the facilities served.
- D. To be sensitive to the varying site characteristics within the Villages at in terms of landscape design.

#### 5.2 LANDSCAPE DESIGN ELEMENTS AND REQUIREMENTS

- A. Landscape Design Theme. The predominant landscape design theme in the Villages shall be that of natural and informal groupings of introduced plant

materials. Introduced plant materials will supplement the already existing plant community. In terms of planting guidelines, a simple plant palette is suggested. Large masses of similar plant materials are preferable to multiple varieties planted together in small groupings. It is suggested that evergreen masses act as contrasts to deciduous masses.

- B. Front yards are required to be landscaped by the owner or Builder/Contractor within thirty days substantial completion of construction. The use of large expanses of manicured lawns is generally discouraged in residential yards. Alternatively, a balanced planting of shrubs, ground covers, and grass mixes are suggested for yard coverage wherever possible.
- C. Also desirable in certain appropriate locations will be a more formal, maintained and manicured landscape look. Such locations in the Villages include but are not limited to:
  - 1) road intersections;
  - 2) entry points into neighborhoods; and
  - 3) residential courtyards and gardens.In such locations, geometric plantings, evenly spaced rows of trees, formal looking lawns and other formal landscape patterns would be considered as appropriate landscape treatments.
- D. **Parking Lots.** Parking lots are to be landscaped in order to relieve large expanses of asphalt and to screen parked cars from view wherever possible. Any service area located in a parking lot should also be screened. Berming is a suggested method of screening parking lots. Suggested plant materials for parking area plantings are provided in the "Plant Materials List for The Villages at Cypress Creek".
- E. **Grading/Drainage.** Natural drainage patterns should be respected wherever possible. Proper drainage engineering will be required in all design and construction plans.
- F. **Irrigation.** All landscaping shall be provided with a method of irrigation suitable to ensure the continued survival of planted materials.
- G. **Phased Projects.** In some cases, portions of planned areas may be left vacant after grading has occurred for later development phases. Such vacant areas shall be planted concurrently with completion of the first phase of construction in order to prevent soil erosion. It is the responsibility of the applicant to plant and maintain those undeveloped sites which have been subdivided, graded, but not yet built upon until such time as they are sold to a new owner (s).
- H. **Landscape Border requirement. Edging is permitted in the front, side and rear yards of residences but cannot extend in to the side yard a distance greater than two feet from the sidewall of the residence.**

**Any landscape curbing or borders must be approved in advance.**

### 5.3 SPECIFIC GUIDELINES AND PLANT PALETTE.

- A. Under no circumstances shall the landscape planting area exceed 50% of the front yard, including side yards for corner lots. Additionally,

no landscape beds shall be permitted between the edges of Right-of-Way and roadway curbing. All areas shall be planted with St. Augustine grass varieties or Zoysia Turf with appropriate irrigation. Back yard planting areas may not exceed the 50% turf grass rule and must have a 3'-5' wide of turf as shown in Figure 1. (see illustration)

- B. Front and side yard 50% turf grass rule does not include required sod area between the edge of Right-of-Way and roadway curbing.
- C. All perimeter property lines shall be protected by a 3'-5' wide strip of turf grass to accommodate drainage and storm water runoff. Shrubs and/or hedges at side property lines shall not exceed 6' in height, and set back a minimum of 3' from front corners of house and planted in such a manner as not to impede natural drainage or storm runoff.
- D. Homes located adjacent to or abutting the golf course: yards that have a natural encroachment of Bermuda grass may be considered to be in compliance if properly maintained and the Bermuda grass is contained in the rear and side yards.
- E. Under no circumstances shall open unplanted mulch areas be acceptable. Planting beds must be fully planted with shrubs and ground covers so that the entire landscape bed is fully covered within an 18 month establishment period.
- F. Shrub material shall not exceed 6' in height for front and side yard applications
- G. Mulch shall be maintained at 2" – 3" depth for all planting beds.
- H. Under no circumstances shall more than 2 types of mulch be used. The minimum area of usage for any one type of mulch is 30% of the overall mulched area. Only organic mulches are acceptable.
- I. The shrubs, tree, and ground cover used within the Villages at Cypress Creek shall be selected from the University of Florida prepared, Florida Friendly palette of plant material, Florida Zone 9b- south central Florida, which will be amended from time to time. It is suggested that prior to planning landscape modifications or new installations, that one refers to the link listed below.  
Link to: <http://fyn.ifas.ufl.edu/homeowners/publications.htm>  
Then select: FFL Book Zone 9b (for full plant material lists)  
The principle of selecting and planting the "right plant-right place" is imperative to achieving a successful landscape result.
- J. Trees:  
The minimum requirement for each tree shall be as follows:
  - Florida #1 grade or better
  - 2" diameter at 6" above ground
  - Minimum of 10' in height

Palms:

If substituting palms for required hardwood tree, the following shall apply:

Hillsborough County Muinicode Sec.6.06.03 (D) #4

"Where palms are used, three palms shall constitute one tree, except multi-stem palms and species in the genus, Phoenix (excluding roebelleni). Single specimens of these exemptions shall constitute one tree. At the time of planting, a palm shall have a minimum of 6' feet clear trunk.

- K. See Appendix 100 for approved plant material list. We strongly suggest that each Homeowner visit the above mentioned link to better understand the concept of The Florida Friendly Landscape “Right Plant-Right Place”.  
By adopting Florida Friendly principles for residential yards, homeowners will be creating environmentally sound landscapes that will conserve and protect both water and energy.

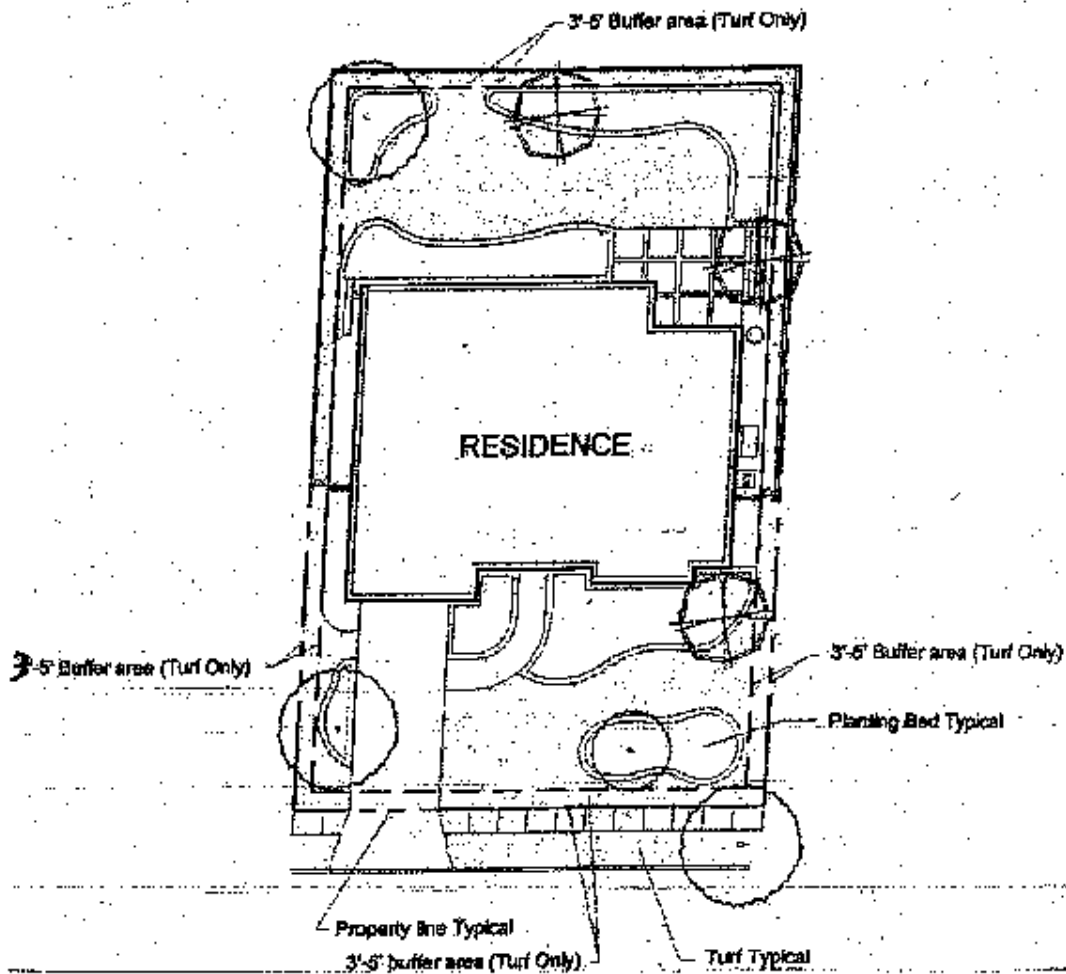


FIGURE 1

## SECTION 6: SIGNS

### 6.1 APPROVED SIGNS

The following sign types will not require approval of the DRC:

- A. Signs required by legal proceedings or permit agencies.
- B. Real Estate "for sale" signs for single family detached dwellings, limited to one per dwelling, not exceeding five square feet in sign face with a maximum of two parallel sign faces. The sign may be freestanding, not to exceed four feet in height. The DRC may adopt uniform design standards for such signs.

### 6.2 PROHIBITED SIGNS

The following sign types are prohibited:

- A. Signs advertising goods or services including home occupation signs.
- B. Signs announcing special events.
- C. Political signs, posters or placards.
- D. **Any sign bordering the Golf Course or intended to be read from the Golf Course except for signs authorized by paragraph 14 of the Declaration of Covenants, Conditions and Restrictions for the Villages at Cypress Creek**

### 6.3 FOR SALE SIGNS

Real Estate "for sale" signs for townhome and multi-family projects shall be reviewed on a case by case basis by the DRC, and shall meet all applicable requirements of Hillsborough County.

### 6.4 IDENTITY SIGNS

Signs identifying an individual project, facility or sub-community within the Villages shall conform to any uniform design standards adopted by the DRC, shall be reviewed by the DRC and shall meet all applicable requirements of Hillsborough County.

### 6.5 HOUSE NUMBER SIGNS

House number and owner identification signs are permitted.

### 6.6 TEMPORARY SIGNS

Temporary construction signs are permitted, subject to DRC approval and consistency with Hillsborough County requirements.

### 6.7 DRC RIGHTS

The DRC shall have the right to enter upon any property, lot or site in order to remove and dispose of any sign in violation of these guidelines without prior notice to the owner or entity responsible for the violation.



## SECTION 7: FENCES AND WALLS

Residential lots backing onto streets with the Villages at Cypress Creek (double frontage lots) shall require fencing along rear lot lines.

All fences and walls such as lot line fences between residences, privacy fencing rear lot line fencing, patio enclosures, trash receptacle screens, etc., shall be of a type, color, finish, etc., approved by the DRC . Chain link fencing materials will not be permitted for fencing of yards within the Villages.

**With prior DRC approval, the types of fencing acceptable are:**

- All Villages: **6 feet or less white vinyl, 6 foot or less aluminum picket fencing (or similar)**
- Ventana: **6 feet or less wood stockade or similar fencing**

As to Villa d'Este (Ventana North) Phase 1 block 3, Lots 1-23; Phase 1, Block 1, Lots 18,19,20 and 21 and the adjoining Phase 2 Block 1 lots 14, 15, 16, 17; Phase 2 Block 4 Lots 1-23.

An uninterrupted line of vinyl-clad chain link fencing may be constructed within the rear property line of these back-to-back home sites if the fence line continues contiguously from one intersecting street to the next, without encroaching upon any street right of ways and the following conditions are met:

The fence must be set at the rear of one of the back-to-back abutting properties, but within a block, the fence cannot shift from a north to a south or from an east to a west rear facing property.

Concurrent with the installation of the fencing an irrigated hedgerow of three foot high *Odos Viburnum* must be planted. The *Viburnum* hedge is to be planted on the house side of the property containing the fence.

The hedge must be fertilized and irrigated by each property owner upon whose property the fence and hedge is located.

The hedge is to be encouraged to grow through the fence to the other side so that the fence is totally blocked from view.

Each abutting property owner is responsible for pruning the side of the hedge he faces; the property owner upon whose property the shrub is planted is responsible for pruning its top surface. The hedge is encouraged to grow to a height of six feet and is to be maintained at that height.

**With prior approval from the DRC, hedge can be removed by property owner but must be replaced with 6 foot white vinyl fencing.**

## SECTION 8: STORAGE IN OPEN

### 8.1 TRASH KEPT IN OPEN

No articles, goods, materials, machinery, equipment, vehicles, plants, trash, animals or similar items shall be stored, kept in the open, or exposed to view from adjacent properties, parking areas, public streets, or pedestrian sidewalks.

### 8.2 ENCLOSURE

Any article, good, or material to be stored other than in an enclosed covered building shall be enclosed either with a wall or screen fence (refer to fencing requirements).

### 8.3 STORAGE OF VEHICLES

Vehicles shall be stored in specifically designated areas only. If vehicles are stored

for more than 48 hours, they shall be stored in an area screened from adjacent properties, parking areas, public streets and pedestrian walkways.

## SECTION 9: CONSTRUCTION PHASE

### 9.1 SOIL EROSION PREVENTION

- A. Expose the smallest practical area of cleared land during construction.
- B. Temporary ditches, dikes, vegetation and/or mulching shall be used to protect areas exposed during development or construction.
- C. Sediment basins (debris basins, desalting basins or silt traps) shall be installed and maintained to remove sediment from runoff waters during development.
- D. Temporary mulching or grassing shall be used to control erosion on construction projects.

### 9.2 STORAGE AND EQUIPMENT FENCING

All construction storage and equipment yards shall be fenced in a manner approved by the DRC and shall be located on the site in a manner to minimize their impact on adjacent properties and public streets.

### 9.3 MAINTENANCE OF CONSTRUCTION SITES

Construction sites shall be maintained in a neat and orderly manner. All trash shall be kept in enclosed containers and emptied weekly or at such greater frequency as may be required by the DRC.

### 9.4 CONSTRUCTION ACCESS

Construction access shall be coordinated with and approved by the DRC. Special care taken to protect existing pavements from damage.

### 9.5 SUBMISSION OF UTILITY DRAWINGS

At the end of the construction period, by phase, the Applicant shall submit to the DRC reproducible copies of record drawings (as-builts) showing the actual locations of all underground utilities and irrigation systems.

### 9.6 PRE-CONSTRUCTION MEETING

- A. Prior to starting construction of each major project phase, a pre-construction conference shall be conducted by the Applicant. The Applicant shall arrange for representatives of the following organizations to attend the conference:
  - 1. General Contractor
  - 2. Applicant's design consultant.
  - 3. Cypress Creek Design Review Committee
  - 4. Applicable service companies, governmental agencies.
- B. The purpose of the pre-construction conference is to outline the phasing and the responsibilities of key tasks, such as:
  - 1. Utility connections.

2. Final grading and drainage construction.
3. Project driveways/sidewalk interface with The Villages at Cypress Creek roads and sidewalks.
4. Fine grading and landscaping.
5. Coordinate construction access points.