

**ARCHITECTURAL and LANDSCAPE  
GUIDELINES  
For  
EVERGREEN VILLAGE OF TIMBER PINES  
HOMEOWNERS ASSOCIATION, INC.**

PLEASE REFER TO THE MARCH 2013 **AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR EVERGREEN VILLAGE OF TIMBER PINES** FOR THE GENERAL RULES AND REGULATIONS THAT APPLY TO LIVING IN OUR COMMUNITY. THIS **ARCHITECTURAL GUIDELINES** DOCUMENT SUPPLEMENTS THOSE DEED RESTRICTIONS AS WELL AS THE TPCA ARCHITECTURAL RULES AND REGULATIONS. IT FOCUSES EXCLUSIVELY ON ISSUES RELATED TO CONSTRUCTION, REPAIR AND MAINTENANCE OF THE OUTSIDE OF A PROPERTY.

Amended by the Evergreen Village Board of Directors on September 13, 2022

# INTRODUCTION

This *Architectural and Landscape Guidelines for Evergreen Village of Timber Pines, Homeowners Association* has been prepared to assist Owners who wish to make modifications to the outside of their properties. These guidelines supplement the Association's *Declaration of Covenants, Conditions and Restrictions* and in no way replace or modify the Declaration. Rather these guidelines provide guidance and answers about what may (or may not) be done regarding changes on the outside of a property in Evergreen Village (EV).

## Summary of Property Owner Responsibilities:

Simply put, **no exterior change can be made** to any property (building or grounds) **until the proposed change has been approved** by **both** the EV Architectural Review Committee and the Timber Pines Community Association (TPCA) Architectural Review Committee. By following the guidelines provided here, the Owner should experience a smooth process for review and approval of exterior changes.

The Owner must complete an *Architectural Exterior Change Request* form, available at the Administration office, the front desk at the Lodge or on the TPCA website at [www.timberpines.com](http://www.timberpines.com). The completed form must be submitted, along with all required supporting documentation/materials, to the EV Architectural Review Committee. If this committee approves the request, the Owner must then submit the form to the TPCA Architectural Review Committee for approval.

### Architectural Review Committee (ARC) Fee Schedule:

<u>Project Type</u>	<u>Project Fee</u>	<u>Deposit</u>	<u>Timeframe</u>
Type 1: Cosmetic Modification	\$0	\$0	14-Day Review
Type 2: Construction Renovation	\$50.00	\$250.00	30-Day Review
Type 3: New Construction	\$250.00	\$1000.00	60-Day Review

No exterior change may be made until approved by both committees. The TPCA committee will not approve a request that has been denied by the EV committee. The TPCA committee may disapprove a request approved by the EV committee – if the request does not meet the general TPCA restrictions and requirements.

If an Owner makes changes to the outside of a property without the required approvals, the Owner will be subject to TPCA fines and penalties. The Owner may also be required to restore the property to its condition prior to the unauthorized change, at the Owners' expense.

Some exterior changes may require permits from Hernando County as well. It is the Owner's responsibility to acquire these permits. It is advisable to obtain EV and TPCA approvals first, to ensure the request is approved before spending money on County permits.

## **Role of the EV Architectural Review Committee:**

The role of the EV Architectural Review Committee is to carry out the responsibility of the TPCA Board of Directors and the EV Board of Directors to assure that no exterior changes are made to a villa, or improvements on the lot, unless they:

- Assure harmony of external design, materials, and location in relation to surrounding buildings, lots, and topography within Evergreen Village
- Protect and conserve the value and desirability of the properties as a residential community
- Keep the community attractive for the enjoyment of the residents, and
- Prevent the unnecessary destruction or blighting of the natural landscapes and the achieved man-made environment.

Currently, the EV Board of Directors serves as the Architectural Review Committee. Two (2) board members are required to approve an *Architectural Exterior Change Request* form. (If a board member is requesting a change, he/she may not approve his/her own request.)

The EV Architectural Review Committee reserves the right to withhold approval for up to 72 hours.

## **ADDITIONS TO AND/OR EXTENSIONS OF A BUILDING**

Evergreen Village does not have any “common ground.” Each Owner owns the land surrounding their property, as drawn on the lot survey; therefore additions to and/or extensions of the existing building are permitted. However, any addition or extension must complement the form, size, colors, and shape of the existing building.

Additions/extensions can include:

- Rooms
- Deck
- Garage
- Railing
- Lanai
- Patio
- Swimming Pool
- Hot Tub

An addition or extension must comply with the County and TPCA setback provisions which are 7½ feet on each side of the property line and 15 feet from the back property line.

All additions must be attached to the original building. No detached structures are permitted. (For this purpose, a swimming pool in an enclosed lanai that is attached to the building is considered to be attached to the original building.)

## **Removal of Trees:**

Only trees that are in the area of construction may be removed. In addition, any trees removed from the front and/or back of the property must be replaced as required by TPCA Rules and Regulations. TPCA requires at least one (1) tree in the front and one (1) tree in the back of every property. Replacement trees must have a diameter of at least (2) inches and a height of at least (8) feet from the ground level excluding the root. Regarding placement of trees, **front** is defined as the area between the front structure of the villa (excluding the garage) and the spill way of the street extending to the side property line opposite the driveway.

## **Allowable Materials and Colors:**

All structures within Evergreen Village must be harmonious in design, material, color, and appearance with the standards of the Association. To ensure compliance with this requirement, the current stucco (34A-2P Dutch Cream) and accent (HC-46 Jackson Tan), Benjamin Moore colors can be obtained at "All Sons Decorating Center" (11044 Spring Hill Dr.) Any Owner wishing to touch up the outside of his/her unit should contact All Sons to get the formula for the paint color you need. In addition:

- Trim must be wood grained vinyl or aluminum
- Windowpanes must be clear or tinted vinyl, acrylic, or UHV-tinted glass; the window frames must be bronze aluminum or vinyl – If painted, grids must be Iron Clad Latex (#36362 Deep Bronze). Grids are required on all front windows.
- Garage door screens must use sunscreen type screen in ivory or white color. Replacement panels must all match existing color. If not, all panels must be replaced so all panels match
- Windows and back lanais or screen rooms must use regular screen in charcoal color
- Storm/screen doors must have a bronze frame to match window frames
- Roofing must be 30-year shingles; CertainTeed, Landmark Series in "Resawn Shake" color
- Gutters, soffits and downspouts must be accent (HC-46)

The *Architectural Exterior Change Request* form for a building addition/extension must be accompanied by color samples. The EV Architectural Review Committee must approve the materials and colors to be used *before* construction begins.

## **Fencing:**

Fencing within Evergreen Village is not allowed for landscaping or decorative purposes. It is permitted only for the purpose of safety and protection, such as surrounding an in-ground swimming pool. It is the burden of the Owner to prove the need for fencing to the EV Architectural Review Committee.

## Landscaping:

Minimal landscaping will be allowed as part of an addition or extension of the existing building – only what is needed to restore that which has been disturbed by construction.

## Exterior Lighting:

The use of flood lights or other forms of high-intensity lighting are limited to fixtures that may be affixed to the building. Such lighting may be used to light walkways, decking, or other immediate pedestrian traffic areas. (During holidays, such as Christmas, non-affixed floodlights may be used for decorative purposes.) All lights must be shielded, if necessary, to eliminate shining onto a neighbor's property.

Use of landscape lighting is limited to driveways, exterior walks, and landscaped areas. Such lighting must be ground level and may not exceed an installed fixture height of four (4) feet. All lights must be shielded, if necessary, to eliminate shining onto a neighbor's property.

Security lighting may be affixed to the residence, garage, or driveway area, provided that:

- It is on a working timer and triggered by movement
- Once triggered, the lights are on only for a period not to exceed ten minutes, and
- It is not intrusive on neighbors

## OTHER EXTERIOR MODIFICATIONS/CHANGES

Obviously, most cosmetic changes that an Owner may request do not involve an addition to, or extension of the existing building. As a result, some Owners may consider their changes relatively minor and therefore not requiring approval. So, we reiterate, that **no exterior change** can be made, no matter how seemingly small, to any property until the proposed change has been approved by **both** the EV Architectural Review Committee and the TPCA Architectural Review Committee.

Exterior changes include, but are not limited to:

- Installing skylights, roof exhaust devices, rain gutters, solar panels, or solar tubes
- Resurfacing, staining, or painting the driveway or walkway
- Adding screens, garage screens, or storm doors
- Erecting lattice work, enclosures, barriers, fences, hedges, or trellises
- Planting, replacing and/or removing trees, or shrubs
- Adding lawn, or garden ornaments
- Installing satellite dishes, or antennas, and
- Installing hurricane protection for windows and doors

See page 4, *Allowable Materials and Colors* for specifics on materials and colors that must be used, where applicable.

## MISCELLANEOUS

The following are other guidelines that have been approved by the EV Board of Directors to be used by the EV Architectural Review Committee in reviewing *Architectural Exterior Change Request* forms:

- **Air Conditioner Enclosures:** Such an enclosure must be of planted foliage only. (It should be noted that any such enclosure, if not trimmed, might cut down the efficiency of the unit.)
- **Attachments to Villa:** With the exception of carriage lanterns and flagpole holders, nothing may be permanently affixed to the front of any villa wall facing the street. This does not apply to the entrance alcove.
- **Awnings:** These are permitted on the rear of the villas only and must be consistent with TPCA Rules and Regulations. The awning must be retractable/secured or removed during hurricane watches.
- **Barbecue Grills:** Ideally, outside barbeque grills will be used on the side or rear of villa, so as not to be visible from the street (in front of villa). If a grill is used in the front of the villa, it may not be left there after use. It must be either taken inside or moved to a location that is not visible from the street (in front of villa).
- **Driveways and Walkways:** These may be stained, painted, or covered with pavers. All requests must be submitted with color and pattern samples.
  - ❖ If stained or painted, the Owner must use one of the following:
    - Acrylic silicone concrete stain in colors harmonious with villa exterior colors
    - A basic color pattern with a matching speckled border and speckled dots finish
    - Internal designs need to be submitted for approval in advance
    - All requests must be submitted with actual color samples
  - ❖ If pavers, they must be New England Flagstone Paver, "P" pattern, in White/Tan/Charcoal, Cream/Beige/Charcoal or Cream/Orange/Pewter color so as to be harmonious with the exterior colors and shingles of the villa. Sealer must be in a matte finish. If an Owner wishes to use an alternative paver, the supplier's name must be provided, along with samples of the actual pavers. (If actual pavers cannot be provided, original pictures or color brochure showing the pavers to be used must be submitted.) If a different pattern/design is to be used, the pattern/design also must be submitted in advance.
- **Hose Holders:** Wall-mounted hose holders installed on the street side of a villa must be not more than 44 inches high at the top of the holder.
- **House Numbers:** Must be of like style, color and size as currently established throughout the village. Location of house numbers must be as currently established on unit (horizontal over garage or vertical on exterior wall).
- **Lamppost Lights:** Lamppost light bulbs should be white or clear and are to be kept lighted for security purposes. Colored lights may be used during the December holiday season. Absentee Owners should make arrangements to have burned out bulbs replaced.

- **Exterior Lanai's and Patios:** Any floor surface or covering color, such as carpet, tile, paint, stain or spraycrete must be harmonious with the exterior color of the villa. (NOTE: Enclosed lanais are part of the home interior and therefore, are not subject to this guideline.)
- **Landscape Stone and Cement Edging:** Landscaping stone must be a color that blends with the natural surroundings around the villa. Lava Rock and bright white stone may not be used. Cedar Bark stone will be approved as an alternative to mulch only if the Owner also installs concrete, brick or paver edging so as to ensure no problems with grass cutting or sprinkler system. Edging shall not exceed six inches in height and must be either natural concrete or solid colors that blend with the natural surroundings. A solid color composite edging with the natural surroundings also may be used, but only on the side or back of villa. (NOTE: Several Owners have installed landscaping stone or cement edging that does not meet these requirements. These installations will be grandfathered and do not need to be removed at this time. However, if and when the current installations are replaced, the replacement must comply with these guidelines.)
- **Lawn Ornaments:** Lawn ornaments, such as statuary, birdbaths, etc. require approval prior to placement. TPCA Rules and Regulations stipulate that: *“Statuary, birdbaths and silhouettes shall not exceed three (3) feet in height from driveway grade and shall be of solid color, either white, dark green or natural concrete (black or white for silhouettes). No more than two (2) ornaments, i.e., statues, silhouettes, birdbaths, birdfeeders, visible from one location, may be displayed on any property. Ornaments depicting animals, birds and the like are not to exceed two (2) feet in any dimension.”*
- **Mailbox/Post:** Replacement mailboxes and posts for mailboxes must comply not only with the EV color (black) but also with the United States Postal Service requirements. In general, mailboxes should be installed such that the bottoms of the boxes are at a vertical height of 41 to 45 inches from the road surface. In additions, replacement posts must include the circular tubes used for local information distribution. Address numbers must be attached to the crossbar with like color, size and style as established throughout the village.
- **Roof Turbines:** These may be installed on the back side of the villa roof and must be a silver aluminum color.
- **Satellite Dishes:** A satellite dish may be installed on, or in the proximity of the building, as allowed by law and in compliance with TPCA Rules and Regulations. No trees may be cut down to install a satellite dish. Shrubbery or other landscaping is recommended around a ground level satellite dish.
- **Skylights and Solar Tubes:** These should blend with the roofing color. (The supplier's name should be provided along with pictures or a color brochure.)
- **Sprinkler System:** Any damage to the sprinkler system on a homeowner's property caused by the homeowner, guests or persons hired by the homeowner to perform work on said property, is the responsibility of the homeowner and charges for labor and material will be billed to the homeowner. All work and/or repairs must be done by the Association's irrigation contractor. Prior to any concrete work, modifications to the irrigation system, installation of back patios or widening of the driveway, the Association's irrigation contractor must be notified in advance to identify and/or relocate sprinkler lines. The expense for any modifications will be the responsibility of the homeowner. Under NO

circumstances may sprinkler lines be buried under concrete, pavers or capped off. All sprinkler lines must be buried under grass.

- **Water Softeners:** Water softeners or other water treatment equipment installed outside a villa must be buried in the ground. The above ground portion must be completely hidden by shrubbery or other plantings.

## **MAINTENANCE OF TREES AND SHRUBS**

As specified in the EV Declarations (Article VI, Section 4), the Association is responsible for maintaining the lawn areas of each lot as well as limited trimming of trees and maintenance of shrubs or plantings that were originally planted or provided by the builder (Regency Homes). The Association's current contract with our lawn maintenance provider also provides for limited trimming of trees and maintenance of shrubs or plantings that subsequently were planted by an Owner – except for fruit trees, palm trees and palm bushes.

Since the Association is responsible for this maintenance, an Owner **must receive prior approval before adding or removing any trees, shrubs, or other plantings.** As part of the approval process, the Owner must submit a planting location plan, specifying the location and type of trees, bushes, shrubs, and flowerbeds. If the plan is more complicated and/or costly to maintain, the plan will be approved only if the Owner agrees to maintain the new plantings at the Owner's expense.

Under no circumstances will approval be given for the planting of trees, bushes or shrubs that achieve a living fence or hedge. Likewise, approval will not be given for any plantings that interfere with grass cutting.

No Camphor or fruit bearing trees are permitted to be planted per TPCA Rules & Regulations.

All new plantings must have a ring of red mulch or Cedar Bark Stone contained by concrete, brick, or paver edging.

See "Approved List of Suggested Plants" at the end of these guidelines.

Replacement of bushes, by the Association from the attached list, is subject to cost considerations.

### **Palm Trees:**

An Owner who has palm trees is responsible for the maintenance. Palm trees must be kept trimmed. If an Owner fails to do so, the Association has the right to arrange for trimming at the Owner's expense.

## **Flowerbeds:**

Once approval has been given for planting a flowerbed, no additional approval is required if the Owner wishes to change seasonal flowers. However, the Owner is responsible for the cost of these replacements, including the cost of mulch that may need to be added to the flowerbed. Mulch must match the existing mulch color used throughout EV.

## **Mulch:**

While not specifically required under the EV Declarations, the Association currently provides an annual spreading of mulch throughout the village as part of the Association fees. Evergreen Village approved red mulch is allowed.

If an Owner wishes to use landscape stone at his/her own expense instead of red mulch, the Owner must receive approval in advance. Cedar Bark Stone will be approved as an alternative to red mulch only if the Owner also installs concrete, brick or paver edging so as to ensure no problems with grass cutting or sprinkler system. Concrete, brick, or paver edging must be either natural concrete or a solid color that blends with the walkway, driveway, or the natural surroundings around the villas. (NOTE: Several Owners have installed stone and/or edging that does not meet these requirements. These installations will be grand-fathered and do not need to be removed at this time. However, if and when the current installations are replaced, the replacement must comply with these guidelines.)

## **Removal of Trees:**

Trees may not be removed unless they are dead, diseased, or present a hazard to life, limb, or property – as determined by the EV Architectural Review Committee and the TPCA Architectural Review Committee. Advance approval is required for the removal of trees, even trees the Owner considers dead or diseased. Trees removed must be replaced in compliance with TPCA Rules and Regulations, which stipulate that: *“Each lot must retain a minimum of one (1) tree in the front and one (1) tree at the rear of the house.”* Trees are to be a minimum of 2 inches in diameter and a minimum of 8 feet in height when planted. Regarding placement of trees, **front** is defined as the area between the front structure of the villa (excluding the garage) and the spill way of the street extending to the side property line opposite the driveway.

**Please note that bushes are not valid replacements for removed trees. The Owner is responsible for the cost of removal and replacement of all trees on his/her property.**

## APPROVED LIST OF SUGGESTED PLANTS

### *Under Front Windows*

- a. *Azalea*
- b. *Boxwood (Winter Green)*
- c. *Holly (Schilling's Dwarf/Dwarf Yaupon)*
- d. *Indian Hawthorne*
- e. *Pittosporum*
- f. *Roses (Double Knockout)*
- g. *Viburnum*

### *In Front of Sidewalk*

- a. *Evolvulus (Blue Daze)*
- b. *Holly (Schilling's Dwarf/Dwarf Yaupon)*
- c. *Indian Hawthorne*
- d. *Juniper (Blue Pacifica)*
- e. *Pittosporum*
- f. *Plumbago*
- g. *Roses (Double Knockout)*
- h. *Sod Only*

### *Trees*

- a. *Holly (Bufordi)*
- b. *Ligustrum*
- c. *Magnolia (Little Gem)*
- d. *Oak (Live Oak)*
- e. *Simpson Stopper*

No additional Crape Myrtles planted in front yards. Trees must be at least 8 feet in height and 2 inches in diameter when planted.

An Owner still needs Architectural approval for the above list. If an Owner wants plants different from those on the list, the Owner must submit pictures and size details with the Exterior Change Request form.

Consideration also can be given to shrubs and trees appearing on the Florida Friendly list. The Florida Friendly plant database can be accessed at <http://floridayards.org/>