



Design Review Committee

The Naples Reserve Design Review Committee (DRC) has been reviewing the Naples Reserve Guidelines we inherited from the developer. We are revising them so that they are more aligned with interests of homeowners and neighbors alike. The guidelines have been clarified and modified for the benefit of the Naples Reserve community.

This is an ongoing effort, in which more changes will take place as we grow. In the meantime, here are the DRC enhancements to date.

Design Review Form & Fee Structures

Please use the attached New Design Review Form as of January 1st, 2022. This new form clearly spells out the obligations of the homeowner so that their project conforms to the Coastal/Cottage theme of Naples Reserve. Also, we are pleased to announce that the new DRC form reduces the application fees and has changed the policy regarding security deposit checks.

No fee and No Application Required

The DRC has revised fee structures in which certain projects will no longer require an application or a fee. Homeowners will not be required to obtain DRC approval for the following projects:

- *Planting annuals by homeowner if they do not interference with lawn maintenance and they are planted with in homeowner's lot, within established plant beds and not on berms, swales, HOA common areas or utility boxes.
- *Only one flag bracket with a United States, US Military or State of Florida flag 4.5' X 6' flags (maximum) following Florida Statute 720.304(2)(a) regarding flags to be displayed (No sport team or college flags are allowed, flagpole must be DRC approved)
- *Outdoor lighting fixtures must be coastal cottage/farmhouse inspired and keeping with the scale and style of the home (Coral Harbor will be required to have the same light fixtures as their shared roof neighbor when replacing outdoor light fixtures.)
- *Screen Replacement – to replace torn screens, exchange out for a no-seeums screen

\$25 fee and \$0 Security Deposit

Projects that would require an application with a fee of \$25 and a \$0 security deposit are as follows:

- *Exterior house painting (trim, garage doors, front doors, all paintable outdoor surfaces)
- *Decorative Shutters
- *Contracting with a landscaping company
- *Outdoor landscape lighting
- *Flag poles (max 20' tall) following Florida Statute 720.304(2)(a) regarding flags to display
- *Front Entry Enclosure

\$75 fee and \$1,500 Security Deposit

Projects that require an application fee of \$75 and a security deposit of \$1500 are:

- *A/C mini split
- *Driveway Expansions
- *Fences
- *Floating Docks
- *Garage Additions
- *Generators
- *Home Additions/Expansion

- *Lanai Additions/Expansion
- *Outdoor Kitchen (that is not pre-plumbed for gas, water and electric)
- *Pools Additions
- *Buried Propane Tank (above ground allowed only when space is limited)
- *Solar Panels
- *Storm Shutters/Screens, New Lanai Screens
- *Other Projects requiring a Permit

Deposit Checks

Effective January 1st, 2022, security deposit checks WILL BE CASHED after the DRC has approved the homeowner's application. The DRC will conduct a final inspection upon the homeowners' request after completion of the homeowner's project. If the project passes final inspection, a refund will be issued in the full amount of the security deposit.

If there is damage to the HOA areas, such as, torn up grass, cracked sidewalks, damaged utility lines, irrigation lines, trees or shrubs, the homeowner will have the option to repair the damage on their own within a fixed period or the HOA will repair the damage with the security payment. If the damage costs more than the security deposit amount, the homeowner will be invoiced for the balance. If the repair costs less than the security deposit, the difference will be returned to the homeowner.

The Security Deposit does not cover damage to a neighbor's property. Damage to the neighbor's property is to be resolved directly between the homeowner and the neighbor.

Pool and/or Lanai Additions

If a homeowner is adding a pool and/or extending their lanai there is a high likelihood that the contractor(s) will need to infringe onto the neighbor's property. Therefore, the homeowner must provide the notification form signed and completed by all parties; abutting neighbors, contractors, and the homeowner, before the application is review by the DRC .

Docks

More intricate steps are necessary for homeowners applying for a dock since a dock encroaches from the homeowner's property onto the property of the Naples Reserve Homeowners Association (HOA) and the Naples Reserve Community Development District (CDD). The Boat Dock Encroachment Agreement must be signed and notarized by the homeowner, the HOA President and the CDD Chairman. The Dock Encroachment Agreement can be found on the Naples Reserve website. A copy is attached for your convenience. Please see the document regarding the step-by-step dock procedure, also attached.

The DRC has developed in conjunction with Naples Reserve Captain Brian and the Master Dock Plan the following updated dock guidelines. It is mandatory that the step-by-step procedure and the design of the dock conform to the Master Dock plan for it to be approved.

Shutters and Screens

The DRC has also revised guidelines regarding Decorative and Storm Shutters as well as Screens. These revisions comply with the Cottage/Coastal motif within Naples Reserve regarding colors, size and style of shutters and screens. Also, the guidelines address when and where the shutters and screens can to be used. The attached gives more detailed information.

The DRC's mission is to improve the value and maintain the aesthetic quality, for the entire Naples Reserve community. Any suggestions you may have in helping us achieve this goal would be welcomed.