



**THE SINGH COMPANY**

*Developers of Classic Residential Communities*

**DESIGN GUIDELINES**  
*for*  
**RESIDENTIAL PROPERTIES**  
*at*  
**Roosevelt Annex Company**  
**KEY WEST, FLORIDA**

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## CONTENTS

I.	INTRODUCTION	page 1
II.	REVIEW AND APPROVAL PROCESS	page 2
III.	SPECIAL PROVISIONS	page 7
IV.	SITE DESIGN GUIDELINES	page 9
	A. SINGLE FAMILY HOME	page 9
	B. MULTIPLEX TOWN HOME	page 9
V.	ARCHITECTURAL DESIGN GUIDELINES	page 9
	A. ARCHITECTURE: SINGLE FAMILY HOMES	page 9
	B. ARCHITECTURE: MULTIPLEX TOWN HOMES	page 10
	C. ARCHITECTURAL DETAILS	page 10
	D. SITE FIXTURES, ETC.	page 11
	E. LANDSCAPE REQUIREMENTS	page 13
	F. VIOLATIONS	page 15
	LIST OF APPROVED PLANT MATERIALS	Page 16
	EXHIBIT 1: CONSTRUCTION AGREEMENT	page 21
	EXHIBIT 2: DESIGN BUILDING PERMIT	page 23

# **I. INTRODUCTION**

Roosevelt Annex is a resort community where all homes are owned in fee simple status with each owner responsible for the exterior appearance of the building and landscaping. The purpose of the Design Guidelines is to define uniform design themes and standards which will maximize benefit to all owners and residents. The Guidelines establish both architectural and landscaping themes as well as installation and maintenance responsibilities for owners. Adherence to these Guidelines will create a beneficial community experience as well as promoting maximum property values.

Article VIII of the "Declaration of Protective Covenants, Restrictions, and Easements for the Roosevelt Annex" (hereinafter referred to as the "Declaration") establishes the right of the Architectural Review Committee (hereinafter referred to as the "Committee") to approve and disapprove, pursuant to a set of specific development and design guidelines, residential construction within Roosevelt Annex.

This manual of Design Guidelines shall serve as a check list for the Committee to use in evaluating and controlling the quality and adequacy of residential construction proposals, programs, and designs of owners within the Roosevelt Annex community. The design review process and design guidelines, as administered by the committee, will encourage harmonious architectural design and siting. They will also enhance the quality of life within the Roosevelt Annex as well as protect property values.

The Committee has been established to review and approve all plans for construction. In addition to the process set forth herein, there are mandatory regulations and codes at the local and state levels which also must be followed. The responsibility for compliance with said regulations rests with each Owner. The criteria presented herein are not intended to take precedent over any rules, regulations, or requirements of any regulatory agency having jurisdiction over Roosevelt Annex. The approval of the Committee does not and shall not relieve the Owner of the responsibility of compliance with the rules and regulations of such agencies including, without limitation, the City of Key West.

Owners shall familiarize themselves with the sections of the City of Key West Zoning Ordinance, Building Codes, and other codes which are applicable to their respective development project.

## **THEME**

The principal design theme promulgated by these design guidelines is: REFLECTION OF HISTORIC KEY WEST CONCH STYLE ARCHITECTURE

## **GOALS**

The Committee, by implementation of the design guidelines, seeks and intends:

- A. To establish and maintain a community scale and aesthetic that is respective of, and compatible with, the Key West National Historic District.
- B. To establish physical conditions that will produce value and assure the long term preservation of value.



## **II. REVIEW AND APPROVAL PROCESS**

The Architectural Control Committee will make all decisions based upon the "Declaration of Protective Covenants, Restrictions, and Easements for Roosevelt Annex," as the same may be amended and upon the design guidelines contained herein.

### **LEGAL BASIS FOR DESIGN REVIEW**

The Declaration provides the legal basis for reviewing and accepting construction proposals. It covers a wide variety of subjects including site and land use planning, building design, materials, landscaping of property, and other development standards. Those standards and requirements included in the Declaration are legally binding. The Design Guidelines supplement the Declaration and provide further design guidance and information for property owners, architects, and builders.

Time and care have been taken to ensure that these guidelines do not conflict with the Declaration. However, should a conflict arise, the Declaration takes precedence. Careful review of the Declaration should be undertaken before the design process is begun.

### **DECISION CRITERIA OF THE ARCHITECTURAL CONTROL COMMITTEE**

1. The Committee encourages sensitive site planning and compatible architectural styles which conform to the Design Guidelines and the Declaration. Owners should strive to preserve the integrity of the natural environment, remove no indigenous vegetation, remove no trees, and promote minimal disturbance of the natural site features.
2. If questions arise with implementation of the guidelines, policies, and procedures of the Committee, every effort will be made by the Committee to address the issues and clarify the intent of the Committee. The policies and guidelines will be subject to periodic review and revision by the Committee.
3. Should a particular feature of an entire design be determined to fall short of the development objectives, it will not be construed as a mandated precedent.
4. Housing should be designed for the specific site and for the particular need of its users. Therefore, construction proposals shall be reviewed on a site-by-site basis. Approval of a design for one site does not insure the same design will be approved for any other site.
5. Existing Vegetation Preservation and Landscape Materials: the Owner shall preserve existing indigenous vegetation on each site and site plans shall reflect the effort. Appropriate procedures consistent with the best practices of tree preservation must be employed at each site.

### **DESIGN REVIEW PROCESS**

Plans for all new construction, subsequent alterations, or additions must be reviewed and approved in writing by the Committee prior to the initiation of construction. If construction is started prior to the receipt of written approval by the Committee, the Owner shall be deemed in violation of the Design Review Process and shall be subject to penalties and corrective measures as determined by the Committee.



## DESIGN AND REVIEW AND APPROVAL SEQUENCE

<u>Responsible Party</u>	<u>Action</u>
1. Owner	Meets informally with Architectural Control Committee to discuss plans and to obtain assistance in the Application Process.
2. Owner	Submits application and plans.
3. Committee	Upon acceptance of application the Architectural Control Committee conducts a review of the application and plans. Upon satisfactory compliance with guidelines, plans are approved by the Committee.
4. Owner	Obtains City of Key West Building Permit.

## CONSTRUCTION PLANNING

It is strongly recommended that property owners consult an architect familiar with the development standards of Roosevelt Annex and with the applicable local and state codes and regulations.

The members of the Committee will assist in the interpretation of the Design Guidelines and offer informal suggestions about design concept prior to the initiation of the formal design review process and will work with the Owner during the application process to ensure that each proposal receives prompt consideration.

It is essential that the design approved by the Committee be built exactly as indicated on the approved plans. THE PLANS, WHERE REQUIRED BY LAW OR AS HEREIN SPECIFIED SHALL BE PREPARED, SIGNED, AND SEALED BY A REGISTERED PROFESSIONAL ARCHITECT, ENGINEER, AND/OR LANDSCAPE ARCHITECT LICENSED TO PRACTICE IN THE STATE OF FLORIDA. Deviations from plans which occur will be subject to penalties unless such deviations are approved in writing by the Committee prior to construction.

## PRE-APPLICATION CONFERENCE

The Owner and architect are encouraged to meet with the Committee to discuss plans. The Pre-Application Conference provides the Owner with the opportunity to talk over preliminary sketch ideas, discuss development philosophy, and answer any questions.

To avoid having design issues delay the review process and to help avoid generating costly architectural plans that may be inappropriate, it is recommended that the Owner and architect bring the following items to this meeting:

1. Scaled site plan sketch showing components of proposed parcel improvements including location of dwelling and existing vegetation.
2. Sketches of dwelling exterior (elevations) and other structures proposed.
3. Photographs of existing site features and improvements.

Keep in mind that this is an opportunity to exchange ideas and all drawings are considered conceptual. Extensive detail is not necessary at this point. The design review and approval process is intended to be a helpful and beneficial process. The Committee shall assist in expediting applications and approvals through this process.

The Pre-Application Conference is optional. We would, however, encourage applicants to take advantage of this opportunity.

#### **PRELIMINARY REVIEW APPLICATION**

The applicant shall complete a preliminary stakeout in the site showing approximate size and location of proposed improvements and submit an application to the Committee which shall include two sets of the following documents:

1. Typical **Site plan(s)** (at a scale no smaller than 1" = 10') indicating building location, any improvements, internal site circulation, utility locations, and preliminary concepts for landscape (including a plant list), site lighting, signage, and any proposed construction or development phasing;
2. **Floor plans, roof plans and elevations** (at a scale no smaller than 1/8" = 1'0");
3. Locations of **existing vegetation** at the same scale as the site plan;
4. **Design data** including total building area (gross), roof area, and total area of landscaping;
5. A study model of the building and site or a perspective rendering is optional;
6. Name, address, and telephone number of architect, landscape architect, and engineer where applicable;
7. Name, address, and telephone number of any other special consultant(s);
8. Time schedule including target time periods for completion of plans;
9. Any requests for variance from design standards.

#### **APPLICATIONS FOR REVIEW OF SUBSEQUENT ALTERATIONS, RENOVATIONS OR ADDITIONS TO EXISTING BUILDINGS SHALL BE SUBJECT TO THE SAME APPROVAL PROCESS AS NEW CONSTRUCTION.**

The Committee shall have fifteen (15) days after delivery of all required materials of comment upon the preliminary design documentation. Upon receipt of said comments, the owner may then submit final design plans to the Committee.

#### **FINAL DESIGN SUBMITTAL AND REVIEW**

Final design plans, including all exhibits outlined below, are to be submitted to the Committee. The Committee will review this submittal and will respond within thirty (30) days after the delivery of all required materials which includes complete **architectural, engineering and landscape plans and specifications** required to construct the improvements.



The plans must consist of:

1. **Site plan(s)** (at a scale of not less than 1" = 10') indicating building location, accessory improvements, circulations, existing and final grade lines, drainage, utility locations and sizes, site lighting, and any development phasing existing vegetation;
2. **Floor and roof plans** (at a scale no smaller than 1/8" = 1'0");
3. Typical **exterior wall sections** (at a scale no smaller than 1/2" = 1'0") with both existing and proposed grade lines shown;
4. **Cross-sections** of structures indicating existing and proposed grade lines;
5. Complete **specifications** for all exterior materials, shutters, hurricane shutters, landscaping (including plant list), site furniture, site lighting, signage, paving materials, and building colors;
6. Samples and/or **cut-sheets** of all exterior materials and colors including windows, doors and glass (if other than clear);
7. **Landscape plan** (at a minimum scale of 1" = 10') and plant list showing the location, name, and size of all proposed plant material, swimming pools, spas, arbors, berming, and site lighting;
8. Special site **grading plan** and storm water **drainage plan**;
9. **Irrigation plan** (if desired);
10. Paint color samples and design of any signage.

The submittal must also include a schedule of the Owner's proposed timetable to start and complete construction by phases, total floor area by phase, proposed completion of landscaping; proposed utility loads of requirements, copies of any proposed joint agreements with other Owners relative to joint improvements such as walkways, drives, lighting, and landscaping.

A statement must be included by the Owner of all changes in design which are contained in this submission as opposed to the preliminary design review application.

UNTIL RECEIPT BY THE COMMITTEE OF ANY OF THE REQUIRED PLANS AND SPECIFICATIONS, THE COMMITTEE MAY POSTPONE REVIEW OF ANY PLANS SUBMITTED FOR APPROVAL.

#### **COMMITTEE ACTION**

Within thirty (30) days of the receipt of the application, the Committee will review the application for completeness.

If incomplete, the applicant shall be notified of additional information required. The Committee shall not act on any application until such additional information is received. Once the application is complete, the applicant will be so notified in writing and the Committee shall then have thirty (30) days within which to review the application, inspect the site for compliance with the plans, and make its final decision. If no action is taken by the Committee within the thirty (30) day period, the application shall be considered approved as submitted.

**ARCHITECTURAL CONTROL COMMITTEE APPROVAL:** When compliance has been ascertained, the plans shall be stamped by the Committee stating, "Approved for Design Compliance."

**ARCHITECTURAL CONTROL COMMITTEE REJECTION:** The Committee may offer specific suggestions to assist in resolving problems which arise during the review process. The Committee can, however, reject the plans for reason which include, but are not limited to, the following:

- Insufficient information to adequately evaluate the design or design intent;
- Poor overall design quality;
- Incompatible design elements;
- Inappropriate design treatment;
- A design thought to have an adverse impact on the character of Roosevelt Annex.

In the event of any disapproval by the Committee of any of the required submittal, the resubmission will follow the same procedure as the original submittal.

#### **CITY OF KEY WEST BUILDING PERMIT**

Approval by the Committee and the issuance of the Construction Agreement (Exhibit One) and Design Building Permit (Exhibit Two) does not preclude the necessity of obtaining a Building Permit from the City of Key West. Once the City Building Permit is obtained, the applicant should post the City Building Permit on the construction site.

#### **WORK IN PROGRESS**

The Committee may inspect all work in progress and give notice of noncompliance. Absence of such inspection or notification during the construction period does not constitute approval of the work in progress or compliance with the provisions of these guidelines.

#### **PROJECT COMPLETION**

Upon completion of the improvement for which final plan approval is given by the Committee, the Owner will give written notice of improvement completion to the Committee.

Within such reasonable time as the Committee may determine, but in no case exceeding fifteen (15) business days from the receipt of such written notice of completion from the Owner or its duly authorized representative, the Committee may inspect the improvements. If it is found that such work has not been done in strict compliance with the final plan submitted or required to be submitted for its prior approval, the Committee shall notify the Owner in writing of such noncompliance within such period specifying in reasonable detail the particulars of noncompliance and shall require the Owner to remedy the same.

If upon expiration of thirty (30) calendar days from the date of such notification by the Committee, the Owner shall have failed to remedy such noncompliance, the Committee shall notify the Owner and may, at the Owner's expense, take such action to remove the non-complying improvements, as is provided in these Guidelines.



If, after receipt of written notice of completion from the Owner, the Committee fails to notify the Owner of any failure to comply with its directives within the period provided above, the improvements shall be deemed to be in accordance with the plan.

#### **RIGHT OF WAIVER**

The Committee reserves the right to waive or vary any of the procedures or standards set forth herein at its discretion.

#### **FEES**

Review fees of \$100.00 each shall accompany the Preliminary Review Application and the Final Design Submittal.

### **III. SPECIAL PROVISIONS**

#### **MASTER PLAN**

Roosevelt Annex Company has obtained approval of the Master Plan for Roosevelt Annex. This Master Plan establishes the land use and intensity of development within all portions of Roosevelt Annex and, as such, is a basic reference document to these Guidelines. These Guidelines further define the design details which shall be applicable uses within the specific parcels of the Master Plan.

#### **ZONING AND VARIANCES**

All of the property within Roosevelt Annex is the subject of a Development Agreement issued by the City of Key West. Therefore, the development of all of the sites within Key West Golf Club must be developed within the Development Agreement, and the provisions of the Declaration, these Guidelines, and any other applicable government regulation.

The Owner is hereby strictly prohibited under these provisions from applying or asking any regulatory agency for variances or modifications to the regulations governing the development of Roosevelt Annex without representation by Roosevelt Annex Company or the prior written approval of the Roosevelt Annex Company.

#### **MAINTENANCE**

Each Owner is responsible for the perpetual maintenance of the property. Maintenance means all normal and necessary building, site elements, landscape, irrigation, grass, signs, lighting fixtures, and paved walkway maintenance services required to properly maintain and operate any developed parcel, including but not limited to painting, patching, collecting windblown debris, irrigating, mowing, weeding, fertilizing, repairing, maintenance and adjustment of the irrigation systems and other devices within the development, spraying, replacement of dead or unhealthy plants, painting and repairing signs, light fixtures, replacement of light bulbs, repairing walkways, payment of energy charges incurred including energy for lighting and such other activities and services indicative of good husbandry and maintenance practices in high quality residential areas.



Any failure of the owner to maintain the property properly, as determined by the Association in its sole good faith determination, shall be a basis for the Association to perform the maintenance for the owner and to bill the owner for the costs of same --- which currently are \$22.00 per hour for Association labor plus materials and outside labor if necessary -- plus 50%. It is the intent of this paragraph that the charges for such maintenance be more than the owner would have to pay on the free market. All such charges by the Association shall be liens against the property. All payments from the owner, no matter how designated, shall be applied first to satisfy such charges and thereafter to regular monthly assessments.

The normal procedure for same will be to provide written notice to the owner either/or by certified mail to the owner's permanent residence on file with the Association; or by hand delivery to the owner's unit at Roosevelt Annex; or by fax if a fax number has been provided. If the maintenance is not completed within 3 days thereafter, the Association shall do the maintenance and bill the owner. A second failure will follow the same procedure. In the event of a third failure, the Association shall not only complete the maintenance, but shall thereafter perform maintenance on the property, and bill the owner for same, until the Association is satisfied that the owner will fulfill his/her maintenance responsibilities in the future.

The purpose of notice is not to permit the owner an opportunity to correct the situation, although it is appreciated if the owner can correct the situation within the three days. The purpose of the notice is to notify the owner that a breach has occurred; that the Association will be remedying the breach if the owner does not do so within three days; and that the owner will be charged for same. The primary function of the notice is so that the owner will correct the situation which caused the breach in the first place.

The procedure specified above shall be the normal notification procedure. However, in egregious or emergency situations, the Association is authorized to perform necessary maintenance without prior notice to the owner and to charge the owner for same as specified above.

## **DRAINAGE**

Each Owner of each town house parcel is responsible for meeting all storm water quality requirements of the City of Key West, South Florida Water Management District and State of Florida.

## **UNDERGROUND UTILITIES**

All electric, television cable, and telephone service, as well as any other wired services, shall be located underground from the source to the building(s) and brought into the site.

## **OFF-SITE CONSTRUCTION**

Any required removal and replacement of existing or Committee-installed improvements such as paving, grade lines, and landscaping located within a road right-of-way or easement or on the property of other Owners with respect to the construction shall be by a Committee-approved contractor and shall be in accordance with Committee-approved specifications.



## **SOLID WASTE AND REFUSE REMOVAL**

The disposal of solid waste and refuse must be in conformance with the system of disposal used in Roosevelt Annex and must comply with the State Board of Health requirements. Collection areas and equipment used in connection with solid waste and refuse shall be located under the air conditioning platform and shall not be located forward of the front side yard fence line. Solid waste and refuse disposal services will be supplied by the City of Key West or its franchisee, or an option developed by the Homeowners or similar association.

## **IV. SITE DESIGN GUIDELINES**

This section sets forth standards which are intended as a guide to achieve the historic Key West rhythm of building spacing, site coverage and landscape placement.

### **SINGLE FAMILY HOME**

Most single-family lots have been planned with a front facing on Gulfview Drive and a rear facing on the Gulf of Mexico.

The site elements and landscape planting standards are intended to create a front yard area which, while secure, is open to public view and thus contributes to the general street scene. Standards are established for minimum building setbacks (or maximum site coverage), placement of site elements, and location of landscape materials.

Rear yards are visible from neighboring properties and are therefore held to the same standards. Rear yards and rear porches, when used more intensely, shall be screened from public view either by black-out screening in the case of rear porches or landscape screening in the case of rear yards. Black-out screening shall effectively create an opaque visual screen and be installed inside the rails. If used on a second floor deck, it must also be used on the downstairs deck. Note that all screening, like all exterior improvements, requires prior Association approval.

### **MULTIPLEX TOWN HOME**

Site planning of multiplex properties shall be undertaken to achieve compatibility of scale and elements with the single family structures. Standards are established for minimum building setbacks, placements, and placement of perimeter landscape planting.

## **V. ARCHITECTURAL DESIGN GUIDELINES**

### **SINGLE FAMILY HOMES**

The objective for Single Family design is to produce a style that is reflective of "Historic Key West Conch Style Architecture" and its variations. This style is principally expressed in wood frame structures which have simple, classical proportions and ornamentation. Rectangular forms, usually one, one-and-a-half, or two stories in height, are accented by steep roofs, porches, balconies, doors and windows which are adorned with Colonial- or Bahama-style shutters. Traditional architectural elements, such as wooden balustrades, traditional square columns, spindles and brackets adorn the facades. The overall character is derivative of many styles.



## MULTIPLEX TOWN HOMES

It is the objective of the Committee to achieve development of multiplex town home structures that are in scale and visual harmony with the single family structures of the project and historic Key West. This is to be achieved by use of articulated forms, broken roofs, balconies and porches. Long, flat, unpenetrated wall surfaces, and flat roofs are to be avoided. Materials and color guidelines are the same as for the single family units.

### ARCHITECTURAL DETAILS: MATERIALS

1. **Walls:** Horizontal wood or cementitious wood clapboard shall be the primary wall material.
2. **Roofs:** All roofs shall be V-crimp or shingle galvanized aluminum. All roofs shall be silver in color. Roof types to be traditional gable, hipped, saw tooth, and eyebrow shapes.
3. **Foundations/Skirting:** Foundations must be piers with stucco finish. Space between the piers shall be skirted with framed lattice painted white for the front and rear exposures. In areas where used for under building storage, such areas shall be screened with similar lattice.
4. **Windows:** Windows must be wood, true divided light double hung windows. Any glass other than clear shall be submitted for color approval. All interior window treatments (blinds and curtains) must be white or stained wood when seen from the exterior.
5. **Doors:** Doors must be wood or fiberglass with true divided light. Flat panel, jailhouse and Blair doors, or stained glass doors are prohibited. White aluminum sliders are allowed on the rear elevations only.
6. **Screen Doors:** Screen doors must be wood frame with black screen on rear porches only.
7. **Shutters:** Shutters must be Colonial- or Bahama-style wood or aluminum.
8. **Hurricane Shutters:** Hurricane shutters must be operable wood or aluminum. Removable storm panels which must be stored are allowed. Roll down shutters or accordion shutters are prohibited.
9. **Trim:** Trim must be wood or cementitious wood in simple classical detail.
10. **Decks/Porches:** Decks and porches must be wood with wood balusters, wood decking, and wood hand rails, porch roofs must be consistent with roof style of building.
11. **Screen Porches:** Screen porches must be wood frame consistent with the exterior trim of building with black screen on rear facades only.
12. **Rear Patios:** Rear patios shall be wood decking only.
13. **Front Walks:** Front walks shall be solid surface such as concrete, brick, interlocking pavers with straight edges or but joint pavers, keystone or wood decking.
14. **Dormers:** Hip or gable roofed dormers are allowed. Large shed dormers are not allowed.
15. **Roof Decks:** Roof decks are not allowed.



## **ARCHITECTURAL DETAILS: COLOR**

White is the preferred basic color for all structures. Blue/Gray tones, Yellow, and Seafoam green colors are acceptable. Trim and window frames must be painted white. Shutters and doors may be complimentary darker shades. Color samples must be submitted as part of the design review package.

## **SITE FIXTURES**

Site fixtures consist of those non-building structures, elements or items which complement the building and landscape planting, and include such items as lighting, arbors, signs, fences, gates, screens, walks, walls, bollards, benches, statuary, fountains, pools, and spas, etc. It is the objective of the Committee that the site fixtures be designed so as to be compatible with all aspects of the site and Development. All site fixture additions are subject to design review prior to installation or implementation.

## **SIGNS/GRAPHICS**

Only three types of permanent signs are permitted:

1. Number Plates: Each dwelling unit shall carry a wood number plate as illustrated. Each unit shall have a plate mounted on the facade of the building beneath the exterior light that is visible from the street.
2. Community street, traffic and directional signage.
3. Individual owner signs as approved by the Committee. An example of an appropriate individual owner sign is included in the appendix.

The location of signs shall be clearly shown and the design provided with the submittal package.

The graphics sign system for Roosevelt Annex will provide an identity for the project outside the physical limits of the site and an identification and directional system within the project. This internal system may consist of informational signs, individual site identification signs, traffic regulatory signs, etc. Completion of the system may result in modification of the above standards and environmental signs.

## **SITE LIGHTING**

The intent of lighting for housing sites is to produce an adequate degree of lighting to insure safety and visual appeal. In providing a functional and aesthetic solution, the location, design of the fixture, and light intensity should be considered. The intensity, for example, may be varied, either increased or decreased, to change the mood in the rear yard area. Ground lights and low voltage lighting are encouraged in rear yards only. Halogen bulbs are not permitted. All light fixtures must be directed downward.

## **FENCES/SCREENS/WALLS**

Site enclosure by ornamental fences and landscape planting is an essential part of the historic Key West site planning. The primary street frontage of each lot and parcel shall have a wood picket fence system which permits an adult pedestrian to view the front of the yard or site. Front fences shall be a minimum of three (3) feet and no higher than four (4) feet in height. Side yards of lots may be screened with wood fence enclosures. Side yard and rear yard fences shall not exceed SIX (6) feet in height.



## **ARBORS/TRELLISES/GAZEBO**

The use of wood arbors, trellises planted with vines as screens, parts of gates, and general site fixtures is encouraged for rear yards and front entrances. Architecturally consistent tool sheds, not to exceed 8 feet in height, shall be permitted with prior approval. Metal and rubbermaid-type sheds are prohibited.

## **SWIMMING POOLS AND SPAS**

Swimming pools shall be in ground and sited to be out of view and screened from the adjacent street. Hot tubs or spas may be placed in ground or in a deck. No pools or spas will be allowed in front yards.

## **MECHANICAL EQUIPMENT**

All mechanical equipment (air conditioner compressors, tanks, electrical meter, pool equipment, spa equipment, etc.) shall be screened from view from streets and adjacent properties by fences, arbors or shrubs. Window air conditioner units and through-the-wall air conditioner units are prohibited.

## **TRASH RECEPTACLES**

All trash receptacles shall be stored in side yards and shall be screened from view by use of fences. Such receptacles shall be sealed and marked with the street address.

## **REAR DECKS AND PATIOS**

Wood decking, is the approved materials for residential rear decks and patio areas.

## **PORCH, LAWN FURNITURE, BARBECUE GRILLS AND SITE ACCESSORIES**

All exterior furnishings and accessories must have prior design approval. Only white wood or stained wood furniture and natural terra cotta or glazed flower pots will be approved for front and rear porches. No other accessories can be placed, stored, or displayed on the porches or in the yards. On the rear porch and the rear yard approved furniture materials shall also include white or green wrought iron, resin or wicker. Additional furniture for rear porches and yards may be permitted, subject to prior approval in each case, provided that in the case of rear porches the porches are closed in with black-out screening, and in the case of rear yards, the yards are extensively and completely screened from view by landscaping and/or fencing. All other site fixtures, play equipment and garden fixtures or ornaments shall be subject to design approval. All other items must be stored in fully screened areas. No flags, other than the United States flag, can be displayed on building exteriors. . . No charcoal or wood grills shall be permitted anywhere within the development under any circumstances. Gas or electric grills shall be permitted provided a properly maintained fire extinguisher is located nearby. Any exterior grill, when not in use, shall be covered with a cover manufactured for that purpose which is clean, unblemished and untorn.

Front porches are intended to be sparsely furnished. They shall not have more than 2 chairs and one hanging wooden swing.

Hammocks are permitted in rear yards but not on rear porches.



## **UNDER BUILDING STORAGE AREAS**

All storage areas shall be screened with white lattice panels.

## **PROHIBITIONS**

The following site elements are expressly prohibited, except as installed by the Developer:

- Garages, carports, and driveways,
- Wire, chain link and barbed wire fencing,
- Mailboxes,
- Antennas,
- Satellite dishes in excess of one meter (all dishes require prior approval)
- Clothes lines,
- Domed skylights.

## **LANDSCAPE REQUIREMENTS**

The provisions of this section are intended to promote and maintain the aesthetic character of Roosevelt Annex to provide for the preservation of the vegetation existing within Key West Golf Club. This section shall not be construed as to prohibit the use of creative design in landscaping. The plans must also meet the requirements of the City of Key West Landscape Ordinance.

## **EXISTING VEGETATION PRESERVATION**

The Owner shall preserve existing indigenous vegetation and trees on each site and site plans shall reflect this effort. Appropriate procedures consistent with the best practices of tree preservation must be employed at each site. Removal or transplanting of any trees must have the approval of the City of Key West Tree Commission. All Melaleuca, Australian Pines, Brazilian Pepper, and Leatherleaf, which are extremely invasive exotic plants, must be removed from the site.

## **GROUND COVER**

All portions of each site which are not devoted to building, paving, or special landscape features shall have complete plant ground coverage. Mulch shall not be utilized except as incidental to formal planting beds. Concrete, brick, keystone, interlocking pavers with straight edges or butt jointed pavers and wood deck patios are also permitted in front yard, provided a perimeter planting area no less than three feet in width is maintained. Wood decking will only be permitted in rear yards. Bare earth areas are prohibited.

## **YARD LANDSCAPING**

Every yard shall be completely landscaped.

Every yard shall have a hard surface front walk connecting the stairs to the sidewalk. The surface shall be either concrete, brick, keystone, interlocking pavers with straight edges or butt jointed pavers or wood deck. All other walks within the yards shall be of these surfaces.

The front yards shall include densely planted foundation flower beds, perimeter plantings, one large tree/palm and one smaller tree/palm. Rear yards shall also include one large tree/palm and one smaller tree/palm plus densely planted perimeter planting beds. See below and the landscaping examples in the appendix for minimum tree/palm heights

and calipers and minimum planting quantities. The amounts shown are minimum and larger amounts will be required for larger yards.

All other areas shall be covered by either: 1) patios or walkways consisting of wood deck; 2) living plant ground cover; 3) formal planting beds in which mulch is used only incidentally; or 4) sod.

In the case of narrow side yards where sod does not thrive, living ground cover and butt jointed pavers are recommended.

All yards shall include underground irrigation systems that adequately water all landscaping. See the separate section below on irrigation for more detail.

## **LAWNS**

All lawns shall be St. Augustine which may be installed by sodding. The term "sodding" shall be construed to mean the application of a solid cover of sod upon the surface specified except where the landscape plan calls for an acceptable ground cover. Solid sod shall be used in swales or other areas subject to erosion.

## **GROUND COVER PLANTS**

Ground covers are encouraged and may be used in lieu of grass and shall be planted in such a manner as to present a finished appearance and substantially complete coverage within six (6) months after planting.

## **TREES**

Large trees shall be of a species attaining an average natural spread of crown greater than twenty-four (24) feet and trunks which can be maintained in a clean condition and with more than seven (7) feet of clear trunk. Trees having an average natural spread of crown of less than twenty-four (24) feet may be substituted by a grouping that shall meet the spread requirements. Ornamental trees shall be of a species attaining an average natural spread of crown greater than twelve (12) feet.

## **VINES**

Vines shall be a minimum of thirty (30) inches in height immediately upon planting and staked when used against walls, post or bannisters.

## **SHRUBS**

Shrubs shall be utilized for screening purposes herein defined and shall be not less than thirty-six (36) inches in height at time of planting and shall not be planted more than thirty (30) inches on center and shall be maintained to form a continuous, opaque visual screen. Materials selected shall attain a minimum four (4) feet height within one (1) year after planting and be capable of forming a closed hedge at six (6) feet in height. Shrubs may be used to screen yard areas. Combined planting and screen walk may be used at the discretion of the landscape architect and with approval of the Committee. All hedges should be designed to reach six (6) feet in height with taller intermittent plantings.



## **BERMS**

Landscape berms which are sodded or planted at the time of construction shall be permitted. Where berms are used they shall be at least three (3) feet in height with additional landscaping at least one (1) foot in height.

## **VIOLATIONS**

Failure to properly maintain all landscape material and to promptly remove and replace any dead landscape material shall constitute a violation of the Declaration. Further, once a landscape plan has been approved by the Architectural Control Committee for a particular site, the Owner shall develop and maintain the site in strict accordance with the approved landscape plan. Upon approval by the Committee of the landscape plan and the construction plan, the Owner may not change or modify the plan or the site landscaping installed pursuant to such approved plan without the expressed, prior written approval of the Committee.

See the provisions in Sec. III, Special Provisions, Maintenance for the procedures to be followed in the event of violations.

## **IRRIGATION**

The Owner, shall maintain, and properly utilize an automatically controlled landscape irrigation system for each site. Irrigation installation shall be performed by a contractor engaged full time in the installation of automatic underground irrigation systems. Such irrigation system shall be designed to conserve water and apply water in amounts appropriate to the plants and season. Irrigation devices shall not be installed above finish grade within roadside and pedestrian areas and adjacent roadway rights-of-way in such a manner as to be hazardous to pedestrian traffic. The system shall be designed and maintained so as to keep off-site walks and roads dry.

## **LIMITATIONS**

All landscape materials shall be planted in a manner which will not impede or create a hazard for vehicular or pedestrian traffic.

## **EXEMPTIONS**

The Association is authorized to grant common sense exemptions when the intent of these Guidelines may be better served by alternate methods. All such exemptions shall be based on unique conditions of the yards in question. An owner whose request for exemption is denied by the Association may appeal to the Architectural Review Committee which shall make a final decision based on its sole good faith discretion.