

**ROTONDA SANDS CONSERVATION ASSOCIATION, INC.**

**Design Review Manual  
Guidelines for New Construction  
March 2020 (Updated 2-2024)**

Recorded Deed Restrictions provide for Architectural Review and Approval by the Rotonda Sands Conservation Association, Inc., (the Association) for any type of New Construction. The following guidelines apply for residentially zoned lots and are to be used in conjunction with the Deed Restrictions and any other guidelines as established by the Design Review Board. For construction on commercial lots refer to the separate Architectural Control Guidelines and Uniform General Requirements for Commercial Lots.

**Prior to the start of any construction, the following forms & items must be submitted to the Design Review Board for review:**

Note: All submitted plans and other required items shall be retained by the Association.

1. A completed current Application for Architectural Review form found on Association website at [www.rotondasands.com](http://www.rotondasands.com).
2. A complete set of building plans and specifications as submitted to Charlotte County.
3. A boundary & topographical survey of the Property by a registered mapper/surveyor.
4. A site & drainage plan for the Property as required by Charlotte County
  - For canal or lake front lots: The distance from the rear lot line to the water's edge must be shown with spot elevations at the top of the canal or lake bank and at the water's edge.
5. A complete set of any swimming pool plans as submitted to Charlotte County. Note that above ground swimming pools are not permitted.
6. An extra copy of the site plan showing a detailed landscape plan including any required Charlotte County tree points and a sight screen plan for outside equipment and trash cans. Landscape plan to include size of plants/trees. The sight screen plan should include material, type, color, and style for outdoor equipment except A/C Units, and a mandatory sight screen for garbage cans or tool/equipment of at least 5' tall on the garage side of the home. (For further information see the Fence and Sight Screen Guidelines).
7. Colors for exterior main, trim, front door, garage door, soffit, and window frame colors **including manufacturer's chips with color codes**. Not required for the color White.
8. Roof colors and materials (description of color, name of manufacturer, and code number and picture). Samples from the manufacturer may be required.
9. A non-refundable plans review and inspection fee of \$400 payable to Rotonda Sands Conservation Association, Inc. **After two plan reviews** there is an additional fee of \$100 payable to Legacy Property Management.
10. A refundable New Construction Compliance fee of \$5,000 payable to Rotonda Sands Conservation Association, Inc.

**Single Family Construction Review Specifications:**

1. Review and approval will be based on a standard of aesthetically pleasing exterior design in line with current upscale new construction as well as a sense of harmony and compatibility within the subdivision.

2. Square Footage:
  - a. Minimum air-conditioned living area: 1600 ft<sup>2</sup>
  - b. A variance may be granted on smaller lots measuring 75 feet wide by 100 feet deep for a dwelling consisting of not less than 1,500 square feet PROVIDED that the dwelling includes a pool of acceptable size and quality as determined by the Board.
3. Building Height:
  - a. Two story homes or homes with enclosed parking underneath will be considered on a case-by-case basis taking into consideration size and orientation of the lot, exterior elevation transitions between adjacent lots, and other aesthetic impacts.
4. Exterior Elevations:
  - a. The same exterior elevation on adjoining lots is not allowed, whether or not the garage is reversed. Builders are responsible to ensure that front elevation and paint colors are not the same on either the left or right of the property, as well as being sensitive to home across the street.
  - b. Long blank exterior wall expanses that lack windows, doors, landscaping or a cementitious design will not be permitted.
  - c. Decorative banding, motifs or quoins must be of a raised cementitious design.
  - d. Exterior block walls must have a cementitious finish.
  - e. Stem wall foundations are mandatory for all perimeter walls of the house including but not limited to pool decks, patios, lanai, and any deck. Alternative methods must be approved by the Board.
  - f. Siding on exterior walls may be approved and will be considered on a case-by-case basis.
  - g. Exterior elevation designs must contain a minimum of two (2) of the following features:
    - Columns
    - Raised quoins
    - Raised decorative bands
    - Visually interesting front window design
    - Architecturally pleasing front entries
    - Roof & exterior wall offsets
5. Windows:
  - a. Minimum of 2 windows or 1 window and 1 paneled door are required on both left and right elevations to break up long blank wall expanses. Window bands **must** be added to the sides and front of the home.
  - b. Minimum of 1 window of at least 8 square feet is required on the front elevation in addition to any window glass incorporated in the front door or its side panels.
  - c. Visually interesting window designs are required on the front elevation.
  - d. Glass block on exterior elevations will be considered on a case-by-case basis.
6. Roof Design:
  - a. Minimum roof pitch is 5/12.
  - b. Minimum main roof overhang is 18 inches with 6-inch fascia board.
  - c. Minimum 6-inch overhang for bay windows and abutments (bump-outs).
  - d. Gable or high front entrance hip ends may be less than 18 inches and will be considered on a case-by-case basis.
  - e. Flat roofs for any construction are prohibited.
  - f. Shingle roofs must be of the “dimensional or architectural” type.
  - g. Tile roofs must be glazed or sealed.

- h. Metal or metal-based roofs may be permitted and will be considered on a case-by-case basis.
  - i. Installation of Roof Gutters or acceptable alternatives are strongly encouraged for proper site drainage.
7. Garages:
- a. Garages must be attached to the main structure.
  - b. Garage Size: Minimum 2-car garage with at least 425 ft<sup>2</sup> and at LEAST 400 sq ft. of **unobstructed** interior garage space.
  - c. Minimum two 8-foot-wide overhead garage doors, one for each bay, or a single 16-foot wide door for double bays. Once the minimum garage size and garage door standards are met, additional bays shall not be subject to the 8-foot minimum door width.
8. Landscaping/Hardscaping:
- a. The Landscaping Plan (required) must contain quality turf, plants, trees and mulch beds. The use of stone, shell or mulch cannot exceed 10% of the pervious lot area.
  - b. Landscaping is to be strategically placed along exterior elevations to soften the appearance of extensive areas of cementitious walls and enhance the beauty of the structure. **The front corners of the home must be wrapped with landscaping plants of at least 3 gallons and 50% of the left and right elevation must be landscaped. Size of plants/trees to be shown.**
  - c. Perimeter Fences are limited by the adopted Fence Guidelines and may not extend beyond the front of the home.
  - d. All driveways must be concrete or paver block type construction with a main area 2 lanes wide.
9. Sight Screening:
- a. PVC or concrete fencing is **mandatory** on the garage side of the home to sight screen trash containers/tools that may be stored outside of the garage.
  - b. Sight screening is limited by the recorded Deed Restrictions and adopted Sight Screen Guidelines.
  - c. Air conditioner compressors cannot be elevated on a wood foundation.
10. The Association Will Not Approve:
- a. Mobile, modular, manufactured homes or similar structures
  - b. Metal swale pipes
  - c. Flat roof designs
  - d. Carports
- 11. Electrical must be run UNDERGROUND**
12. All setback requirements are per Charlotte County code.
13. New products, materials or exterior colors may be submitted to the Association for consideration.
14. Construction specifications not covered by the Design Review Manual Guidelines will be considered on a case-by-case basis.
15. Effective 08/17/2022, all power lines must be underground from the pole to the home.

**Boat Docks & Landing Platform Standards:**

No boat docks, landing platforms, or similar structures may be constructed, erected, or maintained

by an Owner on the Common Property without the express written consent of the Board of Directors of the Association, which consent may be withheld in the sole and absolute discretion of the Board of Directors. Installation of a boat dock, landing platform or similar structure will require compliance with Board adopted guidelines including but not limited to architectural review and signed agreements with maintenance, insurance, and indemnification provisions.

### **New Construction Compliance Program:**

The Association may establish and from time to time modify the rules regarding the New Construction Compliance Program. Further, the Association may modify the schedule of fees and/or deposits to ensure compliance with and to cover costs related to the administration of the New Construction Compliance Program. Please refer to the separate New Construction Compliance Program for details.

### **Changes to Plans and Specifications:**

Any changes in house plans after the plans have been reviewed and approved by the Design Review Board **must also be approved**. Such changes shall include but not be limited to changes in roofing materials or color, exterior wall and trim colors, all exterior (elevation) design changes, and any other deviations from the original approved application. Application for changes must be made using the “Request for Review of Proposed Residential Modification” form which may be obtained from the website or Association office.

### **Expired Building Permit or Change of Builder/Contractor:**

In the event of an expired, cancelled, or voided Charlotte County building permit or a change of the Builder/Contractor the following shall apply: The Owner/Builder must notify the Association immediately. The current Builder/Contractor or Owner must re-submit a new application, plans and specifications along with a \$400 plans and review fee prior to the restart of construction. A change of Builder/Contractor will require a new \$5,000 refundable New Construction Compliance fee. The previous Clean Site Deposit may be forfeited and retained by the Association.

### **Association Authority:**

1. The Architectural Review process will only begin after the receipt of a complete application. A completed application must include the notarized signature of all owners, and all requested documents, monies, and color samples. Approval shall be effective for a period of one (1) year from the effective date of such approval. **Builder/Owner must notify Association in writing of Construction that may last longer than 12 months with the reason and necessary extension of time necessary.**
2. Disapproval of plans & specifications that are deemed unsuitable, unacceptable, or inappropriate for the subdivisions are based on the sole and absolute discretion of the Association.
3. The Association’s Design Review Manual construction specifications may be subject to change from time to time and are not solely limited to the items referenced in this Design Review Manual.
4. Any case-by-case Association approval will be for a single use only and will not be considered a precedent.
5. Any construction or work for which plans, specifications and other materials have been approved must be completed within one (1) year from the commencement date unless otherwise approved by the Board.

### **Non-Liability:**

The review and approval, or disapproval, of all plans and specifications submitted for any proposed new construction shall not be deemed approval or certification of the proposed construction for structural

safety or conformance with building or other codes. The Association shall not be liable to any Owner or any other person or entity for any loss, damage, or injury arising out of or in any way connected with the performance or nonperformance of the duties hereunder or the approval or disapproval of any plans or specifications.

**Inspections:**

Article 7, Section 8 of the Deed Restrictions provides, among other items, that the Association reserves the right, but not the obligation, to inspect construction as it proceeds. The purpose of any inspection would be to determine that construction is in compliance with the approved plans, specifications and the Deed Restrictions. The Association can impose fines of \$100 a day per violation for non-compliance with the Approved Plans, or may issue a stop work order. Sites must be kept clean and will be fined after 48-hour notice. It is the contractor’s responsibility to notify management of name, phone number, and email address of contact person for notifications on the original construction application.

**Enforcement:**

Failure to adhere to this Design Review Manual or The New Construction Compliance Program is a violation of the Deed Restrictions. The Property Owner is responsible for any Deed Restriction violation. The Association enforces the Deed Restrictions. The Association can impose fines on the Property Owner for Deed Restriction violations.

IT IS A MANDATORY REQUIREMENT to keep your site clean and to secure your site at least 48 hours in advance of a named storm.

Please contact us if you have any questions and thank you for building in Rotonda Sands. Completed application forms, plans, & specifications and fees may be delivered to the Association:

**The Rotonda Sands Conservation Association, Inc.**

**Mailing Address:**

**Rotonda Sands Conservation Association, Inc.**  
c/o Legacy Property Management  
642 N Indiana Avenue  
Englewood, FL 34223  
Email: [bthomas@legacygroupswfl.com](mailto:bthomas@legacygroupswfl.com)



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Owner Signature

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Builder Signature

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Date

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Date