

The Villages®

DESIGN REVIEW COMMITTEE

**DEVELOPMENT
DESIGN
CRITERIA**

LAKE, SUMTER & MARION COUNTIES FLORIDA

December 2020



Development Design Criteria for Commercial Sites

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The Villages®

Development Design Criteria for Commercial Sites

I. GENERAL

1. The purpose of this document is to establish the General Review Process and Design Guidelines necessary to preserve the unique aesthetics and design qualities which characterize The Villages. The overall intent of the design review process is to achieve consistency in the thematic design elements of site layout, architecture, landscaping, signage, lighting, and all related aspects of site development, while creating diversity in the variously themed areas of the community.
2. This consistency of design character creates the image of quality that has made The Villages a uniquely attractive environment for business and has united the various commercial parcels through the continuity of aesthetic character. The Development Design Criteria standards that have achieved these results will be enforced for all site development subject to approval by The Villages Design Review Committee (hereinafter referred to as "The Villages DRC"). The Villages DRC consists of The Villages' Design Architect, Landscape Architect and Civil Engineer.
3. It must be emphasized that this is generally a subjective process, even though certain requirements of this document are technical and objective in nature. The element of subjectivity allows The Villages DRC to work with each Owner(s) of property subject to the provisions listed below and their agents responsible for design and development of any site (hereinafter collectively referred to as "Parcel Developer") in order to achieve the intent and objectives of The Villages Development Design Criteria while allowing the flexibility to create an effect that imparts both continuity and diversity to The Villages. The expected effect is therefore best demonstrated by similar existing projects that have recently been approved by The Villages DRC. The Parcel Developer will be required to follow suit with these established examples.
4. The continued success of this process depends on enforcement of these Development Design Criteria standards during the construction of the project, and further, after its completion for the duration of its operation and management. Therefore, attention is required equally for those provisions that apply during the construction of the project, and that govern the perpetual maintenance of the business once it is open and in operation
5. The provisions of the Development Design Criteria shall be covenants running with the land.

II. ENGINEERING SITE PLAN REQUIREMENTS

1. SITE PLAN PREPARATION AND SUBMITTAL

- A. All final site plans must include the following information, as applicable. The list below is not intended to represent everything that is required on each sheet but is intended to guide the Parcel Developer as to the type of information The Villages DRC will be looking for.
- B. TITLE SHEET must include:
 - 1) Location Map
 - 2) Legal Description
 - 3) Owner/Consultant Contact Information (name, address, and phone numbers)
 - 4) Index List of Sheets
 - 5) Required Notes

"No changes shall occur to the layout, design or any other aspect of the plan, without resubmittal and subsequent approval by The Villages DRC of any requested revisions. Upon completion of the site work, The Villages DRC's representative will inspect the finished construction and determine whether the completed job meets the approved submittal plans and specifications. Any deficiencies found by The Villages DRC's representative will be identified in writing to the Parcel Developer, who shall immediately take all corrective action necessary to remedy any deficiencies. Final approval from The Villages DRC shall be obtained prior to submittal of the final certification of completion to the governing authority having jurisdiction by the Project Engineer."

C. SITE PLAN must include – as applicable to the project:

1) Site Data:

Zoning: _____

Site Area: _____ s.f. (_____ ac.)

Proposed Use: _____

Type of Building Construction: _____

Building Height: 35 ft. (max.)

Setbacks: _____ ft. from _____

_____ ft. from _____

_____ ft. from Interior Property Lines

2) AREA FOR TOTAL SITE:

Impervious Area – Building: _____ s.f. (_____ ac.) - _____% of site

Impervious Area – Parking/Sidewalks: _____ s.f. (_____ ac.) - _____% of site

Total Impervious Area: _____ s.f. (_____ ac.) - _____% of site

Pervious Area/Open Area: _____ s.f. (_____ ac.) - _____% of site

Total Site Area: _____ s.f. (_____ ac.) - _____% of site

3) Parking Space Data:

Parking Required: _____: _____ s.f. / _____ = _____ min.

Parking Provided:

Total Parking Spaces Provided = _____

Handicap Spaces Provided (per Florida Accessibility Code) = _____

10 ft. x 18 ft. standard spaces = _____

- a) All parking areas must be paved and curbed. Parking spaces must be 10'x18' (12'x18' for handicap spaces) if overhanging grass or sidewalks. Sidewalks adjacent to parking stalls must be 7' wide. Parking spaces "head-to-head" must be 10'x20' (12'x20' for handicap spaces). An extruded concrete curb similar to FDOT Type "D" curb is preferred. Valley gutter across driveway connections is discouraged. Wheel

stops are not allowed except for handicap spaces that may be flush with the adjacent sidewalk.

4) Dimensions

5) Sign Location (only monument & directional signs may be allowed)

6) Dumpster Enclosure

- a. Dumpster pads with solid enclosures and solid gates are normally required. Businesses with minimal trash generation may elect curbside collection. Food preparation businesses must install a dumpster pad drain connected to a grease trap. Minimum inside dimensions are 11'-4" wide by 10'-0" deep by 6'-8" tall. A 10' concrete apron is required. FF elevations should be 6" above the concrete apron. Plans must specify material for enclosure, material for gates, color of exterior and color of gates. Dumpster enclosure finishes shall match the architecture of the building and Approved by The Villages Design Architect. Refer to The Villages Standard Details.

7) Boundary Bearing and Distances

8) Building setbacks

Setbacks must be shown as a dashed line on the plan. The Parcel Developer is encouraged to contact The Villages, since special setbacks may have been approved by the governing authority having jurisdiction.

9) Handicap Spaces and Signs

All handicap signs must be installed on "decorative" posts in accordance with The Villages Details (available in AutoCAD format) and should be located 1 foot behind the rear of the sidewalk or a minimum of 8' behind the front edge of the sidewalk or curb, if appropriate. For "head-to-head" handicap stalls the sign must be protected by a concrete encasement. Signs shall not be mounted on building walls.

10) Traffic Signs and Striping

- a. All traffic control signs (including handicap-parking signs) must be installed on "decorative" posts in accordance with The Villages Details (available in AutoCAD format). Stop signs should be no larger than 24" with the exception of driveways accessing arterial or collector roads at which time a 30-inch stop shall be utilized. All parking lot striping must be white. All lane and parking stall striping must be 4".
- b. Safety Yellow paint is not to be use on site, especially not on curbs or bollards – High-visibility White paint is to be used in its place.
- c. Small-scale directional signage for individual sites shall also be subject to design approval by The Villages DRC and shall only be allowed if such signage is clearly directional - not advertising related - and if the need for such signage is agreed to by The Villages DRC.

11) Driveway pavement radiuses

- a. All driveway entrance radiuses must be 35' minimum and all driveway exit radiuses must be 25' minimum.

- 12) Utility Contacts (a list is available from The Villages)
- 13) Joint Use Easements for Shared Driveways, if applicable
- 14) Special Pavement Surfaces
 - a. All special pavement surfaces such as pavers, colored concrete, pool decks, walkways, etc. must be identified. Samples may be required.
- 15) Retaining Walls and Screen Walls
 - a. Describe wall finish, i.e., paint, brick, split face block, etc. and color.
- 16) Monument and directional sign locations with setbacks from property lines
 - a. Sign sizes, color and text will be reviewed by The Villages Design Architect.
 - b. Additional monument sign standards are contained within the Architectural Sign Design Requirements section.
- 17) Locations of all ground-mounted air conditioners, transformers and switchgear, and gas meters. Transformer locations will be reviewed by The Villages DRC Landscape Architect to ensure proper screening.

D. GRADING AND DRAINAGE PLAN must include:

- 1) Existing Topography
 - a. Topographic surveys must be based on "The Villages datum" for projects lying north of S.R. 44. Contact Stephen Campbell, Clymer Farner Barley, Inc. (352) 748-3126 for benchmark locations.
 - b. Topographic surveys for projects lying south of SR 44 must be based on NAVD 1988.
- 2) Trees (6" & larger)
- 3) Proposed Grades
- 4) Storm Sewer Lines & Inlets, including pipe lengths and % grade
 - a. In most cases, a master stormwater plan has been approved by the Southwest Florida Water Management District (SWFWMD). Contact, Clymer Farner Barley, Inc. (352) 748-3126 for permit numbers, drainage basin info, etc. If an on-site retention basin is required, calculations submitted to SWFWMD must be included. Fences around basins are not allowed. Curb inlets are preferred; grate inlets in drive aisles are discouraged.
- 5) Finished Floor elevations
- 6) Roof Drain Collection System
 - a. Downspouts are required for all roof areas, including canopies.
 - b. Downspouts are not allowed to discharge onto grass or landscape areas and must be connected to the site stormsewer system by piping.
- 7) Landscape Berms

- 8) Proposed Grading to Streets, Property Lines, etc.

E. UTILITY PLAN must include – as applicable to the project:

- 1) Water (potable, non-potable, and irrigation) mains, service lines, and meters.
 - a. All water related facilities, up through and including the backflow preventer, must be per The Villages Details (available in AutoCAD format). Main sizes should be called out on the site plan. Tie –ins to existing mains – if applicable – shall be shown on the plans. Joint restraint is required.
 - b. The various Water / Sewer Utility Companies within The Villages requires water meters to be located as close to the Public Right of Way as possible. Utility easements are required around all water mains and service lines up to and including the proposed water meter.
- 2) Sanitary Sewer Collection mains, manholes, lift stations and forcemains
 - a. Main sizes and manholes should be called out on the site plan. Tie-ins to existing mains – if applicable – shall be shown on the plans.
- 3) Power, natural gas, telephone, CATV, irrigation sleeves
 - a. All utility routing/conduits/transformers, etc. must be included
- 4) Site Lighting
 - a. In most cases, site lighting (poles and fixtures) must match similar installations in the same vicinity. The Parcel Developer is encouraged to contact The Villages DRC, as special site lighting specifications are required.
- 5) Nearest Fire Hydrant(s) Location
 - a. If additional hydrants are needed on site, the minimum main size is 6” (if looped system); 8” (if dead end system). Minimum 500’ fire hydrant spacing in commercial areas. No obstructions within 3’ of fire hydrants. Locate hydrants 6’ – 9’ behind curb on roadways and 40’ from structures. Minimum 1 hydrant on both sides of structures over 30,000 sq. ft. If fire flow exceeds hydrant capacity, a second hydrant must be located within 500’ of the most remote portion of the structure. Painted fire lanes are not required. Reference The Villages Public Safety Department for further requirements and/or specifications.
- 6) FDC, if applicable
 - a. The Fire Department Connection shall be located remotely from the building. The FDC must be a single large diameter, aluminum 4” Storz type connection. The FDC should also be located within 100’ +/- of a fire hydrant. Dedicated fire mains must be C-900 DR 14 or Ductile Iron (minimum test – 200 psi for 2 hrs). No obstructions between FDC and street or parking area. Reference The Villages Public Safety Department for further requirements and/or specifications. FDC’s must be a minimum of 18” and a maximum of 48” above finish exterior grade. The fire department vehicle access must be a minimum 20’ wide and 13.5’ high; and no more than 30’ from structure.

7) Backflow Preventers

- a. Above-ground backflow preventers are generally not allowed. Backflow preventers for fire protection systems must be located in the vertical riser within the building. All low-hazard commercial installations must have a double-check backflow preventer (located underground). All high-hazard commercial installations, such as commercial car washes, laundries, film laboratories, hospitals, medical & dental offices, wastewater lift stations, etc., must have a reduced pressure zone (RPZ) backflow preventer (located above ground). If a RPZ backflow preventer is necessary, it must be located adjacent to the building wall and be screened with landscaping.

8) Grease traps

- a. Required for any business supplying food services.
- b. Required for dumpster enclosures that serve businesses supplying food services.

F. EROSION AND SEDIMENT CONTROL PLAN must include:

1) Silt Fencing

2) Inlet Protection (on-site and off-site)

- a. Hay bales are discouraged. Grate inlets should be protected by filter fabric on top of the grate. Curb inlets should be protected by sock pipe or similar pre-manufactured products.

3) Temporary Gravel Construction Entrance. Street sweeping if needed.

4) Summary of Installation, Maintenance, and Inspection procedures for Erosion and Sediment Control.

G. DETAILS

1) Details must be shown for: (Details are provided in PDF format and are in the Villages Construction & Development Manual).

a. Signs (traffic and handicap)

g. Water Meters

h. Gate valves and fire hydrants – if required

i. Handicap Striping, Curb, Ramp Details, etc. Exposed aggregate is preferred for detectable warnings. Truncated domes are discouraged.

j. Erosion Control

k. Dumpster Enclosure – if applicable (Details may be included with the building architectural plans, but copies of such plans must be submitted with the site plans)

f. Curb and Pavement Sections

III. LANDSCAPING & IRRIGATION PLAN REQUIREMENTS

1. LANDSCAPE DESIGN OBJECTIVES AND STANDARDS

- A. The overall objective for the landscape character of The Villages is to create a simple, strongly landscaped setting with an appropriate sense of scale for the various settings, facilities, and uses, utilizing plant material consistent with the currently approved species. The landscape treatment of individual sites may vary in character, depending on the approved architectural theme, and the scale and extent of the landscaping will be required to reflect that of the building, site, and setting, including other properties in the immediate vicinity that reflect approved designs. For all properties, the landscape treatment shall include adjacent rights-of-way of all public and private street frontages, for which the Parcel Developer shall be responsible to install and maintain perpetually.
- B. The consistency of the landscaping within The Villages is intended to add an image of quality to the community, and to harmonize its appearance through consistency of materials and continuity of design. To achieve that goal, it must be understood that these Requirements are interpreted via a subjective review process, and are not intended to be definitive “black and white” provisions like a municipal ordinance. These Requirements are thus general criteria that do not cover every aspect of what may be necessary for approval, but they serve the Project Landscape Architect as *guidelines* for thoughtful design. *The expected and required design effect is best demonstrated by previously similar projects that have been approved and built in the developed commercial and public areas of The Villages, and the Parcel Developer shall be required to follow suit with these established examples.* However, as the standards have been modified over time, not every previous project reflects current requirements.
- C. The design standards and approval process are unique to The Villages and will vary from and supersede the code requirements of any local government for which site plan approval may also be required. *Such local government site plan approvals shall be subsequent to and subject to The Villages DRC approval.* Because of this, and because certain sections of The Villages have different design themes which affect any landscape design, *it is **mandatory** that the Project Landscape Architect contact the appropriate DRC representative—in advance of commencing design—to review these Development Design Criteria and the site-specific issues which would affect their applicability for the subject project, to assist the Project Landscape Architect in efficiently preparing an acceptable submittal.*
- D. The required design character can be achieved through the use of a limited plant palette with skillfully arranged massing of similar plant materials especially along street frontages, at vehicular entries, service areas, around buildings, et cetera. Bed forms shall exhibit bed lines that are smoothly flowing and designed with consideration for ease of maintenance; choppy and convoluted bed lines are not acceptable, nor are small and oddly formed areas of turf that are visually inconsistent and hard to maintain. Areas that are too small to be designed and irrigated as turf shall be fully planted. Except within internal courtyards and areas not visible as public frontage, fussy small-scale residential garden-type landscaping design is unacceptable.
- E. The use of low-maintenance and native species is encouraged to reinforce the architectural elements through clean and simple plant massing. Consideration shall be given to using ornamental grasses and herbaceous species where appropriate, to avoid a predominance of woody ornamentals and the higher degree of maintenance they require.
- F. A Limited Approved Plant List is included in this section, however, the Project Landscape Architect may propose species not included on the List, subject to DRC approval. Local knowledge of plant material performance is essential, and the DRC will not approve materials that are not deemed appropriate for long-term success in commercial settings. Generally, species that are out of their proven range and—based on local experience of the DRC—cannot be expected to perform well in The Villages, or in specific conditions or applications, will not be approved.

- G. Any existing trees on the site should be respected during all phases of site design and development. The DRC may require specimen trees of high value—such as larger, healthy Live Oaks—to be preserved and incorporated into the design, if reasonably possible. Such trees and any valuable vegetation to be preserved shall require controlled clearing and grading operations, adequate root zone space, and innovative site/architectural design to accommodate specific tree locations. Any damage to existing landscaping or other site improvements, which by approval of the parcel development plans were intended and expected to be preserved from such damage, shall be immediately repaired and replaced to their previous condition at the Parcel Developer's expense, and subject to approval by The Villages DRC

2. PLANS PREPARATION REQUIREMENTS

- A. All landscape plans shall be prepared and administrated under the direction of a Florida-licensed Landscape Architect familiar with regional plant material and installation. In addition to the required per-design coordination mentioned above, the Project Landscape Architect shall be responsible for the following specific requirements of The Villages DRC:
- 1) Attending the onsite General Pre-Construction Meeting as scheduled by the DRC at the time the project is about to commence construction.
 - 2) Attending the subsequent onsite Landscape Pre-Construction Meeting as scheduled by the DRC at the time the irrigation and landscape installation is about to commence.
 - 3) Conducting the onsite Final Inspection of the irrigation and landscaping as scheduled by the DRC once the project is ready to be reviewed for final acceptance by The Villages.
 - 4) Providing the usual and necessary Construction Administration to ensure that the work under his/her purview is properly executed. The DRC and its designees will monitor the project's implementation to ensure that The Villages' requirements are met, but that will not take the place of responsible onsite CA required by the Project Landscape Architect.
- B. REQUIRED PLAN NOTATIONS: The following notes shall appear on all landscape and irrigation submittal plans:
- 1) "This plan has been approved by The Villages DRC. No changes shall occur to the layout, design, plants, mulch, sod, or any other aspect of the plan, without application to and approval by The Villages DRC. This plan shall be maintained in perpetuity as originally approved and installed, by the Parcel Developer, his franchisee, operator, manager, and maintenance personnel, including any successors and assigns."
 - 2) "Upon completion of the irrigation and landscape installation, The Villages DRC shall be contacted by the Owner and/or his representatives to inspect the site to determine whether the completed job meets the form, intent, and quality called for in the approved submittal plans and specifications, and whether additional landscape measures may be required to meet The Villages' Development Design Criteria, in the opinion of The Villages DRC's representative, due to conditions and circumstances that were not indicated by the submittals provided. The Parcel Developer shall be responsible for contacting The Villages DRC to specifically request a landscape inspection by The Villages DRC's representative, upon completion of the installation. Any deficiencies found by The Villages DRC's representative will be identified in writing and submitted to the Parcel Developer, who shall then be responsible for immediately taking all corrective action necessary to remedy the deficiencies."

- 3) "The Owner and/or all successors and assigns, shall provide perpetual grounds maintenance to insure generally that: all grounds and landscaped areas shall be kept free of trash, leaves and dead landscape material; all landscaped areas shall be maintained regularly, including trimming, fertilization, mowing, and replacement of diseased, damaged, or dead plant materials as required; all annual/perennial bedding plants shall be replaced as necessary to maintain seasonal color; all irrigation systems shall be thoroughly inspected periodically, shall be kept in good repair, and shall be adjusted as necessary to provide continued proper coverage; all parking lots, sidewalks, and other areas shall be swept regularly and otherwise kept free from accumulations of grass clippings, leaves, and other debris; any exterior lighting shall be periodically checked, lamps replaced, and aiming adjusted, as required. No trees shall be topped or unnaturally and abusively pruned at any time. Any trees so damaged shall be subject to immediate replacement per the original plan."

3. LANDSCAPE MATERIAL STANDARDS

A. Site landscape plans shall be designed considering the overall objectives of this section, with specific consideration given to the design elements outlined below. (See the Limited Approved Plant List for particular plant species.)

- 1) Large shade trees shall be full-headed specimens, four inches in caliper or larger (at a point 6" above the ground). They shall be used for shade or features, either singly or in clusters.
 - a. The number of Approved Large Shade Trees (which shall only be Live Oaks) to be planted on each site shall bear the following relationship to the overall parking area:

<u>Parking Spaces Provided</u>	<u>Minimum Required</u>
50 spaces (or less)	1 tree per 5 spaces, or fraction thereof
Above 50 spaces	10 trees plus 1 tree per each 10 spaces over 50, or fraction thereof
 - b. At least 50% of the required trees shall be located in sufficiently sized and designed landscape areas within the parking areas to provide shade and mitigate the appearance of expansive paved areas. The balance of trees shall be appropriately located within the other landscaped areas of the site. Under some circumstances, The Villages DRC may approve a reduced number of required trees.
 - c. The Project Landscape Architect shall ensure ample spacing between shade trees and other shade tree, ornamental trees, buildings and building features, light pole, and other site elements in order to prevent conflicts and allow ample space for the characteristic long-term growth of the trees. In general, spacing for trees shall be 50'+ between shade trees and other shade trees; 40+ between shades trees and ornamental trees and palms; 15 - 30' between trees and light poles (depending on tree type and type of light), 25'+ between shade trees and structures; and 8 – 15' between ornamental trees or palms and structures. Such spacing may vary pursuant to DRC approval, based on given circumstances.
- 2) Evergreen or deciduous trees shall be used as specimens or in groupings for general background planting, screening, and framing of buildings or views. They may also be used as free-standing elements for spatial effects.
- 3) The use of palm trees as specimens or in groupings of staggered heights is encouraged for providing a human scale effect and as a unifying treatment in character with the architectural theme of certain areas within The Villages. This use may be specifically required by The

Villages DRC for taller buildings needing such scaled effects. Palm heights shall reflect existing examples for similar species.

- 4) Small shade and ornamental trees may be used as individual specimens, grouped formally, or in randomly arranged clusters as foreground plantings. They may also be grouped for accents or other effects requiring seasonal color. Such trees shall be 30 gal. container size or larger.
- 5) Shrubs, accent plants, and ornamental grasses shall be massed for screening, background, planters, and foundation plantings. Their use is required in particular to provide screening and buffering of parking and vehicular circulation areas from offsite views. They may also be used as free-standing elements as low landscape features, but should always be used in significant masses. Shrubs of appropriate size shall be used to provide the most effective and immediate possible screening for utility gear, transformers, service areas, loading zones, and/or other areas deemed by The Villages DRC as necessary to be screened. The use of ornamental grasses and herbaceous species is strongly encouraged to limit the gratuitous use of woody ornamentals and reduce the maintenance they require.
- 6) Groundcovers should be used on all slopes steeper than 3:1 to provide erosion control, and an appropriate visual appearance. They may also be used in any bed areas either alone or in combination with other plant material for a massed effect. Annuals and perennials may be used in appropriate areas for seasonal color, but the Parcel Developer shall be responsible for regular and full periodic replacements as needed for any bedding plant areas indicated by the approved landscape plan, to keep them in prime condition at all times.
- 7) All plant beds shall be mulched with Pine Straw, and shall be maintained in perpetuity using Pine Straw. No other mulch, including stone, will be allowed, except that The Villages DRC may approve the use of specific types of rock in areas with special drainage concerns.
- 8) Annuals and perennial beds are not required by The Villages for commercial sites but they may be used appropriately for entries and feature areas as seen at other existing projects. If included in the approved landscape plan, the Parcel Developer shall be responsible for regular and full periodic replacements as needed for any bedding plant areas, to keep them in prime condition at all times.
- 9) Turf areas shall be planted with solid sod, interrupted only by paving, trees, or the mulched beds of other plant material. All turfs areas shall be composed of clean, weed-free “**Empire**” **Zoysia** sod or St. Augustine Pro-Vista sod, depending on the site location within The Villages. Unless otherwise specifically stated by The Villages DRC, the sod shall extend to the curb or edge of pavement in any and all areas of the site, requiring regrading and sodding of the rights-of-way. Annual ryegrass may be sown in the fall for aesthetic purposes or to provide temporary erosion control where necessary, e.g., areas under construction. Certain areas may be approved by The Villages DRC for seeding or sodding with other grass species, under some circumstances.
- 10) Earth mounds are intended to create a soft, gently rolling effect on otherwise flat terrain, and may be required in some areas by The Villages DRC. They must gradually taper into the surrounding area from a maximum slope of 4:1 and should have softly rounded tops for ease in mowing. When used repeatedly, mounds should create an irregular natural appearance with variations in both height and width. They are recommended as screening devices, with or without plant material, to lessen the visual impact of service and parking areas. Earth mounds may also be used where practical in front of setback areas for a soft visual effect. Although they may be used in combination with plant groupings, mounds are to be covered mainly in grass, with only clustered plant or tree groupings emerging. Trees shall not be planted directly on top of mounds.

B. LIMITED APPROVED PLANT LIST

- 1) This plant list is intended as a guide for plant species that may be included in landscape plans for commercial parcels, with proper consideration for using the “right plant in the right place,” as subject to approval by the DRC. While other plant species not listed *may* be approved for use by The Villages DRC's representative, it is intended that through the consistent repeated use of a core group of species, the overall community landscape effect will be unified. Cold tender, high maintenance, and otherwise unsuitable plant materials shall generally be avoided but certain species may be approved for certain applications and site conditions at the discretion of the DRC. Note that bedding plants including annuals and perennials are not listed, however they may be approved for use in limited areas for which the Owner/Parcel Developer acknowledges a long-term commitment to replace bedding plants on a routine basis, as needed, which may be several times per year.

Large Shade Trees

Quercus virginiana Live Oak

Large Trees/Palms (General Use)

Acer rubrum Red Maple
Butia capitata Pindo Palm
Magnolia grandiflora Southern Magnolia
Pinus elliotii Slash Pine
Quercus virginiana Live Oak
Sabal palmetto Sabal Palm
Ulmus parvifolia 'Drake' Drake Elm

Small Shade/Accent Trees

Betula nigra River Birch
Ilex opaca var. 'East Palatka' East Palatka Holly
Lagerstroemia indica Crape Myrtle
Ligustrum japonicum Ligustrum Tree

Shrubs/Accent Plants/Ornamental Grasses

Chamaerops humilis European Fan Palm
Cortaderia selloana Pampas Grass
Ilex spp. Holly
Illicium floridanum Anise
Juniper spp. Juniper
Ligustrum spp. Ligustrum
Nandina domestica Heavenly Bamboo
Podocarpus spp. Japanese Yew
Raphiolepis indica Indian Hawthorn
Rhapidothymum hystrix Needle Palm
Rhododendron spp. Azalea (Southern cultivars)
Pittosporum spp. Pittosporum
Viburnum spp. Viburnum
Zamia floridana Coontie

Groundcover

Hedera spp. Ivy
Hemerocallis spp. Daylily
Juniperus chinensis 'Parsonii' Parson's Juniper
Juniperus conferta 'Blue Pacific' Blue Pacific Shore Juniper
Liriope muscari Liriope (and cultivars)

Nandina domestica (dwarf cultivars)
Ophiopogon spp.
Trachelospermum asiaticum

Dwarf Nandina
Mondo Grass
Dwarf Confederate Jasmine

4. TREE PRESERVATION

- A. The Villages encourages and may require the preservation of existing trees, particularly those of significant size, character, and quality, such as mature Live Oaks. The Parcel Developer shall demonstrate reasonable efforts to preserve significant trees during site planning, and shall indicate existing trees and those proposed to be preserved or removed in all plan submittals. The Villages DRC reserves the right to require that certain trees be retained and protected on any given parcel.
- B. Preservation methods shall include the provision of barricades prior to construction; the use of retaining walls and tree wells; specialized root pruning at the limits of adjacent construction; avoidance of cutting or filling in the root zone; the provision of root aeration systems; and other measures, as may be prescribed by the Project Landscape Architect or arborist, and/or as may otherwise be required by the DRC.

5. LANDSCAPE INSTALLATION STANDARDS

- A. To ensure vigorous growth, and a minimum of maintenance problems, the following minimum standards are to be observed:
- 1) Selected plant material shall have a habit of growth that is normal for the species and shall be healthy, vigorous, and meet or exceed the measurements specified as the minimum acceptable sizes. All plants shall be Florida No. 1 or better as outlined under Grades & Standards for Nursery Plants, State Plant Board of Florida.
 - 2) The handling and planting of all landscaping shall conform to standard and accepted nursery practices, with regard to bed preparation, the addition of soil amendments, fertilizer requirements, proper planting techniques, watering in, mulching, and staking, which shall be outlined in detail in the project specifications to be included on or with the landscape plan submitted for review by The Villages DRC
 - 3) All landscaping and related work, all landscape lighting, and all signage lighting, as approved by The Villages DRC, shall be installed and complete at the time the building is ready for occupancy, unless other arrangements are agreed upon in writing in advance by The Villages DRC.
 - 4) Every building shall be appropriately and thoroughly landscaped in accordance with The Villages Development Design Criteria, and in accordance with the plans and specifications submitted to and approved by The Villages DRC.
- B. Any areas not covered with impervious surfaces shall be fully landscaped with an appropriate combination of mulch, sod, groundcover, shrubs, and trees. Unimproved property shall be seeded, if necessary, with grass or wildflowers and properly maintained until the start of construction.
- C. The Villages requires effective screening via walls or landscaping of all transformers, switchgear, air conditioning equipment, electrical boxes or assemblies, and other such utility gear. *The Villages reserves the right to require the provision of additional landscaping, upon inspection of the completed work, for any such utility gear that was not shown on the submittal plans and/or for which the submittal plans did not adequately provide screening.*

6. IRRIGATION DESIGN STANDARDS

- A. All landscaped and sodded areas are to be fully irrigated with an automatic irrigation system, excluding those areas deemed natural or low-intensity landscapes by The Villages DRC. Water sources shall only be those specifically allowed by The Villages. To ensure minimum installation standards, the following standards are to be observed:
- 1) The Parcel Developer shall submit plans for review by The Villages DRC showing head locations and types, main lines and lateral line routing, valves, controller(s), water source and/or point of connection to any existing water lines. It shall be the responsibility of the irrigation contractor to adjust the system on the site, and to provide 100% coverage under normal wind conditions. *Note: Drip tubing systems for irrigation of landscape beds—such as Rain Bird XFS, Netafim, or any similar systems—have proven to be unacceptable for long-term commercial use and are not acceptable.*
 - 2) Some parcel development may occur adjacent to sites with existing landscaping and irrigation. In some cases, existing irrigation lines may run through rights-of-way or easements fronting such sites to be developed. It shall be the Parcel Developer's responsibility to contact The Villages DRC's representative in advance of any design or construction to ascertain any potential impacts on existing irrigation systems; this shall include making changes or modifications to the system for these purposes, as may be necessitated by new construction, at the direction of and subject to approval by The Villages DRC's representative.
 - 3) Because The Villages and all development parcels within The Villages are subject to stringent water consumption limitations, all irrigation systems shall be designed with maximum attention to water conservation techniques. These shall include, but are not limited to: separation of zones for turf, beds, and annuals; use of pressure regulating heads and valves; triangular spacing of heads for efficient 100% coverage; use of *approved* types of drip and low volume heads; provision of rain sensors; and use of in-head check valves for low heads to prevent loss of water. Plans which do not reflect the use of such provisions to conserve water shall not be approved by The Villages DRC.
 - 4) The system shall be fully automatic. All circuit pipe shall be Class 160 PVC or better. PVC mains shall be Schedule 40 PVC. Spray and rotor heads shall not be combined on the same zones. All pop-up rotors shall be connected to the supply lines with swing joints or flex hose, as shall all spray heads located next to drives or roads.
 - 5) All pipe and control tubing routed under roads and paved areas shall be sleeved and placed in a minimum of 24 inches below grade and backfilled with clean sand. No rock shall come in contact with the PVC pipe.
 - 6) Irrigation piping shall be installed in trenches with a minimum of 12" of cover, except where specific permission is obtained in writing from The Villages DRC for less cover due to existing conditions. The irrigation contractor shall exercise care in digging and work so as not to damage existing facilities; the irrigation contractor shall be responsible for any damage caused by his representatives or his work. Where trenching is required within the drip line of trees to be preserved, this work shall be routed under or around major roots by hand digging.
 - 7) Irrigation heads shall be set so that the final level of ground around the heads conforms to the surrounding grades, or as otherwise specified. Risers are considered unsightly and hazardous and shall be prohibited in any situation where 12" pop-ups, underthrowing, or other coverage methods can be used. Where the use of risers is approved by The Villages DRC's representative, they shall be Schedule 40 PVC and all visible equipment shall be painted with flat brown or black enamel paint so as to blend with the surrounding material.

- 8) All irrigation backflow devices shall be in vaults if possible; otherwise, exposed free-standing backflow devices shall be permitted in locations specifically proposed to and approved by the DRC. Rain sensors shall be mounted in an obscure but unobstructed location.
- 9) The irrigation system shall be programmed to operate during non-business hours, and in accordance with any applicable Villages or Water Management District restrictions.
- 10) The irrigation contractor shall adjust all heads and automatic equipment upon completion of installation to provide optimum performance.
- 11) After completion, testing, and adjustment of the system, the irrigation contractor shall instruct
 - i. the Parcel Developer's maintenance personnel in the operation and maintenance of the system.

7. POST-INSTALLATION MAINTENANCE REQUIREMENTS

- A. It is a requirement for all commercial projects in The Villages that the Landscape Contractor that installs the project perform the first year's landscape maintenance for the project, commencing at the time or project turnover to the Owner/Parcel Developer ("Tenant"). The Project Landscape Architect shall clearly indicate this requirement on the plan and in the project specifications, requiring the Landscape Contractor bidders to submit the one-year maintenance contract price with the installation bid, as a separate line item but inclusive in the total job cost.
- B. It is expected that the installing Landscape Contractor has the in-house capability to provide the one-year maintenance services required. If the installing Landscape Contractor is not also in the maintenance business and does not have such in-house capabilities, it shall be their responsibility to sub-contract this service and include it in their bid for the project, as specified. Only a qualified, licensed and insured local landscape maintenance company may undertake this sub-contracted responsibility, and the specifics of such an arrangement shall be subject to DRC approval.
- C. It shall be the Project Landscape Architect's responsibility to see that this requirement is enforced through his/her Construction Administration duties for the project. The DRC likewise shall enforce this provision, by requiring documentation from Project Landscape Architect that the plan and bid documents include this requirement, and at the time of—and as a condition for—final project acceptance and turnover, by requiring written documentation that the Landscape Contractor has the one-year maintenance contract in force with the Owner/Parcel Developer ("Tenant").

IV. LIGHTING DESIGN REQUIREMENTS

1. LIGHTING OBJECTIVES

- A. The overall objective for site lighting on individual development parcels in The Villages is to provide a safe level of night-time illumination for parking, circulation, and pedestrian areas while maintaining a generally consistent level and character of lighting throughout the commercial areas. The DRC's intent is to perpetuate these design objectives for all new projects and will do so based on its subjective evaluation using these requirements as guidelines, only.
- B. All exterior lighting—including site, building, signage, and landscape lighting, as well as any lighting for freestanding features such as flagpoles—shall be allowed only as approved by the DRC.

- C. Accent lighting of buildings and landscaping is permissible if found to be so per the DRC's subjective consideration, which will take into account the theme and use of the site and facilities, its setting, and appropriateness with surrounding properties. The emphasis on lighting of buildings, other architectural features, and landscaping can be described as a "soft glow," as opposed to brilliant or strong effects. Creative effects such as neon, strip lighting, color changing LEDs, and other superfluous treatments are generally not allowed, but may be considered under special circumstances as determined by the DRC. Projects which draw an undue amount of attention to themselves with inconsistent lighting compared to surrounding properties generally will not be acceptable.
- D. The allowed and expected lighting effect is best demonstrated by existing developed sites in The Villages, of similar scale and type, which have recently been approved by the DRC. Contact The Villages DRC for specific examples. The Parcel Developer shall follow such precedents in developing their lighting submittals.
- E. Included with the standard site lighting fixtures and poles required by the DRC for all parcels are specific thematic/decorative fixtures and poles that shall be used to comply with established design themes in all sections of The Villages, and these vary depending on the specific location of the site. It is essential that the Parcel Developer contact The Villages DRC prior to commencing design to ascertain how the site to be developed will be subject to such requirements, and which standard lights and poles must be used.
- F. The Parcel Developer shall submit for review by The Villages DRC complete plans, specifications, and cut sheets for all proposed architectural lighting, site lighting—including but not limited to parking, vehicular circulation, and pedestrian areas—signage lighting, landscape lighting, and all other exterior lighting. *A photometric plot created by a qualified professional and providing complete foot-candle point values and summary data is required for site lighting submittals.* Sign lighting, architectural lighting, and all other illumination attached to or otherwise part of a building is reviewed as part of the *architectural* plan submittal.

1. TYPES OF LIGHTING

- A. All exterior, architectural, and site lighting may include LED, High Pressure Sodium (HPS) , and incandescent fixtures. Of these, the use of LED lighting is specifically encouraged, except in certain situations and for special effects which may be allowed by DRC.
- B. All LED site lighting shall be 2700K or 3000K, except for specific applications approved by DRC; these include the use of up to 4000K LED light *only for totally recessed under-canopy fixtures at bank drive-thru and service station gas pump canopies, and ATM security lighting.*
- C. The following types of lighting are strictly prohibited for any exterior use:
 - 1) Metal Halide
 - 2) Low Pressure Sodium
 - 3) Mercury Vapor
 - 4) Fluorescent, except that warm white fluorescent may be used for sign lighting or wall accents.
 - 5) LED exceeding 3000K, *except in the limited applications specified above.*
 - 6.) Other types of lighting or special effects (e.g., neon) may be approved subject to review by The Villages DRC and shall be presented in concept prior to the preparation of architectural or engineering plans.

2. LIGHT LEVELS

- A. The Villages generally adheres to the minimum light levels recommended by the Illuminating Engineering Society of North America (IESNA), which are recognized as industry standards for safe lighting visibility for users. However, foot-candle levels deemed by the DRC's subjective judgment to be

excessively higher than IESNA minimum standards will not be approved, and The Villages standard allowance for site lighting (based on the total lighted area) is a maximum average of three (3) foot-candles, in order to create consistency with other sites

- B. As the governing Authority Having Jurisdiction (in conjunction with any local government AHJs and agencies having permitting authority), The Villages standards shall supersede any lighting standards of national chains and/or other entities having their own standards which may be higher or lower than those defined in this document. While minimum-to-maximum variations and concentrated “hot spots” under the fixtures are unavoidable, excessive overall light levels above the maximum average of three (3) foot-candles are prohibited.
- C. ATM lighting shall comply with State of Florida regulations, and within the limited areas specifically dictated by State requirements the associated light levels may exceed The Villages and IESNA standards. As compliance with these regulations cannot always be achieved by free-standing site lighting, this often requires supplemental use of architectural (building-mounted) lighting.

3. RELATED DESIGN STANDARDS

- A. For best efficiency, the lighting for parking lots and vehicular and pedestrian circulation areas may be generally achieved using the standard LED shoebox fixtures on 30’ poles required for use by The Villages’ specifications (See Section 5., below).
- B. For limited areas determined by the DRC’s direction, the standard thematic/decorative lights—as designated by DRC for the specific locale in which any given site is located—shall be used in the following manner: In the pedestrian zones closely associated with the building, generally within the curbed area immediately defined by the surrounding parking/circulation areas, the decorative lights shall be used to create a human scale effect that enhances the design quality of the site and architecture, being placed to work with the other site lighting to achieve the required safe light levels. Contact the DRC for examples of sites that demonstrate this requirement. The DRC may waive this requirement where in its determination the scale or design of the site makes the effect insignificant or unachievable. (See also Section 5. below.)
- C. Site lighting of commercial sites abutting or very close to The Villages residential areas shall be designed with careful consideration to avoiding light overspill onto said areas. No light shall be situated where foot-candle levels at the property line exceed zero (0) foot-candles, as substantiated by the required photometric plot. Additionally, lights shall be situated as far as possible from adjacent and nearby residential areas to prevent residents’ views of light sources, to the greatest extent possible. Where it is deemed necessary to support these standards, the DRC may require the use of shorter light poles and/or fixtures of lower intensity.
- D. Generally, for commercial sites, precast concrete light poles (per Villages specifications) may and shall be located wherever possible directly within the pavement of expansive parking areas, at the junction of 4 head-to-head parking spaces, as is standard throughout The Villages commercial areas. The use of protective bollards is prohibited. Otherwise, poles may be located near the edges of paved areas, and also within parking islands where necessary, but this shall be done in a manner that doesn’t substantially inhibit the use of required trees in these same islands. Light poles shall be spaced judiciously to meet prescribed light levels without a surplus of light poles creating an unsightly number or density of unnecessary poles. The DRC may require design adjustments to achieve these objectives, where photometric requirements are not compromised.
- E. All architectural (building-mounted) lighting used for area lighting shall be of cut-off design and optics, and adequately shielded. Flood lights, and any fixtures typically used to project light outward in a manner that creates glare—such as “wall-paks”—are prohibited, including within service and utility areas. Contact the DRC for examples of acceptable cut-off fixture for these applications.

- F. Ground-mounted sign, building accent, bollard, or landscape lighting—if approved by the DRC—shall be of a design and placement that in no way causes glare to users inside or outside the site boundaries, with particular attention to vehicular traffic.
- G. All other site lighting, such as path lights or lighted bollards for pedestrian areas, is subject to approval by The Villages DRC. Contact the DRC for examples of such lighting that has been approved for these applications.

4. SPECIFICATIONS FOR REQUIRED LIGHTS

- A. Only the specific fixtures and poles designated and approved by The Villages DRC for both standard shoebox lights and thematic/decorative lights shall be used. Because these standards are occasionally updated as required, and because the applicable thematic/decorative lights vary based on the specific sections of The Villages, Parcel Developers shall contact the DRC to obtain applicable specifications for the lights required for any given project.
- B. No alternates or substitutes for the specified lights and poles may be proposed or used for design, nor are any “approved alternates” or “substitutions” allowed for construction.

V. ARCHITECTURAL PLAN DESIGN REQUIREMENTS

1. PRE-DESIGN CONFERENCE

It is **strongly recommended** that a Pre-Design Conference be scheduled with the Parcel Developer, their Design Professional(s), and The Villages DRC.

- 2. When a conference is not practical, a Pre-Design Conference Call or Video Conference would fulfill this requirement. However, if the conference call option is selected:
 - 1) All parties are to be notified in advance; and
 - 2) All parties must have a copy of the documents to be discussed.

2. ARCHITECTURAL DESIGN OBJECTIVE

- A. The following information is to be used as a Design guideline. Each project will be reviewed on its own merits, use, and location within The Villages and its relationship to adjacent properties. All projects require The Villages DRC approval consistent with the property restrictions.

B. INDIVIDUAL PARCEL DEVELOPMENT

- 1) Individual parcel building(s) design will be representative of the architectural style established for that Retail Center. The building(s) should exhibit an individual style and will not be limited to a particular material or color palette.

C. SHOPPING CENTER DEVELOPMENT

- 1) Shopping center design will be developed around the architectural style established for the center and the design of the anchor buildings in the center. Out-parcel buildings and in-line facades are to follow the design theme of the Anchor store.

4. ARCHITECTURAL STYLE AND COMMUNITY THEMING

A. SPANISH STYLE

- 1) This design consists of styles such as architecture found in Spain, Mexico, and the Mediterranean coastline. The building facades, materials and colors are to be reminiscent of the villas, churches, government, and commercial buildings from these regions.

B. SOUTHERN PLANTATION STYLE

- 1) This design consists of many popular styles such as Colonial, Federal, Greek Revival, etc. The building facades, materials and colors are to be reminiscent of the historic plantation homes, civic and commercial buildings found throughout the southeastern United States.

C. KEY WEST

- 1) This design consists of styles such as architecture found in Florida Keys and early settlements of the Caribbean. The building facades, materials and colors are to be reminiscent of the villas, churches, government, and commercial buildings from these regions.

D. OLD FLORIDA STYLE (1900'S)

- 1) This design consists of styles such as architecture found in Florida around the turn of the century. It includes a broad scope of building types ranging from Florida Cracker style homes to brick dry good and department storefronts and early train stations. The architecture would similar to Florida towns such as Arcadia, Dade City, and Deland.

5. SPECIFIC ARCHITECTURAL DESIGN CONSIDERATIONS

- A. All electrical controls, meters, etc. must be mounted on building walls (or dumpster enclosure walls). Freestanding electrical "racks" are strictly prohibited.
- B. All building-mounted boxes (ie. electrical, irrigation control boxes, gas meters, C.T. colornets, etc.) and associated conduit and piping are to be painted to match the wall they are mounted to. Painter is to mask off and protect any information plates or meter faces prior to painting and remove masking when complete.
- C. Exterior building lighting is allowable if the effect is compliant with the objective of achieving a soft glow and all other Development Design Criteria standards are met. Architectural lighting (fixtures attached to or integral with a building or structure) shall be reviewed by The Villages Design Architect via architectural drawings submittal.
- D. Dumpster enclosures shall be finished with materials similar to the building and shall be color coordinated. Dumpster enclosures that serve facilities that dispose of food waste or other organic materials shall be constructed with a trench drain at the front of the enclosure and a hose bib for wash down is permitted but not required. Drains shall be connected to a grease trap. If separate can wash/mat wash areas are provided they must be connected to a grease trap.
- E. The Fire Department Connection must be remotely located from the building structure.

- F. All buildings with a fire sprinkler system shall have backflow preventers located inside the building with access from the exterior of the building.
- G. All effort shall be made to screen all rooftop equipment with parapets or architectural features.
- H. All ground-mounted equipment is to be screened with either a structural and/or landscape screen wall. The Villages DRC shall determine the type of screening to be used on a project by project basis.
- I. All sloped roofs shall include gutters and downspouts connected by piping to an underground collection system. All gutters for roofs with barrel tile must be 6”.

5. REQUIRED NOTE - TO BE LOCATED ON THE PROJECT COVER SHEET

- A. “No changes shall occur to the layout, design or any other aspect of the plan, without resubmittal and subsequent approval by The Villages DRC of any requested revisions. Upon completion, The Villages DRC’s representative will inspect the finished construction and determine whether the completed job meets the approved submittal plans and specifications. Any deficiencies found by The Villages DRC’s representative will be identified in writing to the parcel developer, who shall immediately take all corrective action necessary to remedy any deficiencies. Final approval from The Villages DRC shall be obtained prior to submittal of the final certification of completion to the governing authority having jurisdiction by the Project Engineer.

VI. ARCHITECTURAL SIGN DESIGN REQUIREMENTS

1. SIGNAGE DESIGN OBJECTIVES

- A. The overall intention of signage review on individual parcel development at The Villages is to review and coordinate the size and type signage used in the individual commercial area. The approved signs will be based on the building architecture and proportionally sized for the approved building façade.
- B. Because this approach necessitates certain subjective review parameters, the Parcel Developer shall contact The Villages DRC’s representative prior to commencing the design of any signage to ascertain these general design parameters for any proposed signage.

2. SIGNAGE DESIGN CONSIDERATIONS

- A. The Parcel Developer shall submit for review by The Villages DRC complete sign vendor plans, specifications, dimensions, shop drawings, cut sheets, lighting data, and colors for all proposed signs. A photo or drawing of the building façade with the proposed sign superimposed or drawn to scale in color is to be submitted by the sign vendor for review and approval prior to any fabrication of signage.
- B. Proposed signage must comply with all applicable governmental regulations, and that compliance is the sole responsibility of the Parcel Developer. However, The Villages requirements may be more restrictive than those regulations.
- C. Limitations are enforced by The Villages on the number, height, size, and design features of signs, making the aforementioned consultation with The Villages DRC’s representative essential.
- D. The following sign types or features are prohibited outright:

- 1) Pole-mounted or "pylon" signs
- 2) Flashing lights
- 3) Electronic reader boards (moving or flashing copy)
- 4) Manual reader boards
- 5) Animated or moving signs or features
- 6) "Snipe" signs (wire-framed ground signs)
- 7) Banners and flags
- 8) Real estate, construction, contractor, or other temporary signs, except as allowed per the Development Design Criteria standards noted below.

E. Low Profile Monument Signs (if allowed on parcel)

1. Monument sign shall have a 24" – 30" masonry base that matches the architecture of the building.
2. The sign text area shall be 3' high by 5' wide with a minimum of 8" of sign field on each side of text area. Yielding a sign area of approximately 4'-4" x 6'-4".
3. The sign field and text area may be bordered on each side with architectural trim that matches trim found on the building.
4. The monument sign shall have a cap, cornice, or pediment that matches the architecture & materials of the building.
5. Monument signage may be lighted in one of three (3) ways:
 - a) **Ground Lighted:** The sign may be ground lighted using spot light or strip lights. The lights shall be raised on conduit painted dark brown or black, to allow for landscape to mature and not block the light. The conduit and light housing are to be dark bronze or approved equivalent.
 - b) **Internally Lighted:** The sign may be internally lighted from a structure with an opaque panel with routed or laser cut lettering. The opaque panel shall be backed with an acrylic colored lens or approved equivalent lens. Optional push-through acrylic letters may be used. Provide sign vendor drawing for approval.
 - c) **Flush-mounted channel letters:** The sign may use flush-mounted channel letters. The sign shall have appropriate access to the housing for the remote ballast and power disconnects. Provide sign vendor drawings for approval.

F. All signage attached to the building must be submitted for review and approval. Signage Vendor Designer is to request the following information from The Villages DRC for their parcel:

- 4) Number of signs allowed on the building.
- 5) Number of sides of building that may have signage.
- 6) Confirmation as to whether signs may be lighted or unlighted.

- G. Multiple tenant developments, such as shopping centers, may be allowed somewhat larger signs which afford signage space for a number of key tenants, but these shall also be approved based on subjective review by The Villages DRC.
- H. Office park and professional plaza shall have a single monument sign naming the office park or professional plaza and directional signage for building numbers. The individual buildings within that office park or professional plaza will have individual building signage proportional to the building façade and Approved by the The Villages DRC.
- I. Individual building signs and wall signage shall be limited, based on The Villages DRC review.
- J. Construction materials and methods, as well as design features, finishes, and colors shall all be subject to The Villages DRC approval.
- K. Small-scale non-illuminated directional signage for individual sites shall also be subject to design approval by The Villages DRC, and shall only be allowed if such signage is clearly directional - not advertising related - and if the need for such signage is agreed to by The Villages DRC.
- L. TEMPORARY SIGNS
 - 1) The typical construction sign allowed at The Villages is a horizontal 4' x 8' plywood "Coming Soon" sign mounted on 4" x 4" posts. (Larger signs may be approved for larger projects).
 - a. The top of the sign shall be no higher than 6'-0" above the ground. (Exception 8'-0" if above fencing)
 - b. The top 70% of the sign shall be designated to introduce the new business, professional or tenant.
 - c. The bottom 30% is to be shared with the Contractor, Design Team and/or Financial Institution funding the project.
 - d. Graphic design of the proposed sign must be submitted for review and approval by The Villages DRC prior to fabrication of sign.
 - e. This sign is to be removed upon completion of final landscape installation.
 - 2) Real Estate signs shall be a 4' x 4' plywood sign on 4" x 4" posts.
 - a. Graphic design of the proposed sign must be submitted for review and approval by The Villages DRC prior to fabrication of sign.
 - b. This sign is to be removed upon sale or lease of the property.
- M. Installation of any post-construction signage, either free-standing or building mounted, is strictly prohibited without approval by The Villages DRC. Such signage may include, but is not limited to, "To Go", "Carry Out Only", "15 Minute Parking", "Reserved Parking", etc.
- N. A "To Go", "Carry Out Only", "15 Minute Parking", "Reserved Parking", "Grocery Pick-up" etc. sign may be allowed, if mounted on an approved ornamental signpost with backer plate.

VII. SUBMITTAL REQUIREMENTS/REVIEW/APPROVAL

1. The Parcel Developer shall submit for review by The Villages DRC complete plans and specifications for all proposed work. The Parcel Developer is encouraged to submit conceptual and/or preliminary plans as early as possible for comment by The Villages DRC.
 - A. Preliminary submittal of plans is recommended to establish basic compliance with The Villages Development Design Criteria, and all final materials shall be submitted a minimum of thirty (30) working days prior to the intended date for commencing construction. The submittals shall include all information necessary to determine compliance with The Villages requirements. All correspondence and documents shall initially be sent to:

The Villages Commercial Construction
Nichole Johnson, Assistant Director
3619 Kiessel Road
The Villages, FL 32163
 - B. The following items will be required to get a complete DRC approval for site and building development for all commercial, retail, institutional, industrial and medical sites at The Villages:
 1. Final set of Civil Engineering Plans.
 2. Tree Survey of all existing trees on site (species and caliper).
 3. Final set of Landscape and Irrigation Plans.
 4. Final set of Architectural and Electrical Plans.
 - a. Provide catalog cuts for all exterior light fixtures, including lamp types and wattage.
 5. Proposed Signage package, including building and free-standing signs.
 6. Dumpster and services enclosure design documents.
 7. Site Lighting Plan, including photometrics.
 8. Color selections, including building exteriors, roofing, windows, doors signage, etc.
 - b. Provide color elevations or rendering with approved colors.
 9. Any other information the Design Professional believes may be of assistance in expediting The Villages DRC approval process.
 - C. If for a site at a Villages-developed Professional Plaza, the following items will be required to get complete DRC approval:
 - 1) An Architectural Site Plan that shows building placement within the allowable building area. Base drawings can be requested by contacting Clymer Farner Barley, Inc. (352-748-3126).
 - 2) Final set of Architectural and Electrical Plans.
 - a. Provide catalog cuts for all exterior light fixtures, including lamp types and wattage.

- 3) Proposed Signage package, including all building signs.
 - 4) Color selections, including building exteriors, roofing, windows, doors signage, etc.
 - a. Provide color elevations or rendering with approved colors.
 - 5) Any other information the Design Professional believes may be of assistance in expediting The Villages DRC approval process.
2. Submitted materials will be reviewed by The Villages DRC for general compliance with this document, as well as for specific technical standards for the community of The Villages as determined by The Villages DRC, in its sole discretion.
 3. It is intent of The Villages DRC to make every effort to complete plan review within ten (10) working days after each submittal is made.
 4. Upon approval by The Villages DRC it is the responsibility of the Design Team to meet all applicable codes and for securing all required governmental agency permits prior to commencement of the applicable work. Copies of all FDEP and applicable water management district applications, supporting material, permits, etc. must be submitted prior to completion and final certification of the project.

VIII. CONSTRUCTION

1. PRE-CONSTRUCTION MEETING

An On-Site Pre-Construction Meeting is required prior to the start of construction. The Villages DRC will coordinate the attendance of the utility providers to discuss all underground utility connections. Contact Nichole Johnson, The Villages Commercial Construction, at (352) 259-6455 to schedule. Attendance by the GC on-site superintendent and sitework subcontractor is required.

2. IMPORTANT CONSTRUCTION ISSUES AND DISCUSSION TOPICS

- A. Utility Connections
- B. Storage of Fuel or Hazardous Substances
- C. Erosion and sediment control measures must remain in place until all bare earth is stabilized, i.e., completion of landscaping.
- D. Decorative sign posts and site lights
- E. Backfill for landscape areas
- F. Tree Protection
- G. Adjacent Existing Landscaping & Irrigation Systems
- H. Construction Signs
- I. ADA Compliance
- J. Completion/Final Inspection

3. CONTACTS

- A. For site work questions or comments, contact Stephen Campbell, Clymer Farner Barley, Inc. (352-748-3126 or SCampbell@CFB-inc.com).
- B. For architectural design and signage questions or comments, contact Ed Plaster, KP Studio Architects, P.A. (352-622-7163 or EPlaster@kpstudioarchitect.com).
- C. For landscape/irrigation and site lighting questions or comments, contact Suzanne Stancil, Michael Pape & Associates, Inc., Landscape Architects,(352-351-3500 or SStancil@mpa-la.com).

IX. FINAL INSPECTION

- 1. Upon completion of all related work, The Villages DRC reserves the absolute right to review the finished project and to determine whether the completed job meets the form, intent, and quality called for in the approved submittal plans and specifications.
- 2. The Parcel Developer shall be responsible for contacting The Villages to specifically request a final inspection by The Villages DRC's representative(s), upon completion of the installation. Landscaping and Architectural inspections are separate from Engineering inspection.
- 3. Any deficiencies found by The Villages DRC's representative(s) at time of inspection will be identified in writing and submitted to the Parcel Developer, who shall then be responsible for immediately taking all corrective action necessary to remedy the deficiencies.
- 4. Upon completion of the sitework, the Parcel Developer shall furnish The Villages DRC with a complete Record Drawing illustrating locations of pipelines, cleanouts, etc. and any other feature that may have been relocated due to conflicts during construction. Copies of all pavement section, pie backfill and potable water backflow preventer test results shall be submitted. The Engineer of Record shall submit a certification letter which also certifies that all ADA accessible routes have been inspected and meet ADA requirements.
- 5. The sitework inspection shall be completed and approved by The Villages DRC prior to certification of completion by the Project Engineer to the governing authority having jurisdiction and prior to obtaining the Certificate of Occupancy.
 - a. Under certain extenuating circumstances the Certificate of Occupancy may be requested prior to completion of all work. In such case, Parcel Developer shall submit a letter to The Villages DRC stating their intention to comply with any identified deficiencies found during the final inspection, in a timely manner.
- 6. The Villages DRC will issue an approval letter to Parcel Developer.

X. CONTINUED MAINTENANCE

1. The Parcel Developer shall be aware, and shall make his franchisee, operator, manager, and maintenance personnel aware of the following:
 - A. The plans approved by The Villages DRC may not be changed in any way, and shall be maintained by all parties involved, including any successors and assigns, as originally approved. This precludes any changes to buildings, signage, landscaping, and other site features including originally approved materials, color, fixtures, and finishes.
 - 1) No change or additions to any aspect of the site, building structure, or signage improvements shall occur without application to and approval by The Villages DRC.
 - B. Buildings, landscaping, site lighting, and other improvements shall be continuously maintained as reflected by the originally approved plans to preserve a well-kept appearance.
 - 1) No modifications to any aspect of the plans that have been approved by The Villages may occur at any future time without application to and approval by The Villages DRC.
 - C. Building and signage exterior finishes shall be maintained in a “like new” condition. Repair of any damaged or deteriorating elements and repainting of structures shall be performed at regular intervals.
 - 1) Paint colors shall match original design unless other colors are submitted and approved by The Villages DRC.
 - D. Parking and drive areas shall be maintained as needed to provide a safe and attractive appearance. Repair of any damaged or deteriorating elements; sealing of asphalt surfaces and repainting of striping shall be performed at regular intervals.
 - 1) Striping dimensions and colors shall match original design unless other dimensions and/or colors are submitted and approved by The Villages DRC.
 - E. The Parcel Developer together with the successive owners of the property subject to these provisions shall provide perpetual grounds maintenance to insure generally that:
 1. All grounds and landscaped areas shall be kept free of trash, leaves and dead Landscape material.
 2. All landscaped areas shall be maintained regularly, including:
 - a. Trimming
 - b. Fertilization
 - c. Mowing
 - d. Replacement of mulch (Pine Straw only)
 - e. Replacement of diseased plant materials and sod as required.
 - f. Replacement of annuals or perennials as necessary

- g. Periodic, thorough inspections of all irrigation systems to ensure systems are kept in good repair
 - h. Adjustment, as necessary, of all irrigation systems to provide continued proper coverage.
 - i. Regular sweeping of all parking lots, sidewalks and other areas and otherwise methods necessary for site to remain free from accumulations of grass clippings, leaves, and other debris
 - j. Periodic checking of exterior landscape lighting to ensure lamps are in proper working order and aim of lighting is accurate.
- 3. No trees shall be topped or unnaturally and abusively pruned at any time. Any trees so damaged shall be subject to immediate replacement per the original plan.
 - 4. Proper protection to lawn areas shall be provided and any damage resulting from planting operations shall be repaired promptly.
 - 5. In the event of the threat of damage resulting from insects or disease, the plants shall be treated by preventative or remedial measures following sound horticultural practices.
- F. All architectural and signage lighting shall be maintained in safe and effective operating condition by the Parcel Developer, his assigns, and/or successors.
 - G. Should the Parcel Developer of the successive property ever fail to perform the necessary maintenance, upon prior written notice by The Villages DRC, The Villages DRC or its agents may enter upon the property and bring the site into compliance with this section and charge the cost of such services – as well as the associated cost of professional services and management fees – to the Parcel Developer, their successors, or assigns, which charges shall be a lien upon the property.

XI. GROUNDS MAINTENANCE PERFORMANCE SPECIFICATIONS

1.00 MAINTENANCE FOR VISIBILITY AND SAFETY

Objectives

- 1. All landscaping shall be maintained in a manner that allows clear passage of vehicles and pedestrians, provides open visibility where necessary for safety, and does not obstruct lighting.
- 2. Clear visibility in both daytime and nighttime is of the utmost importance for parking areas, driveways, and at intersections of all types.

Standards

- 1. Trees and shrubs shall not be allowed to grow into or over sidewalks, cart paths, Public or private streets, driveways, or parking areas in any way that conflicts with the safe passage of pedestrians and vehicles.

2. A minimum of eight (8) feet vertical clearance shall be maintained. This shall be increased where necessary for the passage of taller vehicles—such as vans, buses, or trucks—in areas which must be used by such vehicles.
3. In general, hedges and shrub masses shall be maintained at a maximum height of three (3) feet in all areas where views must be maintained for safety of vehicular and pedestrian traffic. However, the property owner shall visually inspect the site (doing so on a routine basis) to determine whether safe visibility requires maintenance at a lower height, in any given situation.
4. Individual plants or specimens which do not specifically impede safe visibility may conform to the other applicable standards of these specifications.
5. Trees near light poles shall be maintained as they grow to avoid impeding safe light levels, to the greatest extent possible.
6. Pruning of all landscaping shall comply with the proper techniques outlined in these specifications, based on the type of plant material. But in all cases, ensuring safe visibility shall be the prevailing objective.

2.00 TREES

2.01 Crape Myrtles

A. Objectives

1. Crape Myrtles shall be maintained with an open, natural crown. The natural branching structure shall be maintained, light pruning only to promote healthy, natural development, form, size, and width.
2. As trees mature, a clear trunk height of 8.5' minimum shall be maintained.
3. Canopies shall in no case be allowed to deter safety and visibility in traffic situations.

B. Standards

1. Pruning shall not be done routinely, but mainly to remove diseased, damaged or dead wood, or to provide visibility.
2. All broken limbs or debris resulting from winds, storms, or other causes shall be removed promptly, or immediately if impeding safety.
3. Light pruning to remove seed pods and improve flowering may be done in February, where overall height allows this to be done safely. No branches larger than 1/2" in diameter, nor more than 24" of the current year's growth shall be removed.
4. Pruning cuts shall be clean and smooth with no rough or torn bark or wood remaining.
5. All suckers and water sprouts shall be removed.
6. Infestations of ball moss and other epiphytes shall be removed on a routine basis.

2.02 Palms

A. Objectives

1. Palms shall be maintained to have full, rounded heads, without excessive damaged, dead, or off-color fronds.
2. The trunk shall be kept free of loose boots and undesirable vegetation. Ferns may remain but shall not be allowed to spread into planting beds.

B. Standards

1. Seed pods shall be removed after fruiting, as possible.
2. Once every two years, or as otherwise required, older fronds shall be removed up to a point where the lowest fronds to remain extend down at an angle of 45 degrees below a line horizontal with the ground, leaving a generally full head. The fronds shall be removed at a uniform level around the crown.

2.03 Ligustrum Trees

A. Objectives

1. Ligustrum Trees shall be maintained to have full natural heads, trimming the long runners, but keeping a loose rather than a sheared form.
2. The tree should be limbed up proportionally with the size of the tree and to allow visibility, where required for safety.

B. Standards

1. Pruning shall mainly be done to remove diseased, damaged, dead wood, to provide visibility, and to maintain proper form. Pruning to keep proper appearance may be done after last frost.
2. All broken limbs resulting from any causes shall be removed promptly.
3. Pruning cuts shall be clean, with no rough, torn bark or wood remaining.
4. All suckers and water sprouts shall be removed.

2.04 Nellie Stevens Holly and related species

A. Objectives

1. These trees shall be maintained to have thick and dense foliage. They should only be pruned to promote health, and natural development form.
2. The lower limbs and foliage should never be removed. These trees are intended to obtain their natural shape with the foliage full to the ground.

B. Standards

1. Pruning shall not be done routinely, but mainly to remove diseased, damaged, or dead wood. Light pruning to improve shape, appearance, or to promote growth may be done as needed. The central leader shall not be pruned.
2. All broken limbs resulting from winds, storms, or other causes shall be removed promptly.
3. Pruning cuts shall be clean and smooth with no rough, torn bark, or wood remaining.

2.05 Live Oak and related species

A. Objectives

1. Live Oaks and related species are to be maintained to have thick dense foliage. They should only be pruned to promote healthy and natural development form. Pruning shall be kept at a minimum.
2. As trees mature, only remove necessary lower branches in order to maintain the natural normal form of the tree, and to allow for necessary maintenance.
3. As a general rule the tree shall have 2/3 canopy and 1/3 clear trunk.

B. Standards

1. Pruning shall not be done routinely, but mainly to remove diseased, damaged, dead wood or to provide visibility, where necessary. Light pruning to improve appearance may be done as necessary. The central leader shall not be pruned.
2. All broken limbs or debris resulting from winds, storms or other causes shall be removed promptly.
3. Pruning cuts shall be clean and smooth with no rough, torn bark, or wood remaining.
4. All limbs that are pruned back to the main trunk or central leader shall be cut at the collar, but not damaging the collar.
5. All suckers and water sprouts shall be removed.
6. Infestations of ball moss and other epiphytes shall be removed as necessary.

2.06 Magnolias

A. Objectives

1. Magnolias shall be maintained to have thick and dense foliage. They should only be pruned to promote health and natural form.
2. The lower limbs and foliage should never be removed. These trees are intended to obtain their natural shape with the foliage full to the ground.

B. Standards

1. Pruning shall not be done routinely, but mainly to remove diseased, damaged or dead wood. To encourage full and dense foliage, prune lightly in the fall or early spring (before the spring flush), by removing 6" to 10" of foliage in appropriate areas and trimming leggy branches, to promote natural shape and form. The central leader shall not be removed.
2. All broken limbs resulting from winds, storms, or other causes shall be removed promptly.
3. Pruning cuts shall be clean and smooth with no rough, torn bark, or wood remaining.

3.00 SHRUBS

(Indian Hawthorn, Holly spp, Viburnum, Boxwood, and similar woody ornamentals)

A. Objectives

1. These shrubs shall be pruned only as necessary to maintain their natural habit and growth at specified heights, to remove excessive growth, and to maintain a natural, informal appearance. Individual plants shall be allowed to grow together into one mass, never shaped as individual plants.
2. As the shrubs mature, individual plants should not be apparent; plants shall be allowed to grow together in a "soft", informal, and unshaped mass.
3. At no time shall any shrubs be allowed to impede safe visibility for pedestrians and vehicles.

B. Standards

1. Maintain most shrubs in pedestrian and parking areas for safety and visibility, usually about 30" +/-, but always as dictated by the circumstances in any specific location. Where larger shrubs are used for screening of specific features, their ultimate heights shall be dictated by the purpose for which they have been used in the plan, and they shall be allowed to reach the effective height and density necessary to serve that purpose. In no instance, however, shall any shrub be allowed to obstruct visibility for traffic and pedestrian safety.
2. Use hand clippers to remove odd, long, or undesirable branches, keeping the shape natural and uniform. Do not prune masses into geometric forms.
3. Where plants are adjacent to curbs, or where shrub edges are visible, prune exposed edge of mass back in a natural, informal shape; do not shear vertically.
4. In a massed planting, exceptionally long branches shall be cut back well inside the mass. Selective pruning and thinning old wood rather than overall shortening shall be done to keep the mass vigorous and healthy.
5. Shearing shall be minimized to avoid stunted tip growth, excessive density, and unnatural outline.

4.00 ACCENT PLANTS

(Heavenly Bamboo, African Iris, and similar species used as accents)

A. Objectives

1. Accent plants should only be trimmed as necessary to remove excessive growth, and shoots, while maintaining a natural, informal appearance.
2. As the plant matures, the plants shall be maintained at the intended height of the accent feature, not allowed to become overgrown or invasive.

B. Standards

1. Use hand clippers to remove odd, long, or undesirable shoots, and to remove outer pups or shoots from overgrown clumps, keeping the shape natural, loose, and uniform. Do not shear.
2. Accent plants that are damaged by the frost shall have all the damaged foliage removed and in such cases the damage affects the entire plant, it shall be cut back to the ground after the last frost.

5.00 ORNAMENTAL GRASSES

(Cordgrass, Muhly Grass, Fountain Grass, and similar species)

A. Objectives

1. Ornamental grasses shall be maintained at their natural height and width.

B. Standards

2. To achieve best form and appearance, individual clumps shall be cut back after last frost as appropriate for the species; if frost damage is severe, cut the plant back to the ground.

6.00 GROWDCOVERS

6.01 HERBACAEOUS "GRASSY" SPECIES

(Society Garlic, Lily-of-the-Nile, Liriope, and similar species)

A. Objectives

1. These groundcovers shall be allowed to grow to their natural height and width; pruning is not necessary. Cultivate to achieve dense mass; maintain separation between groundcover and adjacent plant materials.

B. Standards

1. Spent flower heads shall be removed regularly, as required for best appearance.

2. If more than 50% of a plant is frost damaged, cut back to remove all dead or damaged foliage after last frost.

6.02 WOODY GROUNDCOVERS

(Parson's Juniper, Blue Pacific Juniper, Lantana, and similar species)

A. Objectives

1. These groundcovers shall be allowed to grow together to form full, natural, informal masses, maintaining separation between adjacent plant materials.

B. Standards

1. Prune to maintain height at 18" to 24" or as otherwise appropriate for the species, and to prevent masses from overgrowing curbs, sidewalks, and bed edges. Do not allow masses to become overgrown, requiring extensive pruning.
2. Depending on degree of possible cold damage, cut back as required after last frost to achieve intended growth.
3. Do not prune masses into geometric forms by hard shearing.
4. Where plants are adjacent to curbs, sidewalks and bed edges, prune edge of mass back in a natural, informal shape; do not shear vertically.

6.03 VINING GROUNDCOVERS

(Dwarf Confederate Jasmine, English Ivy, and similar species)

A. Objectives

1. Cultivate vining groundcovers to achieve dense, entwined masses; maintain separation between groundcover and adjacent plant materials, by edging and/or pruning.

B. Standards

1. Some species, such as Dwarf Confederate Jasmine, once grown in to full and dense coverage (which may take 2 or 3 years for some species), may be mowed at a height of 6" periodically to maintain a dense and consistent level of coverage.
2. Do not shear masses vertically where adjacent to curbs, bed edges, drainage structures, valve boxes, meter boxes, and other such interfaces. Prune exposed edge of mass back at a maximum 45 degree angle from horizontal, in a natural, informal shape.

7.00 ANNUALS AND PERENNIALS

A. Objectives

These plantings shall be maintained as natural informal masses. Weeds shall be kept at a minimum, and pre-emergent applied accordingly.

B. Standards

The plantings shall be kept updated throughout the year; annuals and perennials that decline shall be replaced (before they become unsightly) with plants that are in season and in bloom.

8.00 MOWING

A. Objectives

1. All turf shall be maintained at the horticulturally correct height for the turf variety, location, and season.
2. Turf shall be mowed at a frequency to promote healthy and continued growth as well as proper appearance at all times.

B. Standards

1. Schedule: Mowing of turf areas shall be performed on a weekly basis during the normal growing season, typically April through October. During dormant months it is expected that mowing will be required twice a month unless abnormal conditions arise.
2. No more than 1/3 of the grass blade shall be removed at each cutting except when conditions not within human control (such as inclement weather or unsuitable mowing conditions) cause delays in mowing.
3. Scalping, uneven, or rough cuts shall not be acceptable.
4. No grass clippings shall be noticeable after mowing and trimming operations have been completed. (Noticeable accumulation of grass clippings shall be considered to be obvious clumps, windrows, and / or visible covering of clippings on the mowed turf.) Pavements and sidewalks shall be free of clippings, dirt, and debris after mowing.
5. Wherever possible, the direction of each mowing shall be varied from the direction of the previous mowing in order to minimize wear areas from tires and slippage.
6. All mowing operations shall be completed in such a manner as to prevent damage to turf, trees, plant beds, structures, site fixtures, and vehicles.
7. Turf shall not be mowed if frost is present, if it is saturated with water, or if standing water is present.

9.00 LINE TRIMMING

A. Objectives

Line trimming shall be performed to maintain a neat, trimmed appearance in areas inaccessible to mowing equipment, and shall be done in a manner that cuts the grass blades at approximately the same height as the adjacent mowed area.

B. Standards

1. Line trimming shall occur in conjunction with mowing operations as required.

2. Scalping shall not be acceptable.
3. Damage to trees, plants, irrigation, and site fixtures shall not be acceptable. Mulch rings shall be kept to adequately protect tree trunks from such damage.

10.00 EDGING OPERATIONS

A. Objectives

1. All necessary edging operations shall be performed to trim the turf and maintain a well groomed appearance for all sidewalks, curbs, plant beds, drainage structures, valve boxes, meter boxes, and other such interfaces between turf and different surfaces.
2. Bed lines shall be edged to conform to their original design intent, with adjustments being made periodically for the plant growth.

B. Standards

1. Edging shall occur in conjunction with mowing operations when required. Grass runners shall not exceed one inch in length along sidewalks, curbs, pavements, planting beds, and other such edges.
2. Upon completion of edging operations, the turf edge shall be neat, clean and approximately ½ inch from the edge of any pavement, with a minimum depth of 2 inches.
3. All paved areas and mulched beds shall be free of dirt, clippings, and debris after work is completed.

11.00 WEED CONTROL

A. Objectives

Undesirable vegetation shall always be kept to a visible minimum in all turf, plant beds, tree rings, and mulched areas.

B. Standards

1. Site shall be inspected regularly and chemical application (pre- and post- emergent herbicides) shall be used as appropriate and as necessary; hand weeding shall be done regularly as required to remove weeds in areas not suitable for chemical application. Use of chemicals shall comply with all applicable regulatory and safety standards.
2. Chemical damage to desirable plant material is unacceptable.

12.00 FERTILIZATION

A. Objectives

1. All trees, palms, shrubs, and groundcovers shall exhibit uniform, healthy color and growth characteristic of each plant species. At a minimum, fertilizing shall be done in accordance with the Standards. Monitoring shall be done routinely, and testing shall be done as required, to determine and treat any apparent deficiencies not resolved by the standard required applications.
2. In the event that the plantings do not exhibit the required appearance, a horticultural professional shall test the soil in as many locations as necessary to determine the specific nutrients required, and their application rates and schedule. Soil testing should be repeated as necessary to identify specific requirements.

B. Standards

1. For plant beds, a commercial grade 8-10-10 fertilizer containing 25% slow release nitrogen, 6% sulfur, 2% manganese, and 3% iron shall be used. Fertilizer shall be broadcast evenly over the entire root zone, and care shall be taken to avoid accumulation of fertilizer granules on leaves, crowns, etc. The plants and shrubs shall be fertilized in March, July, and October at 15 lbs. per 1000 sq.ft. of bed area.
2. For trees, a commercial grade 8-10-10 fertilizer containing 25% slow release nitrogen, 6% sulfur, 2% manganese, and 3% iron shall be used. Fertilizer shall be broadcast evenly over the entire root zone out to the drip line. The trees shall be fertilized in March, July, and October, at recommended label rates.
3. For Zoysia and St. Augustine turf, a commercial grade fertilizer meeting the following spec shall be used: 30% to 40% of Nitrogen in a controlled release form; minimums of 4% Iron, 6% Sulfur, 2% Magnesium, and 2% Manganese. A lesser percent of Iron is acceptable if in a chelated form. The fertilizer shall be applied in February, May, July, and October at one pound of Nitrogen per 1000 square feet of turf area.
4. All chemical applications shall be performed by trained, licensed operators in accordance with applicable local, state, and federal regulations, safety standards, and the manufacturer's instructions.
5. All fertilizer shall be thoroughly watered in after application.

13.00 PEST AND DISEASE CONTROL

A. Objectives

1. All plant material shall be reasonably free of pest infestations, fungus, and disease. Regular inspections during normal maintenance operations shall be undertaken by qualified individuals to identify and respond to such conditions.
2. Proper fertilization, proper watering, and proper drainage shall be practiced to promote plant vigor and resistance to pests and disease.

B. Standards

1. Chemical application shall be used as appropriate to prevent damage, promote healthy and continued growth, and to treat and cure identified problems. All use of chemicals shall comply with all applicable regulatory and safety standards, and shall be applied by appropriately trained and licensed pest control specialists.
2. Chemical damage to desirable plant material is unacceptable.

14.00 IRRIGATION AND RELATED MAINTENANCE

A. Objectives

Within the limitations of water use allocations and applicable water restrictions, all landscaping shall receive irrigation for proper growth and a turgid, vigorous appearance. Where necessary to maintain high value plantings, watering shall even be done by hand, if required.

B. Standards

1. Most plant materials used at the site have a moderate to high degree of drought tolerance, and once established, can receive limited to no irrigation, based on local rainfall and good management.
2. Frequency and duration of each watering shall be dependent on local weather conditions and the governing water management district's water restriction regulations. Irrigation systems shall be monitored weekly and managed regularly to meet these objectives and standards.
3. Upon completion of watering by automatic irrigation systems, erosion, puddling, or excessive runoff shall not be evident.
4. Any damage to the irrigation systems shall be repaired immediately.

15.00 REFUSE CONTROL

A. Objectives

Areas within the project limits shall be kept free of litter and refuse (trash, cans, paper, bottles, cigarette butts, etc. and accumulations of leaves, dirt and branches) at all times.

B. Standards

Policing and litter pickup shall occur as often as necessary to ensure a clean, litter-free appearance.

16.00 REPLACEMENT OF PLANTS TO MAINTAIN DESIGN INTENT

A. Objectives

The composition and design intent of the landscaping, per the plan originally approved by The Villages, shall be maintained during the life of the project.

B. Standards

1. No changes or additions of plant materials, and no changes or additions to the design or layout of the landscaping shall be made without review and approval of The Villages Design Review Committee (DRC).
2. Any tree, palm, shrub, or groundcover plantings which die, or which are damaged or decline to the extent of affecting the overall appearance of the project, shall be replaced promptly with the same species in a size which reasonably matches the plant it is replacing, in order to preserve the design intent and appearance of the landscaping.
3. Any tree of plant which is abusively pruned in noncompliance with these specifications shall be replaced by the same species in a size which reasonably matches the plant its replacing.
4. The contractor shall be responsible for the full cost of such replacements where required due to incorrect maintenance (abusive pruning, fertilizer burn, etc.) or to inadequate maintenance (disease, pests, fungus, irrigation negligence, etc.). The owner shall be responsible for the full cost of such replacements only due to damaging acts by others, acts of God, and/or other circumstances not attributable to actions or inactions of the contractor.
5. If the plan included annuals or perennials, replacements shall be made on a seasonal basis, or whenever required, to maintain an acceptable year-round effect. Conversion of bedding plant areas to other landscape plants shall be subject to review and approval by the DRC.

17.00 MULCHING

A. Objectives

1. The only approved mulch for use in The Villages is pine straw (except in areas where stone was approved for use on the original plan approved by the DRC).
2. All plant beds and tree rings shall be maintained with an adequate and neat layer of pine straw at all times.

B. Standards

1. Pine straw shall be turned and/or added to as necessary to enhance moisture holding capability and a neat, clean appearance.
2. A replenishment of three (3) inches of pine straw in all beds shall be done once or twice a year, or as otherwise needed in specific areas to maintain good coverage.
3. Care should be taken during mulching so as to not cover valves, junction boxes or other structures and components.
4. Care shall be taken to avoid piling pine straw around the plant crowns or trunks.