

# TARA PRESERVE ARCHITECTURAL REVIEW PROCEDURES AND STANDARDS

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*Revised January 2025*

# **TARA MASTER ASSOCIATION ARC PROCEDURES AND STANDARDS**

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## **Welcome to Tara Preserve**

Dear Tara Preserve Homeowners,

For those unfamiliar with planned communities, the enclosed Standards and Procedures Manual is a guide that the Tara Master Association Preserve Architectural Review Committee (hereafter referred to as TMA-ARC) has compiled for the use of Tara Preserve residents. We hope you will find the manual helpful and a quick reference should you wish to make any exterior changes or enhancements to your property.

We appreciate your compliance and support of the TMA-ARC Standards, which reflect our community's commitment to protecting the quality surroundings we enjoy. We think you'll agree that The Tara Preserve Community is a wonderful place to call home. Should you have questions at any time, the contact information below is provided for your convenience.

**Condominium Associates**  
**5500 Bee Ridge Rd Ste #201**  
**Sarasota FL 34233**  
**Phone: 941-236-7701**  
**Fax: 941-236-7702**

**Email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com)**

## **Mission Statement**

The Tara Master Association Preserve Architectural Review Committee (TMA-ARC), in accordance with its Covenants and By-Laws, as well as state and county laws, adopts, publicizes and enforces architectural standards consistent with the original architectural, structural, aesthetic and environmental design of the development.

The intent is for the exterior appearance of homes and grounds to be consistent with the design, architecture, color palette and preserve-like nature of the development. The expectation is that by maintaining these Standards, we preserve the neat, well-maintained appearance of the community and protect the value of our homes. The TMA-ARC is committed to supporting the common interests of the residents of our community.



# Process for Submitting a Request for TMA-ARC Review

## **YOU MUST SUBMIT THE TMA-ARC REVIEW REQUEST FORM AND RECEIVE APPROVAL BEFORE MAKING ANY CHANGES TO YOUR PROPERTY RELATED TO THE FOLLOWING:**

- Additions, pools, decks, screen areas, roofs, ramps, pergolas, or lampposts
- Any exterior painting, including color for both new and existing finishes
- Driveway resurfacing: to include finish and colors
- Equipment enclosures and fences
- Re-landscaping
- Removal of trees from front and sides of property requires TMA-ARC approval. It is the responsibility of the homeowner(s) to ensure that the tree(s) is on their property.
- Mailbox and post repairs/replacements, installation and maintenance of flagpoles, hurricane protection devices, permanent generators, antennae, and/or satellite dishes
- Individual Garage/Yard Sales
- Other (special requests, deviations, etc.)

**First:** read the rules and limitations associated with the specific work or change you wish to make to your home. The Index found on Page 2 is designed to help you find the guidelines relevant to your request. Note:

- Golf Villas Landscaping Association (GVLA) members must obtain approval from the GVLA Board for all landscaping requests prior to submission to the TMA-ARC.
- Condo homeowners must obtain approval for individual residences from their respective condo association, NOT the TMA-ARC.
- Condo association boards wishing to make architectural changes to their associations must obtain prior approval from the TMA-ARC.

**Next:** complete the Architectural Review Request Form found in Section 6 of this manual. A downloadable copy of this form can be found at [www.taramasterassociation.com](http://www.taramasterassociation.com). Click on the [Documents tab](#) and then the [ARC Request Form](#). Submit the completed form, along with any plans to:

**Condominium Associates**  
**5500 Bee Ridge Rd Ste #201**  
**Sarasota FL 34233**  
**Phone: 941-236-7701**  
**Fax: 941-236-7702**  
**Email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com)**

You will receive a written response from the TMA Management Company within 30 days of submission. If your request is approved, you may proceed with your project. If the TMA-ARC has questions or concerns about your project, you will be contacted. **DO NOT PROCEED UNTIL YOUR PROJECT IS APPROVED.** A homeowner may choose to submit a TMA-ARC request on line.



## **Policy and Procedure for Compliance with Architectural Review Standards of Tara Master Association**

### **POLICY**

Pursuant to the provisions of the Amended and Restated Master Declaration of Covenants, Conditions, Restrictions and Easements for Tara, as recorded in Manatee County Registry of Deeds Book 1667 Page 5247 DCT #1446613, and as subsequently amended and recorded in said Registry, the Tara Master Association (TMA) adopts the following policy:

### **STANDARDS**

The enforcement of Architectural Standards should ensure that the attractiveness of the community is maintained for the benefit of all member/owners. The Tara Master Association Preserve Architectural Review Committee (TMA-ARC) is committed to ensuring that the exterior appearance of our community's homes and grounds are sufficiently well-maintained and attractive to maximize the value of our homes. Standards are intended to cover items of consideration in Architectural Review, serving as a guide to those seeking approval of the TMA-ARC and assuring a reasonable degree of consistency for similarly situated properties within development segments of the Master Community. For matters not addressed by Standards, the TMA-ARC may approve a component item of a proposal in one instance and disapprove of it in another. The TMA-ARC shall not be deemed to have acted inconsistently provided there is a distinction between the properties and proposals sufficient to warrant the different result.

The TMA-ARC is dedicated to being a problem-solving, collaborative organization wherever possible. There are other additional architectural review organizations within the Tara community that include the Tara Golf and Country Club ARC, The Plantations ARC, and several ARCs related to condominium, neighborhood or golf villa associations within the development. All ARCs within Tara are governed by procedures and requirements outlined in the Tara Master Declaration and the TMA By-Laws, as well as Florida Statute 718 and 720. It is understood that Manatee County ordinances and State Statutes, where applicable, take precedence over the Standards put forth in this Manual.

The TMA has the responsibility and obligation to the residents of Tara for assuring compliance with the Covenants contained in the Master Declaration, as Amended. Violations of Standards shall be noticed to the member/homeowner in accordance with the procedure prescribed in the Standards. If voluntary compliance cannot be achieved, the TMA-ARC shall refer each violation to the Compliance Committee and/or the TMA Board of Directors for enforcement in accordance with the Declaration of Restrictions and Florida Statute Chapter 720. The composition of the Compliance Committee is designated by the Board of Directors in accordance with the Declaration.



# **Policy and Procedure for Compliance with Architectural Review Standards of Tara Master Association**

## **PROCEDURE**

The TMA-ARC, under Article 10 of the Master Declaration, is charged with the responsibility for uniform and reasonable compliance with approved Architectural Standards. The TMA-ARC shall review all applications for exterior architectural changes and/or modifications of any item identified in the Standards. During the course of this review, the TMA-ARC may make telephone, email, or face-to-face contact with the homeowner ~~may be~~ submitting the request if there is a concern or problem. Requests for change will be sent to the Association Manager, who will forward them to the Chairperson of the TMA-ARC.

The TMA-ARC will consider and process requests within thirty (30) days. The TMA-ARC may approve an application with or without comment. If the TMA-ARC requires additional information the 30-day time line may be extended. If approval is denied, an explanation and reason for denial shall be given in which the specific provision of the Standards shall be cited, and where appropriate, a specific Florida Statute. *Failure to approve TMA-ARC requests within thirty (30) days of receipt of all TMA-ARC requested materials is considered approved.*

The TMA-ARC, with the guidance of the Association Manager, is charged with the responsibility to be reasonable and current on architectural review standards in Florida. The Association Manager will provide the TMA-ARC Chairperson with a monthly list of all requests, including denials, approvals for change and the current status of all violations. The TMA-ARC Chairperson will, in turn, provide a monthly summary of the same information to the TMA Board.

Violations of TMA Standards may come to the attention of the TMA-ARC as a result of routine TMA-ARC inspections, from the Association Manager as a result of routine oversight visits to the community, or from written and/or oral complaints from residents in the community. While it is not the TMA-ARC's intent to search out minor problems, all complaints received by the TMA-ARC will be investigated within fifteen (15) business days. Violations received initially by the Management Company will be forwarded to the TMA-ARC for review prior to response. The TMA-ARC shall review and make findings of fact for violations found to exist. On finding of fact of a violation of the Architectural Standards, a courtesy first request for compliance letter will be sent to the resident by the Association Manager within 5 days of receipt of the request from the TMA-ARC Chairperson.

If the violation is not remedied within the time frame specified in the first or a subsequent compliance letter, the TMA-ARC may coordinate with the Association Manager, the TMA Board, and Association Attorney to determine the most appropriate steps and sanctions to impose to enforce the Standards. These steps and sanctions are detailed in TMA governing documents, as well as in the TMA-ARC Compliance Committee Violation Notification and Fine Procedure Policy.



# **Policy and Procedure for Compliance with Architectural Review Standards of Tara Master Association**

## **INSPECTIONS**

The TMA-ARC conducts exterior inspections of properties within Tara Preserve for enforcement and compliance with the architectural governing documents and rules of the TMA. Exterior inspections help maintain the property values within the development. An inspection is done annually by the TMA-ARC, preceded by a notice from the TMA management company advising homeowners of the upcoming inspection. When conducting the inspection, TMA-ARC members have a checklist of items to view. While other violations may be cited during the inspection, these are the most common violations:

- ❖ Mailboxes and Posts
  - should be clean and free of mold and mildew
  - in good condition and not in need of painting or replacement (to include the post, the green address plate, the green stripe on the post, the red flag and the door on the box)
- ❖ Roofs, Driveways, and lawn care
  - All exterior home surfaces (roofs, gutters, fascia, soffits, driveways, siding, etc.) must be kept clean and free of mold or mildew and other stains.
  - Lawns are to be mowed, weeded, and trimmed as necessary. Homeowners must repair any brown areas due to lack of proper feeding, infestation, or lack of proper irrigation.
  - Maintenance-free villa homeowners should contact the GVLA for maintenance.
  - Bushes, living plant material, and trees are to be trimmed and neat in appearance; not infringing on a neighbor's property.
- ❖ Pool equipment, garden hose, trash and recycling bins, air conditioning units, generators, water filtration systems, or any other ancillary equipment to the home and pool must be shielded from view so as not to be seen from the parcel's frontage, an adjacent parcel, a community golf course, or an adjacent common area.

Per Section 7.05(a) of the Amended Master Declaration, "The Master Association and its agents may enter any Lot, Parcel, or Sub-Association Property upon reasonable notice and during reasonable hours to inspect same, and if an Owner or Umbrella, Neighborhood or Commons Association has failed to maintain, repair or reconstruct such property, and improvements and landscaping thereto, in accordance with this Master Declaration, the terms and conditions of TMA-ARC approval, or both, after notice the TMA Board may cause such maintenance to be performed or such repair or reconstruction with respect to a Lot or Parcel to be carried out to the extent that such Owner or association has failed to do so." All costs of such maintenance, repair, or reconstruction shall be assessed to the particular owner as a Special Assessment.

Following the initial annual inspection, violation notices are sent by the TMA management company to the homeowners in violation, stating the violation(s) cited and correlating Standard(s). Homeowners are provided a 30-day period to remedy the violation(s) prior to and after a second notice being sent. Homeowners who fail to comply will be sent a final notice advising them of a Compliance Committee Hearing scheduled to address the violation(s) cited, as well as outlining the fining procedures and other legal action to be employed by the TMA Board when unresolved deed restriction violations occur.



# **Policy and Procedure for Compliance with Architectural Review Standards of Tara Master Association**

## **ENFORCEMENT**

Per Article 10, Section 10.07 (d), no work shall proceed except in strict compliance with this Master Declaration and the approval by the TMA-ARC, and any work performed without such approval may be required to be removed by the TMA Board.

If any work requiring TMA-ARC approval shall be commenced and completed without Architectural Review and approval by the TMA-ARC, or at variance with an approval, and the TMA-ARC does not indicate disapproval thereof for a period of ninety (90) days after completion of such Work, then such Work shall be deemed to have been approved by the TMA-ARC. Provided, however, that if during such period after completion the TMA-ARC does indicate its disapproval, then such work may be required to be removed, in whole or in part, or altered to comply with such plans and specifications as may be approved by the TMA-ARC.

As stated in Article 10, Section 10.12 of the TMA Master Declaration, the Master Association through the Board is specifically empowered to enforce the provisions of this Master Declaration and the decisions of the TMA-ARC by any legal or equitable remedy. In addition to any other remedies available to it, the Board may impose such fines using such procedures as may be set forth in the By-Laws for the failure of any Owner, Sub-Developer, Umbrella, Neighborhood or Commons Association to comply with the provisions of this Article 10.

In the event that any work is commenced or completed in violation of the provisions of this Article, then the Board shall have the right, on the recommendation of the TMA-ARC, to levy a Special Assessment against the Owner and the property on which such work was performed for damages caused by such violation, such remedy to be in addition to the other remedies hereunder. In the event it becomes necessary to resort to litigation to determine the propriety of any work, or to remove or require the removal of any unapproved work, then the prevailing party shall be entitled to recovery of all court costs, expenses, and reasonable attorney's fees in connection therewith.

## Standards

1. **Main Structures** (includes house, roof, driveway, pool and cage)
  - 1.1 Exterior House Colors
  - 1.2 Accessory Structures (Garages)
  - 1.3 Carports and Tool Sheds
  - 1.4 Private Swimming Pools and Spas
  - 1.5 Roofs and Solar Panels
  - 1.6 Replacement Structures, Additions or Changes to Existing Homes
  - 1.7 Antennas and Masts
  - 1.8 Condo Associations
  - 1.9 Hurricane Protection
  - 1.10 Screen Doors
  - 1.11 Driveways/Walkways/Other Exterior Home Surfaces
  - 1.12 Ramps
2. **Out Structures** (includes, mailboxes, flagpoles, signs, yard decorations, etc.)
  - 2.1 Mailboxes
  - 2.2 Flagpoles and Flags
  - 2.3 Fences
  - 2.4 Yard Decorations
  - 2.5 Signs
  - 2.6 Play Equipment, Barbeques and Yard Maintenance Equipment
  - 2.7 Generators and Other Equipment
  - 2.8 Awnings and Exterior Decorative Shutters
3. **Landscaping** (includes lawns, living plant material, etc.)
  - 3.1 Lawns
  - 3.2 Living Plant Material and Compost Material
  - 3.3 Landscape Plans
  - 3.4 Trees
  - 3.5 Lighting
4. **Miscellaneous**
  - 4.1 Parking
  - 4.2 Curbs
  - 4.3 Garbage
  - 4.4 Individual Garage/Estate Sales
  - 4.5 Pets
  - 4.6 Painting of Fire Hydrants
  - 4.7 Holiday Lighting and Decorations
  - 4.8 House Decorations
  - 4.9 Clothes Lines, Non-Traditional Interior Window Treatment

## Appendices

- |             |                             |
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| Appendix A. | TMA Existing Color Palettes |
| Appendix B. | Preserve Mailboxes          |



**1. Main Structures (includes house, roof, driveway, pool and cage)**

**1.1 Exterior House Colors** - In Tara Preserve, exterior house colors must be similar to the color palettes used in the community. These palettes can be viewed by referring to Appendix A in this document or on the TMA website at [www.taramasterassociation.com](http://www.taramasterassociation.com). The TMA-ARC has the authority to determine whether a requested color is sufficiently similar to the existing color palette. All house colors must be approved by the TMA-ARC, regardless of whether the paint color selection is from the existing color palette, or the same color as currently on the house.

**1.2 Accessory Structures**

**1.2.1** Garage doors shall be kept in a closed position when not in use for ingress and egress, (Master document 14.16). Refer to Section 1.10.1 for garage screens.

**1.2.2** Pergolas attached to the home are permitted provided they have prior TMA-ARC approval.

**1.3 Carports and Tool Sheds.** Carports and tool sheds are prohibited. Storage boxes are allowed alongside or behind any house. They must be shielded from view or enclosed within a screened enclosure.

**1.3.1** Portable-On-Demand storage units (PODs) are to be removed within three (3) thirty (30) days by Manatee County Ordinance 20-46.

**1.4 Private Swimming Pools and Lanai Enclosures** (see 2.7.2 for additional information)

**1.4.1** May include an attached, or detached, separate spa or hot tub.

**1.4.2** Must be in-the-ground pools.

**1.4.3** Must be approved by Manatee County with all building permits obtained.

**1.4.4** Electric, above ground spas are permitted, but must be maintained within the confines of an enclosure which is attached to the house. (See 1.4.5.5)

**1.4.5** Pool, Spa and Lanai Enclosures

**1.4.5.1** To be substantially of a mansard roof design (most commonly used in the community).

**1.4.5.2** Color — bronze or white only, no "raw" aluminum.

**1.4.5.3** Enclosures must be all screen, no fabricated roofs of any kind.

**1.4.5.4** Lanai, under roof may be enclosed.

**1.4.5.5** All screened enclosures, spas, pools, etc., must be installed to the back/rear of the home (traditional placement) and not wider than the width of the foundation of the main structure of the home.

**1.5 Roofs and Solar Panels**

**1.5.1** All roofs in Tara Preserve must be barrel tile of a similar style and color originally used in the community. Replacement/changes to roofs requires TMA-ARC approval.

**1.5.2** Periodic power washing is the responsibility of the homeowner.

**1.5.3** Solar panels require TMA-ARC approval.

**1.5.4** The TMA-ARC reserves the right to regulate such items to the fullest extent permitted by applicable laws or regulations.



**1.6 Replacement Structures, Additions or Changes to Existing Homes**

**1.6.1** Replacement housing, including lanai/pool cages, as a result of fire or natural disaster must occupy the same footprint as the original house. Upward expansion of housing is limited to height of surrounding buildings, cannot exceed two stories and must not deviate from similar designs. All housing subject to the provisions of this document must be stucco and built with similar look and architecture. Additions to housing are required to follow the same rules.

**1.6.2** Changes to, or replacement of, windows or exterior doors require TMA-ARC approval.

**1.6.3** Changes or additions to exterior gutters require TMA-ARC approval.

**1.7 Antennas and Masts**

**1.7.1** AM/FM radio, amateur ("ham") radio, CB Radio, or digital audio radio services are not permitted

**1.7.2** The TMA-ARC reserves the right to regulate such items to the fullest extent permitted by applicable laws or regulations.

**1.8 Condo Associations**

**1.8.1** Condo Association ARCs must contact the TMA-ARC when their decisions will affect the buildings, landscaping, and other categories under Index 1-4 when such actions will change the external look of the condos from the view of the Tara Preserve communities. Their requests are to be in writing using the form provided in Section 6 of this Manual. The TMA-ARC DOES NOT have jurisdiction over individual units. These requests MUST BE directed to the appropriate Condo Association in which they reside for approval.

**1.9 Hurricane Protection**

**1.9.1** Storm shutters may be installed on any home or condominium within Tara Preserve. All storm shutters must be approved by the TMA-ARC before installation and maintained in good condition after installation.

**1.9.1.1** Those who wish to use protection for the entire Storm/Hurricane Season (June 1 through November 30) shall be required to use CLEAR PANELS (Lexan or its equivalent) on the windows and doors, which they wish to protect on the front and side of the residence. This will include both full-time and seasonal residents. Only Seasonal Residents who can provide proof of purchase of another type of shutter prior to October 17, 2007 may use non-clear shutters, excluding plywood, for the entire Storm/Hurricane season.

**1.9.1.2** Those who wish to use protection for the entire Storm/Hurricane Season (June 1 through November 30) on the rear, and only on the rear, of the home may use other types of materials; excluding plywood. This may include aluminum in roll-down or accordion style, fabric panels, or other previously approved material.

**1.9.1.3** Storm protection of any type may be used during the threat of tropical storm or hurricane for a limited deployment time. Protection shall be deployed no sooner than seven (7) days prior to the locally predicted landfall of a tropical storm or hurricane and must be removed no later than seven (7) days after said storm has passed.

**1.9.1.4** Standard penalties shall apply to Homeowners not in compliance with the above policy.



## **1.10 Screen Doors**

**1.10.1** Stationary screen enclosures and retractable screen doors may be permitted (with required proper maintenance) on the front door and garage door(s) only, with TMA-ARC pre- approval of color, material and design. Stationary screen doors are not permitted on front doors.

## **1.11 Driveways/Walkways and Other Exterior Home Surfaces**

**1.11.1** Decorative, painted, or stained driveways/walkways are permitted with requested design and color approval from the TMA-ARC.

**1.11.2** All exterior homes surfaces must be maintained and kept clean and free of mildew and other stains. It is the homeowner's responsibility to maintain the exterior of their home including walls, gutters, soffits and fascia.

**1.11.3** Driveway/walkway maintenance is the responsibility of the homeowner. Driveways/walkways must be kept clean, stain free and in good repair.

## **1.12 Ramps**

**1.12.1** Any parcel owner may construct an access ramp if a resident or occupant of the parcel has a medical necessity or disability that requires a ramp for ingress and egress under the following conditions.

**1.12.2** The ramp must be as unobtrusive as possible, be designed to blend in aesthetically as practical, and be reasonably sized to fit the intended use.

**1.12.3** Plans for the ramp must be submitted in advance to the TMA-ARC. The TMA-ARC may make reasonable requests to modify the design to achieve architectural consistency with surrounding structures and surfaces.

**1.12.4** The parcel owner must submit to the Association Management Company, an affidavit from a physician attesting to the medical necessity or disability of the resident or occupant of the parcel requiring the access ramp. Certification used for S. 320.0848 shall be sufficient to meet the affidavit requirement. (Transcribed from 2014 State Statutes 720-304.5, as amended from time to time).

## **2. Out Structures (includes mailboxes, flagpoles, signs, yard decorations, etc.)**

### **2.1 Mailboxes**

**2.1.1** Mailboxes shall be white, plastic or metal, and nearly the exact replacement in design and size of the original equipment (See Appendix A-1). Mailboxes and mailbox posts are not the property of the US Post Office, TMA or CDD. (Owners should be aware that mailboxes must also comply with the current regulations of the US Post Office.)

**2.1.2** Mailboxes are the sole responsibility of the homeowner whose house number is on the mailbox. Mailboxes shall be properly maintained and free of dirt, mold and mildew. The red flag and green address plate shall be maintained with original colors. Green replacement address plates can be obtained at a nominal fee from The Trophy Case, College Plaza II, 3633 Cortez Rd., in Bradenton. Phone orders are preferred at (941) 758- 1313 but can be obtained in person or through their website: [trophycasebradenton.com](http://trophycasebradenton.com)

**2.1.3** Mailbox posts shall be properly maintained and painted only exterior white, with a dark green (forest green) stripe at the top of the post. Posts should be similar in size and design to the original. The top of the post will be 24 inches above the top of the crossbar. Posts having mildew or mold shall be washed and/or painted to remove all mildew or mold. When a mailbox post is shared by two homeowners, the post shall be mutually maintained by both homeowners.

**2.1.4** A clear safe approach to the mailbox must be maintained.



## **2.2 Flagpoles and Flags**

### **2.2.1 Flagpoles are allowed within the following guidelines:**

**2.2.1.1** Any homeowner may display one (1) portable, removable United States flag or official flag of the State of Florida, and one (1) portable, removable official flag, not larger than 4 ½ feet by 6 feet which represents the United States Army, Navy, Air Force, Marine Corps, Coast Guard, Space Force, or a POW-MIA flag. All flags must be in appropriate condition and displayed in a respectful manner. No other flags are permitted to be flown in Tara Preserve.

### **2.2.1.2 Stand-alone flagpoles are permitted with TMA-ARC approval under the following guidelines:**

**2.2.1.2.1** Any homeowner may erect no more than one (1) freestanding flagpole on any portion of the homeowner's real property if the flagpole does not obstruct sightlines at intersections and is not erected within or upon an easement.

**2.2.1.2.2** The homeowner may further display from that flagpole, one official United States flag, not larger than 4 ½ feet by 6 feet, and may additionally display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, Coast Guard, Space Force or a POW-MIA flag. Any such additional flag must be equal in size to or smaller than the United States flag. All flags must be in appropriate condition and displayed in a respectful manner.

**2.2.1.2.3** The flagpole is subject to all building codes, zoning setbacks, and other applicable governmental regulations, including, but not limited to, noise and lighting ordinances in the county or municipality in which the flagpole is erected and all setback and locational criteria contained in the governing documents.

**2.2.1.2.4** No stand-alone flagpole may have a crossbar, sometimes referred to as a yardarm, and may not exceed twenty (20) feet in height.

**2.2.1.2.5** Stand-alone flagpoles must be white, bronze or standard aluminum in color.

**2.2.1.2.6** This provision is based upon and consistent with Section 720.304(2), Florida Statutes 2014. In the event that the statute is amended, this Section 2.2 shall be enforced in a manner consistent with the statute.

## **2.3 Fences**

### **2.3.1 Fences may be permitted with TMA-ARC approval, as per section 6 of this manual, and meet the following guidelines:**

**2.3.1.1** Fence height at any point may not exceed 36".

**2.3.1.2** Style shall be decorative picket, classic or gothic, white, bronze, or black in color and constructed of pre-finished synthetic materials. Wooden, wire mesh, or like materials are not permitted.

**2.3.1.3** Installation shall be professional in appearance; minimal grading of lawn area is permitted as necessary to achieve a visually pleasing structure.

**2.3.1.4** Installation shall be adjacent to the rear of the house, sited a minimum of 4 feet from the outer line of the house or lanai and a minimum of 6 feet from the rear property line. No more than 600 square feet may be enclosed.

**2.3.1.5** Appropriate landscaping to screen the fencing from neighbor's view is required.

**2.3.1.6** Pet doors that afford unsupervised pet access are not permitted.

## **2.4 Yard Decorations**

**2.4.1** Permanent yard decorations (not holiday) shall not exceed five (5) items without specific TMA-ARC approval and may only be placed in existing planting beds.



- 2.5 Signs** Per section 14.04 of the Master Declaration no sign or billboard shall be displayed to public view from any lot parcel, or sub-association property except as follows:
- 2.5.1 For Sale Signs**
- 2.5.1.1** Only a small portable style sign with metal stakes is allowed. The size shall be 18" x 24" and no more than 3 feet in height. Larger signs are permitted with TMA-ARC pre- approval.
- 2.5.1.2** A maximum of two (2) signs may be displayed on each property. This means one (1) sign in front of the house and one (1) sign in the back or side of the house.
- 2.5.1.3** An "Open House" sign may be displayed on the day of the showing only.
- 2.5.1.4** Rental/Lease signs are not permitted.
- 2.5.2 Election Signs**
- 2.5.2.1** The maximum size for any individual political sign in residential districts is six (6) square feet.
- 2.5.2.2** Signs will be permitted to be displayed beginning on the day absentee ballots are mailed and must be removed within 5 days after the election.
- 2.5.2.3** No more than one (1) sign for each elective office or issue on the ballot may be displayed in any given election cycle.
- 2.5.3** Garage sale signs are permitted. (See Section 4.4.4 for Standards)
- 2.5.4** Commercial signage is prohibited with the exception of on-going construction signs which must comply with Manatee County ordinance. Such signs may be posted the date construction begins and must be removed as soon as the TMA-ARC approved job is complete.
- 2.5.5** Any parcel owner may display a sign of reasonable size provided by a contractor for security services within 10 feet of any entrance to the home.
- 2.6 Play Equipment, Barbeques and Yard Maintenance Equipment**
- 2.6.1** Basketball hoops are not permitted as an attachment to any house. Free-standing (portable) basketball hoops are permitted but must not be visible from the street when not in use.
- 2.6.2** Play equipment, barbeques and yard maintenance equipment (mowers, wheelbarrows, garden hoses, etc.) are not to be placed in front of any home in Tara Preserve. Any items at the side of the home must not be visible from the street.
- 2.6.3** Play equipment in the back of any house must be within the confines of a screened enclosure that follows all rules as described in Section 1.4.5. Barbeques may only be used and stored in the back of a home or within a screened enclosure.
- 2.7 Generators and Other Equipment**
- 2.7.1** Manatee County and TMA-ARC approval is required for the installation of all generators. As part of the approval process, a proposed landscape plan must also be submitted to, and approved by, the TMA-ARC to shield the generator from public view.
- 2.7.2** Ancillary equipment to the home or pool may be installed on the exterior only so as not to be visible from the street or adjacent properties unless specifically authorized by the TMA-ARC (per 14.16 Declaration of Covenants). A reasonable attempt to shield this equipment MUST be made by the homeowner, using natural material such as bushes.
- 2.8 Awnings and Exterior Decorative Shutters**
- 2.8.1** Awnings may be only permitted on the back of a home with TMA-ARC approval. Exterior decorative shutters are not permitted.



### **3. Landscaping (includes lawns, living plant material, etc.)**

#### **3.1 Lawns**

**3.1.1** Lawns are to be mowed, weeded and trimmed as necessary. Areas browning due to lack of feeding must be attended to by the homeowner. Lawn areas browning due to infestation must be repaired at homeowner's expense. In Tara Preserve, maintenance-free villa homeowners should contact the GVLA Management Company to report any landscaping or irrigation issues.

**3.1.2** If homeowners fail to maintain their lawn, the Tara Master Association shall, after written notice to the owner, have the right, but not the obligation to affect such maintenance in accordance with Article 7 of the governing documents, and the Self-Help Policy as adopted by the TMA Board November 2013, or any revisions thereof. All costs of such maintenance shall be assessed to the owner as a Special Assessment.

**3.1.3** Lawns must be St. Augustine grass or other TMA-ARC approved grasses or ground cover, per Section 3.3. Exceptions are defined and referenced in 3.3.3.2 only.

#### **3.2 Living Plant Material and Compost Material**

**3.2.1** Bushes, living plant material and trees are to be trimmed and neat in appearance and shall not infringe on neighbors' property. Plant material must not cause a safety issue for vehicles by limiting visibility or infringe upon a pedestrian's safe passage. Mulched areas should be neat in appearance. Dead plants/materials, including trees, must be removed.

**3.2.2** Rain Barrels and/or composting bins are permitted with prior approval of a plan, submitted to the TMA-ARC. Such plans shall address placement, color, materials and plant screening as well as the basic construction of the device. All Florida-friendly devices must be properly maintained in function and appearance. Rain barrels and composting bins that are no longer functioning as originally approved shall be removed immediately. Please refer to Section 6 of this manual for the application process. Residents of the Golf Villas Landscape Association (GVLA) must first apply to the GVLA before submitting plans to the TMA-ARC

#### **3.3 Landscape Plans**

**3.3.1** Landscape plans that deviate from the original design and footprint must be submitted for approval to the TMA-ARC. Replacing existing plants (excluding trees) does not require TMA-ARC approval.

**3.3.2** Borders, edgings and/or ground cover must be approved by the TMA-ARC. See Article 10.01-(f) of the TMA By-Laws.

**3.3.3** Florida friendly landscape is defined as "quality landscapes that conserve water, protect the environment, are adaptable to local conditions, and are drought tolerant. The principles of xeriscaping include planning and design, appropriate choice of plant, efficient irrigation, practical use of mulches, and proper maintenance." (Transcribed from Florida State Statue 373.185, 2008). Requests by members of the GVLA, must be pre-approved by the GVLA prior to submission to the TMA-ARC.

**3.3.3.1** Given the transitional status of Tara Preserve from traditional landscape design to Florida Friendly, any specific landscape plan shall evidence a significant degree of aesthetic harmony with the immediate neighborhood and the community at large. The TMA-ARC acknowledges that some homeowners may wish to implement an overall plan in stages and welcomes this approach. Each Florida Friendly landscape plan submitted to the TMA-ARC for approval must indicate the design of the site plan, all plant materials, mulches, etc. It is **strongly recommended** that homeowners consult with the below-named resources in developing their plans. Please refer to Section 6 of this manual for the application process.

**3.3.3.2** Guidelines for development of Florida Friendly plans for Tara Preserve remove the current requirement of St. Augustine grass and allow grasses that



require less water but do not turn brown during winter. Consult the University of Florida Extension Service and Manatee Agricultural and Natural Resource Department for soil and site evaluation and recommended plant list. In addition, because of the root growth of oaks and other trees inhibiting the growth of St. Augustine grass, the planting of other grass types may be considered by the TMA-ARC.

**3.3.3.3** Homeowners may install ground covers that remain green all year. These ground covers shall, when fully grown, show no more than 20% mulch in their beds after a two- year establishment period. Ground covers installed to replace lawns shall not exceed sixteen inches in height. Consult the University of Florida Extension Service for soil analysis, weather zone, and lists of appropriate plants.

**3.3.3.4** Allowed mulches include cypress, pine bark, pine needles, and synthetic products that simulate the listed products.

**3.3.3.5** Consistently colored river rock may be allowed as a replacement for vegetative mulch in accordance with the above section 3.3.3.4 guidelines. Examples of specific areas may include around plantings, shrubs, trees, and mailbox posts.

### **3.4 Trees**

**3.4.1** Plant material may not obstruct the view of oncoming traffic and/or golf courses, preserve or lake views from the neighboring residence. The TMA-ARC may require the homeowner to remove the plant material at the homeowner's expense.

**3.4.2.** By Manatee County ordinance, no trees may be planted between the street and any sidewalk.

**3.4.3** Fruit trees are discouraged and will be PROHIBITED if rodents/snakes are found to be attracted to the area. All fruit must be removed from the ground within 12 hours. If the tree presents a health or safety issue and/or attracts rodents and/or snakes, the TMA-ARC may require the homeowner to remove the tree at the homeowner's expense. All tree removal, or additions, in the front or the side of the property requires prior TMA-ARC approval. It is the homeowner's responsibility to ensure that the tree(s) to be removed is on their property, belongs to them, and to comply with any applicable ordinances or permit requirements regarding tree removal.

**3.4.4** In the event of an Act of God, the homeowner is responsible for tree removal. As a condition of approving a removal of a tree on a homeowner's property, the TMA-ARC requires the stump be ground down a minimum of 4 inches below the surface. The TMA-ARC shall have the authority, in its discretion, to require the homeowner to replace the tree with another tree or other appropriate landscaping reasonably necessary to preserve the aesthetic appearance of the property.

**3.4.5** As recommended by the US Forest Service, the Florida Department of Agriculture and the Florida Forest Service, palm trees and canopy trees **should** not be topped or hat-racked. Such practice introduces insect infestation and disease leaving the tree disfigured. Hat-racking is a practice in which the top of the tree, known as the canopy, is removed, leaving vital major branches chopped off with stubs exposed. TMA-ARC approval is required prior to topping or hat-racking a tree in the front or side of the property.

### **3.5 Lighting**

**3.5.1** Landscape and security lighting, including lampposts are permitted. Lighting may not create a public nuisance for neighboring properties. Lampposts may not exceed 7 feet in height and require TMA-ARC approval.



#### **4. Miscellaneous**

##### **4.1 Parking**

**4.1.1** One small vehicle not to exceed 1 ton payload capacity (the total weight the vehicle can carry in both passengers and cargo) and 9 feet in height (measured from the ground to the highest point of the vehicle or any object) with commercial markings may be parked in a private driveway (per Manatee County Ordinance).

**4.1.2** There is to be no parking of recreational vehicles (i.e., campers, watercraft, all-terrain, etc.) or trailers on driveways except to load/unload and for no more than 48 hours without pre-approval from the TMA-ARC.

**4.1.3** Pick-up trucks with contents in the bed, which can be seen above the sidewalls of the bed, may not be parked in driveways.

**4.1.4** There is to be no parking on the grass at any time, unless permitted construction is occurring.

**4.1.5** Disabled or non-registered vehicles must be kept within the garage; not in driveways. Any disabled or non-registered vehicles parked on the streets should be referred to local law enforcement by the complainant.

##### **4.2 Curbs**

**4.2.1** Curbs and gutters shall be kept clean. Painting of curbs is not permitted.

##### **4.3 Trash, Recycling, and Yard Waste**

**4.3.1** Curb-side trash and recycling pick-up must be in covered containers or heavy-duty trash bags and may be placed at the curb within 24 hours before the designated garbage collection day or time. Trash and recycling containers must be removed from the curb within 24 hours after collection and properly stored out of public view.

**4.3.2** Yard waste must be properly disposed of as per Manatee County guidelines.

##### **4.4 Individual Garage/Estate Sales**

**4.4.1** Approval by the TMA-ARC is required in advance.

**4.4.2** Only one (1) yard sale per residence is permitted within 12 consecutive months.

**4.4.3** All items for sale or used in the garage/estate sale must remain in the garage and/or driveway. You may not block access to the sidewalk or interfere with your neighbor's privacy.

**4.4.4** Garage/estate sale signage is only permitted on the day of the sale. Only one (1) garage/estate sign no larger than 18"x24" is permitted. This sign may not exceed three (3) feet in height.

##### **4.5 Pets**

Pets in our community are subject to all provisions of the Manatee County Animal Control Ordinance. Violations of this ordinance will be enforced by the County. Important sections of this ordinance are described for homeowners' convenience in Section 5 of this Manual. The complete Manatee County ordinance is available at [www.mymanatee.org](http://www.mymanatee.org).

**4.5.1** Pets (cats, dogs, etc.) are to be under the control of their owner and on a leash at all times, when outside the owner's house or their lanai.

**4.5.2** Manatee County Ordinance requires pet owners to remove feces deposited by their animal from any public or private property.

**4.5.3** In the event that any pet kept on the premises shall constitute a nuisance, the pet owner will be held responsible.

**4.5.4** Dog runs, enclosures, houses, etc., are not permitted on the exterior of any property.

##### **4.6 Painting of Fire Hydrants**

**4.6.1** The painting of fire hydrants is prohibited except as directed by Manatee County or Fire Department.

**4.7 Holiday Lighting and Decorations**

**4.7.1** Holiday lighting and decorations may be placed no more than 30 days prior and must be removed no more than 15 days after the associated holiday.

**4.8 House Decorations**

**4.8.1** Exterior house decorations (non-holiday) require TMA-ARC approval.

**4.9 Clothes Lines, Non-Traditional Interior Window Treatments**

**4.9.1** Clotheslines or other exterior clothes drying apparatus are permitted within screened enclosures in the back of the house or on the property as long as they are not visible from the parcel's frontage, adjacent parcel, and adjacent common area, or a community golf course. (per Sec.720.3045 Florida Statue). Clothes, sheets, blankets, towels, or other articles may not be hung over fences or otherwise exposed, except in such manner as may be approved by regulations of the Tara Master Association. (Article 14.16 Miscellaneous Visual Restrictions, of the Master Document).

**4.9.2** Non-traditional interior window coverings (bed sheets, newspapers, etc.) that are visible from the exterior of the home are not permitted.

**4.9.3** The TMA-ARC reserves the right to regulate such items to the fullest extent permitted by applicable laws or regulations.



**SUPPORTING DOCUMENTS**

The provisions in this Manual originate from the Tara Master Association Declaration, including especially Article 6 (Powers and Duties of the Board); Article 10 (Architectural Review); Article 14 (Use and Construction Restrictions), and policies adopted by the TMA Board. The current versions of these documents are available on the TMA website: [www.taramasterassociation.com](http://www.taramasterassociation.com) ->documents tab->ARC Procedures and Standards.

### **Manatee County Animal Ordinance Excerpts**

Manatee County Animal Services has an Animal Ordinance that took effect May 2012. Some important sections of this Ordinance are reproduced here as a courtesy to pet owners in our community. The complete Manatee County Animal Ordinance 12-10 can be accessed on-line through the Manatee County website, [mymanatee.org](http://mymanatee.org).

Annual rabies vaccinations are required for all dogs, cats and ferrets. A Manatee County license tag is also required annually for these pets, which they are required to wear.

Dogs and cats are not allowed to run at large. Your dog or cat must be on a leash no longer than 8 feet in length when the dog or cat is off the property of the owner and must be under the physical control of the owner or custodian.

All dogs and cats must be under the direct control of the owner or custodian while on the property of the owner or custodian. Animal Services must receive a complaint in order to respond and specific criteria must be met for Animal Services to take further action regarding the violation, if one does exist.

The Ordinance requires pet owners to remove feces deposited by their animal from any public property or private property of another.

Animals may not be left in vehicles unattended or in the open bed of a pickup truck or similar vehicle without being confined in a carrier or restrained by a minimum of two tethers, each attached to opposite sides of the truck or other vehicle.

No dog or cat shall materially disturb the peace and quiet or interfere with the enjoyment of life or property by persistent or repetitive objectionable noise for a persistent period of time.

The owner or custodian of a dog or cat will be in violation if their animal, when unprovoked, attacks or inflicts injury on a human, domestic animal, or property or approaches an individual upon the streets, sidewalks, or any public grounds in a menacing fashion or apparent attitude of attack.

If an animal owner is issued a citation, he or she can elect to pay the citation or contest it in court. The person cited is allowed 30 days to make this decision, however, after this time period, if the citation is not paid or contested, they no longer have the right to contest the citation and may end up in jail if the fine is not paid.

**Manatee County Animal Services**  
305 25th Street West Palmetto, FL 34221 | Phone: (941) 742-5933



**ARCHITECTURAL REVIEW  
REQUEST FORM**

**Please note that this form may be printed or  
downloaded from the TMA website at:**

**[www.taramasterassociation.com](http://www.taramasterassociation.com)**

**=>Documents tab => ARC Request Form**

**Tara Master Association - Tara Preserve Architectural Review Committee**  
**Request for Architectural Review Form**

**TO:** Tara Master Association – Architectural Review Committee

**REQUEST:** Architectural approval for existing home/villa/condo additions and/or modifications

**FROM:** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Unit: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_ Modifications/additions to main structure, per Section 1 (attach site plan, building plans, design, material specifications, colors, and detailed explanation).

\_\_\_\_\_ Modifications/additions to out structures, per Section 2 (to include site plan, building plans, design, material specifications, colors, and detailed explanation).

\_\_\_\_\_ Landscaping, per Section 3 (to include site plan, design, materials description and specifications, and detailed explanation).

\_\_\_\_\_ Miscellaneous, per Section 4 (please attach detailed explanation).

\_\_\_\_\_ Garage Sale approval request.

\_\_\_\_\_ Exterior Painting: Color swatch(es) are required.

	Existing Color	New Color
Wall		
Front Door		
Garage Door		
Trim		
Roof		
Aluminum		
Stone		
Driveway		

The Architectural Review Committee has 30 days to review all properly submitted plans. A written reply will be given upon completion of action by the TMA-ARC.

**Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Architectural Review Committee**

**Date Received:** \_\_\_\_\_

**Action:**      *Approved* \_\_\_\_\_      *Denied* \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

\_\_\_\_\_ Approval is subject to the Owner obtaining necessary permits from governmental agencies.

**Submit to:** Condominium Associates  
5500 Bee Ridge Rd Ste #210  
Sarasota FL 34233  
Fax: 941-236-7702  
Email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com)



## SECTION 7

### SAMPLE NON-COMPLIANCE LETTERS

**Note:** The following letters are samples only.

Actual letters will vary depending upon factors such as the severity, duration, and frequency of violations.

## SAMPLE ONE

Home Owner  
1234 Any Street  
Bradenton FL 34203

Date:

First Notice of Non-  
Compliance Re: 1234  
Any Street

Dear Home Owner:

The Preserve at Tara is a deed restricted community. The purpose of deed restrictions is to preserve, protect and enhance the community. The Tara Master Association Preserve Architectural Review Committee (TMA-ARC) is charged with inspecting the community to preserve the quality of our community and enforcing deed restrictions.

During a recent routine inspection, it appears you have inadvertently overlooked some of your community's deed restrictions. As a courtesy, we would like to draw your attention of roof mold/dirt visible on the roof of your home.

The governing documents state:

**1.5.3 "All exterior home surfaces must be kept clean and free of mildew and other stains. It is the homeowner's responsibility to maintain the exterior of their home. Periodic power washing is the responsibility of the homeowner."** Please have your roof cleaned or pressure washed.

By way of this letter, the Tara Master Association Board of Directors respectfully requests that you attend to this matter by {30 days from date of notice}. **You must inform Condominium Associates of the date the corrective action was taken with proof (pictures, receipts for work done, etc.) that the violation has been corrected.** Proof may be submitted to the Condominium Associates office by email or mail.

The TMA-ARC thanks you for your understanding and cooperation in remedying the violation noted above. If you have any questions, please consult the current Tara Preserve TMA-ARC Standards, a copy of which is available on the TMA website at [www.taramasterassociation.com](http://www.taramasterassociation.com). You may also contact Condominium Associates at 941-236-7701 or email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com).

Respectfully,

(insert CAM name)  
CMCA Community  
Association Manager



## SAMPLE TWO

Home Owner  
1234 Any Street  
Bradenton FL 34203

Date:

Second Notice of Non-  
Compliance Re: 1234  
Any Street

Dear Home Owner:

In an effort to enhance property values throughout the community and maintain the standards set forth in the Tara Master Association Preserve Architectural Review Committee (TMA-ARC) documents, the TMA-ARC continually monitors properties for compliance with existing deed restrictions.

As a result of a prior inspection by the TMA-ARC you were sent a FIRST VIOLATION NOTICE regarding 1.5.3 Roof Mold/Dirt on {First Notice mailing date}.

To date, Condominium Associates has not been notified that this violation has been corrected. **By way of this second notice, the TMA-ARC formally requests you remedy the above noted violation by {30 days from this date of notice}, and inform with proof (pictures, receipts from work done, etc.), the management office as to the date the corrective action was completed.**

Should this deadline not be met, you will receive a FINAL notice outlining the approved fining procedures (fines up to \$100 per day with a maximum of \$1,000 per violation beginning on the deadline date above), and other legal action employed by the Tara Master Association when unresolved deed restriction violations occur.

The TMA-ARC thanks you for your understanding and cooperation in remedying the violation noted above. If you have any questions, please consult the current Tara Preserve ARC Standards, a copy of which is available on the TMA website at [www.taramasterassociation.com](http://www.taramasterassociation.com). You may also contact the Condominium Associates at 941-236-7701 or email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com).

Respectfully,

(insert CAM name)  
CMCA Community  
Association Manager

### SAMPLE THREE

Home Owner  
1234 Any Street  
Bradenton FL 34203

Date:

Final Notice (Hearing Date/ Compliance Meeting  
Date) Re: 1234 Any Street

Dear Homeowner:

The Tara Master Association (TMA) has sent previous notifications to you regarding a violation of the Association's governing documents as follows: 1.5.3 Roof Mold/Dirt.

The violation has been documented as occurring on the following dates and/or between the following time period:

{Insert date(s)} through current.

**Because you have not complied with the previous letter(s), you are hereby advised with this 21-day notice (as of the date of this letter) that a hearing has been scheduled before the Compliance Committee on {Date} at {Time} p.m., at the following location: The Tara Preserve Community Center, 7340 Tara Preserve Ln., Bradenton, FL 34203.**

The Compliance Committee will conduct the hearing to determine whether to confirm or reject the fine proposed by the TMA Board in the amount of (insert violation amount), {\$100 per day beginning (corrective action date from 2nd Notice) for each day of the violation, up to a maximum of \$1,000 per violation}. If you plan on bringing an attorney with you to this hearing, please notify the Association Manager at least 5 days prior to the scheduled date. At the hearing before the Compliance Committee, you will hear the evidence supporting the claim of violation and the fine proposed by the TMA Board. You will be able to refute any charges and present your position to the Compliance Committee regarding why a fine should not be confirmed by the committee. After the opportunity for both sides to be heard, the committee will review the information and determine if it will confirm or reject the amount of the fine proposed by the TMA Board.

**FAILURE TO ATTEND OR OTHERWISE REFUTE THE ALLEGATIONS OF THE VIOLATION WILL NOT SERVE TO DELAY THE HEARING OR PREVENT THE COMPLIANCE COMMITTEE FROM CONSIDERING WHETHER TO CONFIRM THE PROPOSED FINE.**

In the event you are unable to attend the meeting in person, you may submit a written statement to the Compliance Committee. If you have evidence that the violation has been corrected, it is imperative that you send such evidence by email to: [info@condominiumassociates.com](mailto:info@condominiumassociates.com) or in person to the address of the Sarasota office below. For your convenience, the committee will also offer you the option of attending the meeting via Zoom, but this must be approved at least two (2) days in advance of the committee meeting by Condominium Associates. For additional information or questions, you may also contact the management office by phone at 941-236-7701.

In accordance with the TMA Association's governing documents and Florida law, the Association may file a lien against your property to secure the payment of any enforcement fine(s) confirmed by the Compliance Committee that equals or exceeds \$1,000. Further, the TMA Association may file and pursue legal action to foreclose the lien and collect any fine imposed as well as seek injunctive relief to cure the violation, and to



collect the Association's attorney's fees and costs.

Respectfully,

(insert CAM name)

CMCA Community  
Association Manager

**Condominium Associates**  
**5500 Bee Ridge Rd Ste #210**  
**Sarasota FL 34233**  
**Fax: (941) 236-7702**  
**Email: [info@condominiumassociates.com](mailto:info@condominiumassociates.com)**

## Appendix A

### TMA Existing Color Palettes

#### Main Body Stucco Colors

SW7723 Colony Buff

SW7559 Décor White

SW7711 Pueblo

SW7511 Bungalow Beige

SW7738 Cargo Pants

SW7529 Sand Beach

SW7518 Beach House

SW7526 Maison Blanche

SW7689 Row House Tan

SW7722 Travertine

SW7506 Loggia

SW7676 Paper Lantern

#### Trim Colors

SW7562 Roman Column

SW7537 Irish Creme

SW7636 Origami White

SW7681 Tea Light **(no longer available)**

SW7553 Fragile Beauty

SW7501 Threshold Taupe

SW7554 Steamed Milk

SW7502 Dry Dock

SW7551 Greek Villa

SW7516 Kestrel White

SW7519 Mexican Sand

SW7552 Bauhaus Buff

SW7521 Dormer Brown

SW7542 Naturel

SW7533 Khaki Shade

SW7688 Sundew **(no longer available)**

SW7571 Casa Blanca

SW7563 Restful White

SW7556 Creme

SW7558 Medici Ivory

SW7541 Grecian Ivory

SW7721 Crescent Cream

SW7566 West Highland White

#### Front Door Colors:

SW7734 Olive Grove

SW7602 Indigo Batik

SW7674 Peppercorn

SW7701 Cavern Clay

SW7586 Stolen Kiss

SW7591 Red Barn

SW7603 Pool house

SW7728 Green Sprout



## Appendix A (cont.)

SW 7723  
Colony Buff

292-C1

SW 7562  
Roman Column

263-C1

SW 7537  
Irish Cream

265-C7

SW 7559  
Décor White

262-C5

SW 7636  
Origami White

259-C3

SW 7711  
Pueblo

287-C2

SW 7553  
Fragile Beauty

265-C6

SW 7501  
Threshold Taupe

250-C5

SW 7511  
Bungalow Beige

250-C2

SW 7554  
Steamed Milk

266-C1

SW 7502  
Dry Dock

250-C6

## Appendix A (cont.)

SW 7738 298-C1  
Cargo Pants

SW 7551 254-C1  
Greek Villa

SW 7529 285-C1  
Sand Beach

SW 7516 266-C5  
Kestrel White

SW 7519 288-C4  
Mexican Sand

SW 7518 288-C3  
Beach House

SW 7552 266-C6  
Bauhaus Buff

SW 7521 288-C5  
Dormer Brown

SW 7526 288-C1  
Maison Blanche

SW 7542 286-C3  
Naturel

SW 7533 285-C6  
Khaki Shade



## Appendix A (cont.)

SW 7689  
Row House Tan

292-C2

SW 7571  
Casa Blanca

264-C4

SW 7722  
Travertine

293-C3

SW 7563  
Restful White

263-C3

SW 7556  
Crème

262-C4

SW 7506  
Loggia

248-C2

SW 7558  
Medici Ivory

265-C2

SW 7541  
Grecian Ivory

247-C1

SW 7676  
Paper Lantern

294-C1

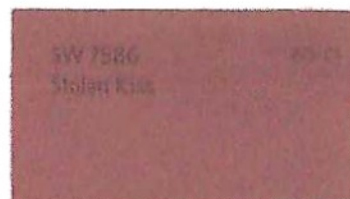
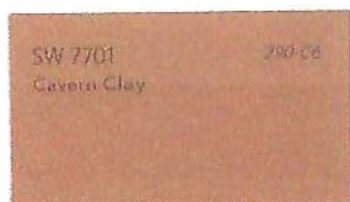
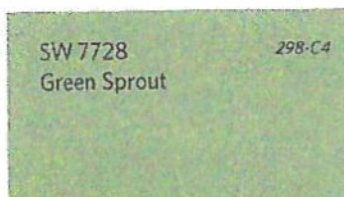
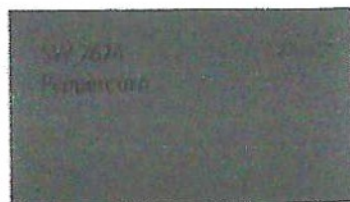
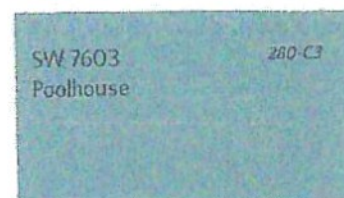
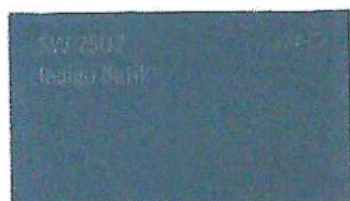
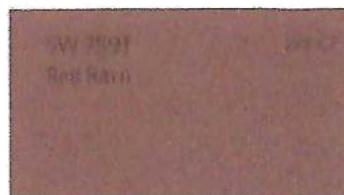
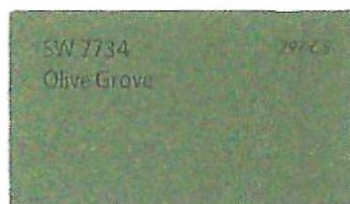
SW 7721  
Crescent Cream

293-C4

SW 7566  
Westhighland White

255-C3

## Appendix A (cont.)





## Appendix B Mailboxes

The mailboxes, posts and numbers in Tara Preserve were made and originally installed by "The Mailbox Man". Mailboxes are white plastic and were originally produced by Flambeau Products, Middlefield, Ohio. Replacement Flambeau mailboxes (T-R4503WT; Standard Classic Rural Style #1; white) are available online. Replacements, if not exact, must be similar in design, size and color.

Mailbox posts and crossbars must be exact replacements. The post dimensions are as follows: Height of post: 5 feet above ground  
Post dimensions: 6"x 6" solid wood Width of cross bar: 31.7/8"  
Double crossbars are 2" thick solid wood, with approximately 4 1/4" between front and back bar.  
Height of crossbar above ground: 36"

Mailbox posts and flags should be painted regularly to maintain a like-new appearance. Special paint for plastic is available at home improvement stores.

