



COMBINED RULES & REGULATIONS

General Rules & Regulations | ARB Rules & Regulations | Community Standards

(Revision Approved May 22, 2023)

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GENERAL RULES AND REGULATIONS

Article I. RULES AND REGULATIONS

Section 1.01 What is Longshore Lake?

Longshore Lake is a premier community located in north Naples. The neighborhood is a mix of generational families, generous lot sizes, wide avenues, mature landscaping, and an 88-acre pristine lake. See Appendix 1 for a map of Longshore Lake.

Section 1.02 Vision Statement.

Longshore Lake is recognized as a premier bundled, family-focused community in a desirable place to live with outstanding amenities, activities, and lifestyle.

Section 1.03 Mission Statement.

- (1) We are a premier bundled community in Southwest Florida whose members and staff are committed to working together to provide excellent amenities, programs, services, and workplaces.
- (2) Longshore Lake consists of mature landscaping, an 88-acre Lake, a competitive tennis program, community dining, and an active fitness program.
- (3) The Foundation oversees Longshore Lake in a fiscally responsible manner to enhance our Members' investment.

Section 1.04 Core Values.

- (1) Environmentally Beautiful – We recognize the value of the aesthetic appeal of our unique natural environment and proactively seek to protect the beauty and sustainability of our ecosystem.
- (2) Community Involvement – Our members proactively participate through their time and effort toward improving Longshore Lake.
- (3) Responsiveness – We continuously seek to identify and respond to members' needs, desires, interests, and priorities through effective communication.
- (4) Fiscal Responsibility – We continue to enhance the quality and value of the property, facilities, and services by operating the Club in a professional, ethical, and fiscally sound manner.
- (5) Active – We are a socially active community that provides camaraderie and relaxation in various outdoor recreational, Club programs, and activities for all ages.
- (6) Family Friendly – We are a diverse community welcoming to all members.

Section 1.05 Discrimination, Bullying, and Harassment.

- (1) Discrimination. The Foundation shall not discriminate against any person or group of persons based on race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state, or local laws.

- (2) Everyone should be treated with dignity and respect. As such, the Foundation shall not tolerate bullying or harassment.
- (3) “Bullying” occurs when an individual, or a group of individuals, repeatedly behaves unreasonably towards another, and the behavior creates a risk to health and safety. It includes both physical and psychological abuse. By way of example, bullying includes:
 - A. Abusive, insulting, or offensive language or comments.
 - B. Violent, aggressive, or intimidating conduct; and
 - C. Belittling or humiliating comments.
- (4) “Harassment” is any unwanted behavior that humiliates, intimidates, or creates a hostile environment. Harassment may include any direct physical contact (such as punching, pushing, tripping, spitting, or blocking someone’s way) or any form of unwanted physical contact.

Section 1.06 Why We Have Rules.

- (1) Enforcing community Foundation rules is an essential function of the Board.
- (2) Rules and Regulations help maintain property values, meet county, state, and federal laws, keep the community running smoothly, and ensure the peaceful enjoyment of Longshore Long Lake.
- (3) Rules and Regulations are the cornerstones of a thriving community. As such, the Foundation provides them to Owners and Tenants alike before they move in with the understanding that we all shall live by them.
- (4) The Board may adopt rules and regulations or amend, modify, or rescind, in whole or in part, the existing rules and regulations for the operation of Longshore Lake.
- (5) All capitalized terms used shall have the same meaning as in the Governing Documents.

Section 1.07 Definitions.

- (1) “Act “means Chapter 720 of the Florida Statutes, as amended.
- (2) “Adult “means a person aged 18 years or older.
- (3) “Amenities” means Clubhouse dining, Basketball, Tennis, Community Pool, Fitness Center, Children’s Playground, Fishing, and Boating at Longshore Lake.
- (4) “Architectural Review Board” (ARB)” means the committee that reviews and approves plans and specifications for the location, size, type, or appearance of any structure or other improvements on a Parcel, or to enforce standards for the external appearance of any structure or improvement located on a Parcel.
- (5) “Board “means the Board of Directors of the Foundation.
- (6) “Common Areas” means the lakes, roads, sidewalks, gatehouse area, Clubhouse, recreational facilities, other buildings, cul-de-sacs, and real property owned by the Foundation or dedicated for use or maintenance by the Foundation or its members by a recorded plat or a Declaration.

- (7) “Deck” means a wooden or wood-plastic composite platform built above the ground and connected to a house.
- (8) “Declaration” means the Amended and Restated Declaration of Protective Covenants for Longshore Lake Foundation, Inc., as amended or restated from time to time.
- (9) “Dining Member” means an outside non-resident paid Member who enjoys Dining privileges only.
- (10) “Dock” or “Pier” means a structure that projects from the shore into the water.
- (11) “Easement” means the right to use the real property of another for a specific, limited purpose, such as pedestrian paths, bicycle paths, utility easements, drainage, and open space, by way of example.
- (12) “Electrical Vehicle Charging Station” means a station designed in compliance with the federal, state, and local building codes and delivers electricity from a source outside an electric vehicle into one or more electric vehicles.
- (13) “Family” or “Single Family” means (a) one natural person or (b) a group of two or more natural persons living together, each of whom is related to the other by blood, marriage, legal custody, adoption, or (c) two or more related or non-related persons who reside together as a single housekeeping unit.
- (14) “Foundation” means the Longshore Lake Foundation, Inc., a Florida not-for-profit corporation.
- (15) “Foundation Property” all assets owned or leased by the Foundation and the Common Areas as defined in Section 1.07(6).
- (16) “Governing Documents” the Declaration, Articles of Incorporation, By-laws, Rules & Regulations, and Architectural Planning Criteria of the Foundation, as amended from time to time.
- (17) “Guest” or “Guests” means any person physically present in or occupying a Living Unit temporarily, without payment of consideration, at the invitation of an Owner.
- (18) “Hedge” means an organic plant material consisting of shrubs, not trees.
- (19) “Lease” means the grant by an Owner of a temporary right for a Tenant to occupy an Owner’s Residence for consideration.
- (20) “Living Unit,” “Unit,” or “Residence” means residences constructed on the Parcels, each intended for use and occupancy as a residence for a single family.
- (21) “Longshore Lake” means the name of the Properties described in Collier County Ordinance No. 93-3 that set forth a plan for 566 single-family and single-family cluster dwellings.
- (22) “Member” means all persons who are members of the Foundation as defined in the Declaration, Articles of Incorporation, and By-Laws of the Foundation and includes Dining Members and Tennis Members.

- (23) “Minor” is a person 17 years of age and under. See FL. Stat., Section 743.07.
http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0700-0799/0743/Sections/0743.07.html
- (24) “Owner” means a person, entity, or trust that is the Owner of record of a Living Unit.
- (25) “Parcel” means a platted lot.
- (26) “Recreational Path” means an improved lane, path, road, trail, or walkway to provide a corridor for travel between destinations primarily by walking, biking, or using non-internal combustion vehicles.
- (27) “Residence” means a dwelling in Longshore Lake where an Owner lives permanently or on a seasonal basis.
- (28) “Resident” means an Owner or Tenant (or both) depending on the context of a particular rule or regulation.
- (29) “Rules and Regulations” means the administrative rules and regulations governing the use of the Common Area and procedures for administering the Foundation and Properties, as adopted and amended by the Board.
- (30) “Setback” means the minimum distances of a permanent structure’s front, rear, and sides in relation to the property lines.
- (31) “Single Family Residence” means a Living Unit restricted to occupancy to the Owner or primary Occupant and their family, Guests, and Tenants as defined in this Section.
- (32) “Structure” means anything constructed or erected which requires a fixed location on the ground, in the ground, or attached to something with a fixed location on or in the ground, including buildings. Fences, walls, gates, or posts are not intended to be structures. See Collier County Land Development Code, Section 1.08.2.
- (33) “Tenant” means one who leases from an Owner and holds temporary possession of a Living Unit.
- (34) “Tennis Member” means an outside non-resident paid Member who enjoys Tennis, Pool, Fitness, and Dining privileges.
- (35) “Unusual Pets” means those animals not generally maintained as pets, such as poultry, livestock, horses, large reptiles, anthropoids, felines other than cats, canines other than dogs, rodents, birds, and other creatures or not maintained in a terrarium or aquarium.

Section 1.08 Rules and Regulations.

- (1) **Adult Supervision of Children.**
[Intentionally deleted]

(2) **Animals and Pets.**

- A. Ordinary house pets are permitted, subject to the guidelines contained herein.
- B. Breeding of any animals or pets, including ordinary house pets, or any other keeping of pets for any commercial purpose whatsoever within Longshore Lake is prohibited.
- C. Unusual Pets shall not be kept, raised, bred, or maintained on any portion of Longshore Lake.
- D. Pet owners are responsible for any property damage, personal injury, or disturbance caused by their pets. Pet owners shall indemnify and hold harmless the Foundation against any loss or liability arising from any property damage, personal injury, or disturbance caused by their pets.
- E. Pets shall not be left unattended outside the Residence. In addition, no pet shall be kept tied up outside, on a covered or screened porch, or patio unless someone is in the Residence.
- F. All dogs and cats shall be walked on a leash and fully controlled by their owners. In addition, any pet shall be carried or kept on a leash outside a Residence or a fenced-in area.
- G. Any solid animal waste shall be immediately picked up, removed, and deposited in a covered outdoor trash receptacle.
- H. While in heat, a pet owner shall confine a female animal to the Residence to avoid contact with another animal or create a nuisance by attracting other animals.
- I. No person shall own, keep, harbor, or possess any animal that annoys others nearby by loud, frequent, habitual barking, yelping, braying, crowing, or other noise.
- J. No Resident shall inflict or cause cruelty upon any pet.
- K. The Board has the authority to order the permanent removal of any pet which becomes an unreasonable source of annoyance.
- L. Florida law prohibits the feeding of wildlife and freshwater fish. See.
http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0300-0399/0379/Sections/0379.412.html

(3) **Assumption of Risk.**

Persons using the Common Areas, as defined in Section 1.07(6), assume all risks associated with using the Common Areas.

(4) **Basketball Court**

- A. The basketball court may be used daily from 8 a.m. to sunset. Use may be restricted as needed.
- B. Hanging from the rim is not permitted.
- C. Basketball is prohibited if cars are parked too close to the playing area.
- D. Foul language and excessive noise are prohibited.

(5) **Bicycles.**

- A. Bicycles are considered “vehicles” under Florida law. As such, bicycle riders shall obey the same traffic rules as motorists.
- B. These traffic rules include stopping for stop signs and red lights, riding with traffic flow, using lights at night, and yielding the right-of-way when entering any road. For more, see. http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0300-0399/0316/Sections/0316.2065.html
- C. Bicyclists shall give a hand signal to other drivers within 100 feet before making right and left turns. The appropriate protocol for signaling a turn is as follows:
 - 1. *Left Turn*: Extend the left hand and arm horizontally to the left side of the bike.
 - 2. *Right Turn*: Extend the left hand and arm upward or extend the right hand horizontally to the right side of the bike.

For more information, see http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0300-0399/0316/Sections/0316.155.html.
- D. The Foundation encourages all bicycle riders to wear a bicycle helmet when riding a bike. Nonetheless, bike riders assume all risks associated with riding their bicycles in Longshore Lake.
- E. The Foundation recommends that all bicycles have safety equipment such as front and rear lights, reflectors, mirrors, and horns or bells.
- F. Bicycle riders shall use the bicycle racks provided when parking a bicycle by the Clubhouse, tennis courts, or Clubhouse parking lot.
- G. Bicycle riders assume all risks associated with riding their bicycles in Longshore Lake.

(6) **The Clubhouse**

- A. The General Manager sets the hours of operation for services and facilities according to seasonal demand and other considerations. The hours of operation are published on the Foundation’s website and in the newsletter.
- B. Members may entertain Guests during operating hours and special events.
- C. The Clubhouse shall provide all food and beverages consumed on the premises, except Members may bring their wine, subject to a corkage fee.
- D. A service charge will be added to all food and beverage purchases. The Food & Beverage Manager may adjust service Charges for takeout.
- E. A service fee will be added for cutting and serving a cake brought by Members for consumption at the Clubhouse.

- F. The General Manager shall determine the time and location of organized games and activities within the Clubhouse.
- G. Suggestions or complaints about Clubhouse service shall be made in writing to the General Manager or Food and Beverage Manager.
- H. No one is permitted in the Clubhouse service areas (e.g., kitchen, behind the bar) except staff members, except with written approval of the General Manager or Food & Beverage Manager.
- I. The sale and consumption of food and beverages will be made under applicable federal, state, and local laws and ordinances.
- J. Members or Guests who appear intoxicated or whose conduct is inappropriate will not be served and may be asked to leave the Clubhouse.
- K. Minors may sit at the Clubhouse bar provided they do not consume alcohol.
- L. Athletic equipment, clothing, or wet apparel shall not be placed on tables and chairs.
- M. Dress
 - 1. Proper attire must be worn in the Clubhouse. Shoes and shirts are required.
 - 2. Tennis attire, caps, athletic hats, and visors are permitted at lunch. The Foundation may make exceptions for special events.
 - 3. Swim attire is permitted in the pool area and bathrooms only. Appropriate cover-ups shall be worn elsewhere.
- N. Reservations
 - 1. Reservations for seating in the dining room and bar are recommended.
 - 2. Each event flyer will state the holiday dining and special events cancellation policy.
 - 3. Reservations are required for holiday dining and special events. Unless otherwise advertised, reservations cannot be made more than 30 days before the event.
- O. Private functions such as cocktail parties, brunches, lunch and dinner parties, weddings, receptions, and business meetings are encouraged.
- P. Vehicles shall be parked in designated areas. Parking is prohibited on the Clubhouse drive or in front of the Clubhouse by order of the Fire Department.
- Q. Individual rooms within the Clubhouse may be available for private functions, reserved through the F&B Manager.
- R. Members and Guests shall treat the Food & Beverage Team with dignity, respect, and common courtesy.

- S. If a Member or Guest is dissatisfied with the service level, please address the issue with the General Manager or the Food & Beverage Manager, not the waitstaff, cooks, servers, or bartenders.
 - T. As a courtesy, Members and Guests shall put their cell phones on silent or vibrate mode while in the Clubhouse. If it is necessary to have a phone conversation, please do so outside the Clubhouse.
- (7) **Clubhouse Playground.**
- A. . [Intentionally deleted]
 - B. . [Intentionally deleted]
 - C. . [Intentionally deleted]
 - D. The Playground is open from 8:00 a.m. until sunset.
 - E. Trees and landscaping are not considered playground equipment and shall not be climbed, pulled, or disturbed.
- (8) **Commercial Vendors, Contractors, & Vehicles.**
- A. Commercial vendors and contractors shall perform their services between 7:00 a.m. and 6:00 p.m., Monday through Friday, and 8:00 a.m. to 3 p.m. on Saturday.
 - B. Section 8(A) does not apply to emergency vehicles or delivery services (e.g., UPS, FedEx, DHL, USPS, Amazon) and moving vans.
 - C. Commercial vehicles shall not park in a driveway or the street in such a manner as to hinder, impede, or obstruct (1) easy ingress or egress to another Resident's driveway or (2) traffic on the streets of Longshore Lake or (3) a pedestrian's use of a sidewalk.
- (9) **Communication with Foundation Contractors & Vendors.**
- Residents shall not communicate, interact, instruct, or direct contractors and vendors retained by the Foundation while the contractors are performing work for the Foundation.
- (10) **Damage to Foundation Property.**
- Any damage to Foundation Property or equipment caused by an Owner or family member, Guest, Invitee, or Tenant of the Owner shall be repaired or replaced at the expense of the Owner, Guest, Invitee, or Tenant, where applicable.
- (11) **Drones.**
- Drones are not allowed other than those operated for commercial or civil purposes or with the written permission of the General Manager for special events.
- (12) **Electric Vehicle Charging Stations.**
- All Electric Vehicle Charging Stations must be installed inside an Owner's garage.

(13) **Estate Sales.**

Estate Sales are permitted for two days with the written permission of the General Manager in advance.

(14) **Fitness Center**

- A. Fitness Center hours are daily from 5:30 a.m. to 10:00 p.m., including weekends and holidays.
- B. Members may access the Fitness Center outside operating hours with key fobs or their mobile phone's Longshore Lake QR codes.
- C. Members may purchase key fobs at the Foundation office.
- D. a Member's QR code (the two-dimensional bar code on the Longshore Shore mobile phone app).
- E. Please consult a physician before physical activity. The Foundation is not responsible for accidents or injuries due to the activity's nature.
- F. In an emergency, call 911. First aid supplies and an automatic external defibrillator are in the hallway outside the fitness center. Do not test or tamper with this equipment.
- G. Proper athletic shoes are required in the Fitness Center.
- H. Proper athletic attire is always required.
- I. Wet bathing suits are not permitted.
- J. Shirts are always required, and no revealing athletic wear.
- K. Consumption of food is not permitted.
- L. Bottled water and sport drinks with caps are permitted.
- M. Do not drop free weights or machine weights. Members shall be held responsible for any damages.
- N. All free weights must be returned to their original position after a workout.
- O. Equipment is not to be moved from its stationary position.
- P. Modifications of equipment beyond its designed purpose are prohibited.
- Q. No other fitness weights/equipment may be brought into the fitness center.
- R. Please be kind and considerate to others. All cell phones must be on silent or vibrate mode. Members and Guests shall do so outside the Clubhouse if it is necessary to have a phone conversation.
- S. All equipment must be wiped down before and after each use.
- T. Anti-bacterial cloth dispensers are in the back of the fitness center.

- U. Injuries, accidents, or equipment failures must be reported immediately to the Foundation office.
- V. The Foundation is not responsible for lost or stolen items.
- W. Please return found items to the Foundation office.
- X. Residents may only bring two Guests to the Fitness Center at a time; the Residents must always accompany guests.
- Y. Alcohol, non-prescription drugs, and tobacco products are NOT permitted.
- Z. Pets are not permitted in the Fitness Center.
- AA. Please use headphones when using electronic music and listening devices.
- BB. Profanity, loud grunting, excessive loud talking, or noises in the Fitness Center is prohibited.
- CC. No one under 14 shall use the Fitness Center equipment for safety reasons.

(15) **Garages and Auto Storage.**

- A. Personal use vehicles (bicycles, golf carts, motorcycles, etc.) shall be stored in garages when not in use.
- B. Residents may not use a garage as additional living space.
- C. No commercial vehicle, recreational vehicle, motorcycle, boat, boat trailer or trailer, camper, mobile home, or disabled vehicle can be parked overnight anywhere within Longshore Lake except inside a fully enclosed garage.
- D. No vehicle displaying a "For Sale" sign shall be parked on a driveway, sidewalk, lawn, or the Common Areas.
- E. Vehicles and trailers shall not remain in the Club parking lot overnight without advance permission from the General Manager.
- F. Garage doors shall remain closed when the garage is not in use.

(16) **Garage & Yard Sales.**

Garage and yard sales are prohibited.

(17) **Gatehouse.**

- A. The Gatehouse is staffed 24 hours, seven days a week (unless storm conditions make staffing hazardous).
- B. Members, Guests, visitors, and vendors shall treat the gatehouse staff courteously and respectfully.
- C. Complaints concerning the gatehouse staff shall be made directly to the General Manager, not to the gatehouse staff.
- D. The gatehouse staff has no law enforcement authority.

- E. Suspected unlawful behavior or other emergencies should be reported by calling 911 or the Collier County Sheriff's Office at 239-252-9300. After the incident, please notify the Foundation office.
- F. All visiting guests, vendors, and contractors shall produce a valid driver's license or ID before a gate attendant permits entry to Longshore Lake. No one shall gain access without proper identification.
- G. Residents shall notify the Gatehouse of all visitors via the Longshore Lake website or app.
- H. The gate attendant is not permitted to handle parcel pick-ups or deliveries.
- I. Bar codes permitting the automated entry gate are available for Residents, Dining Members, and Tennis Members in good standing. Bar codes may be purchased at the Foundation office upon showing a valid driver's license and vehicle registration.
- J. Administration staff must apply the bar codes to vehicles.

(18) **Golf Carts.**

- A. A golf cart may be operated between sunrise and sunset only unless the golf cart is equipped with headlights, brake lights, turn signals, and a windshield. See <https://www.flsenate.gov/Laws/Statutes/2008/316.212>.
- B. A golf cart shall have efficient brakes, reliable steering apparatus, safe tires, a rearview mirror, and red reflectorized warning devices in both the front and rear. See <https://www.flsenate.gov/Laws/Statutes/2008/316.212>.
- C. A golf cart may not be operated on public roads or streets by anyone under the age of 14. See <https://www.flsenate.gov/Laws/Statutes/2008/316.212>.
- D. A golf cart operator shall obey all traffic signs and speed limits when operating the golf cart within Longshore Lake.

(19) **Hedges.**

Hedges shall not exceed 14 vertical feet. See Section 1.07(18) for a definition of a "Hedge."

(20) **Home-based Businesses.**

[Reserved pending revision of the Covenants in 2023-24]

(21) **Holiday Decorations.**

- A. Holiday Decorations (including holiday lights) will not require ARB approval if Residents follow the time periods in this Section. However, deviations from these time periods may subject a Resident to receiving a notice of violation letter.
- B. Residents shall place Holiday Decorations on their property only. Placing Holiday Decorations in the Common Areas (including cul-de-sacs) is prohibited absent express written approval from the General Manager.
- C. Holiday-themed flags are considered Holiday Decorations and, therefore, subject to the same time periods in this Section. Holiday flags shall not be larger than 4.5 feet by 6 feet.

D. Large, inflatable decorations may be displayed only during the Halloween, Easter, and year-end holidays of Christmas, Hanukkah, and Kwanzaa.

E. Time Period 1.

1. *Holidays*: Martin Luther King Day, Valentine's Day, St. Patrick's Day, Cinco de Mayo, Memorial Day, Flag Day, Independence Day, Columbus Day, and Veterans Day.

2. *Time Period*: Decorations may be installed three days before the holiday and removed three days after.

F. Time Period 2.

1. *Holidays*: Easter, Halloween, Thanksgiving.

2. *Time Period*: Decorations may be installed fourteen days before the holiday and must be removed within seven days after the holiday.

G. Time Period 3.

1. *Holidays*: Christmas, Hanukkah, Kwanzaa

2. *Time Period*: Decorations may be installed the Saturday before Thanksgiving and removed by January 10th.

(22) **Hurricane Season.**

A. Owners planning to be absent during the hurricane season (June 1-November 30) shall prepare their home and Lot before leaving by removing all furniture, potted plants, and other movable objects from the covered patio or screen enclosure area and the outside of the home.

B. The Owner also shall designate a responsible person or individual to care for the home and Lot should they suffer hurricane damage.

C. The Foundation has a Hurricane Emergency Plan that outlines steps Residents may take to help with their safety before, during, and after a hurricane. The Hurricane Emergency Plan is available on the Longshore Lake website.

(23) **Irrigation.**

A. All irrigation controls on individual residences shall follow the Foundation's Master Irrigation Plan. This plan designates days to water, duration, and time of day. Therefore, it is essential that individual controllers NOT be changed from the scheduled settings.

B. Controllers shall be located on accessible exterior walls, not in locked areas such as garages or lanais. In addition, the Foundation has a permanent easement to inspect and reset all irrigation controllers.

C. A residential irrigation system may malfunction.

1. In that case, the Foundation may shut off the water supply at the demark gate valve between the residential property and the Foundation supply main.
 2. The Foundation will not turn on the water supply until the Resident corrects the malfunction.
- D. The Foundation recommends that all Owners have a designated irrigation contractor to resolve malfunction issues.
 - E. All problems with irrigation systems in Common Areas and residential areas (e.g., supply system leaks or excess watering) shall be brought to the attention of the Foundation immediately.
 - F. Wet checks of irrigation systems are authorized only on Wednesdays and Thursdays between 8:00 a.m. and 3:00 p.m. They are limited to 10 minutes per zone.
 - G. The Foundation reserves the right to fine Owners or restrict their water supply for failure to comply with these irrigation rules.

(24) **Leasing.**

- A. No Owner may lease a Parcel without the prior written approval of the General Manager.
- B. All leases shall provide that if the Owner is delinquent in the payment of assessments or other amounts due and owing at any time during the lease term, the tenant's payments under the lease shall be paid directly to the Foundation. See Section 12(A) of the Amended and Restated Declaration of Protective Covenants (dated April 8, 2010) for more detail. [Note: Maybe subject to revisions in 2023-24].
- C. Within twenty (20) days of receipt of the required notice and all information requested, the GM shall approve or deny the lease.
- D. If a lease is approved, the approval shall be stated in a Certificate of Approval executed by the President or Vice President of the Foundation and delivered to the lessor.
- E. If the Board neither approves nor disapproves within twenty (20) days, such failure to act shall be deemed the equivalent of approval. The Board shall issue a Certificate of Approval to the lessor on demand.
- F. Terms of Lease.
 1. Only entire Living Units may be leased, with prior approval of the Foundation as required above.
 2. The minimum leasing period is ninety (90) days.
 3. A Living Unit may not be leased on more than three (3) occasions in any calendar year.
 4. A lease shall be deemed to occur in the calendar year in which the lease term commences.

- G. All leases must incorporate the Foundation's lease addendum outlined in Section 12(A) of the Amended and Restated Declaration of Protective Covenants (dated April 8, 2010 [Note: Maybe subject to revisions in 2023-24]).
- H. Only the lessees, their family members within the first degree of relationship by blood, adoption, or marriage, and their spouses and guests may occupy a Residence.

(25) **Nuisance and Disturbances.**

- A. Owners, Family Members, Guests, Invitees, and Tenants have the right to quiet and peaceful enjoyment of the property without interference. Consistent with the right, the following rules apply to activities conducted within Longshore Lake.
- B. No obnoxious activity shall be carried on at any Residence or Lot or in or about any portion of Longshore Lake.
- C. Nothing shall be done that may be an unreasonable annoyance or a nuisance to any other Owner or interferes with the peaceful possession or proper use of the Residences or the surrounding areas.
- D. Nothing shall be done within the Foundation Property or any Residence that causes embarrassment, discomfort, unreasonable annoyance, or nuisance to any Owner, Family Members, Guests, Invitees, Residents, Tenants, and all Foundation contractors (including but not limited to the Gatehouse staff) using any portion of Longshore Lake.
- E. No loud noises or noxious odors shall be permitted.
- F. Fireworks are prohibited at Longshore Lake.
- G. None of the following shall be located, used, or placed on any Lot or inside any Residence or exposed to other Owners without the prior written approval of the Board:
 - 1. horns, whistles, bells, or other sound devices (other than security devices used exclusively for security purposes); or
 - 2. noisy vehicles, off-road motor vehicles; or
 - 3. any items which may unreasonably interfere with television or radio reception.
- H. Residents shall not operate radios, televisions, musical instruments, speakers, or any other noise-producing devices or equipment at times or at volume levels that shall disturb others.

(26) **Observance of Governmental Requirements.**

- A. All applicable laws, zoning ordinances, orders, rules, regulations, and requirements of all governmental bodies having jurisdiction ("Governmental Requirements") shall be observed.
- B. Violations of any Governmental Requirements relating to the Longshore Lake Property or any Lot or Residence shall be corrected by, and at the sole expense of, the responsible Owner and, as appropriate, the violator.

(27) **Official Records Request.**

- A. Written requests for official records must be submitted by standard US mail to the Longshore Lake Foundation, Inc. 11399 Phoenix Way, Naples, FL 34119
- B. Official Record Request must be sent via U.S. Mail only. Requests received orally by email, fax, text, scans, or any method will not be considered an Official Record Request.
- C. Owners may submit one (1) request per month consisting of no more than two (2) items per request. Florida Statute 720.303(5) permits the Foundation to charge a fee for the number of pages, the time the personnel spent copying and retrieving information, and the cost per page to use the association's equipment.
- D. Foundation personnel may be assigned to assist with the inspection.
- E. The Foundation shall maintain a record log of the records of the requests listing:
 - 1. The date that the written request was received and the date stamped.
 - 2. The name of the requesting Owner.
 - 3. The records that are being requested.
 - 4. The amount of staff time to collect records.
 - 5. The date the records are available for inspection and copying.
 - 6. The date of actual inspection and copying.
 - 7. The signature of the party inspecting or copying records.
 - 8. The receipt of same before the transfer of records to requesting party.
- F. The Foundation will contact owners to review the requested records and pick up copies requested at an appointed time. Records may be mailed using US mail only if requested.

(Source: Statutory Requirements for Dealing with the Inspecting and Copying of Official Records Approved by the Longshore Lake BOD 3-4-1019)

(28) **Open Houses.**

- A. Open Houses for the public may only be held on Saturdays and Sundays between 12 p.m. and 5 p.m.
- B. Open House signs are permitted only on the day of the open house.
- C. Open House signs must be removed immediately after the end of the open house.
- D. Open houses for realtors may be held on any day of the week.
- E. Open house signs are not permitted for open houses for realtors-only open houses.

(29) **Outdoor Play Equipment.**

See ARB Rules and Regulations, Article II, Section E (11).

(30) **Parking and Vehicle Restrictions.**

- A. Because every street in Longshore is only two-lane, street parking creates congestion and increases the possibility of an accident. Therefore, only commercial vehicles may park in the street while on business.
- B. Resident and Guest parking is limited to garages and driveways except for gatherings at Residents' homes where street parking is permitted. Only one side of the street is used, and mailboxes and fire hydrants are clear.
- C. Overflow parking located on Linnet Lane and Chat Court is for Guests only.
- D. Parking on the grass and sidewalks is prohibited.
- E. No one shall park in such a manner as to block mailboxes and fire hydrants.
- F. No overnight parking of boats and commercial vehicles is allowed unless within the home's garage and with the garage door closed.
- G. Vehicles that cannot operate under their own power or remain within Longshore Lake for more than seventy-two hours may be towed at the Owner's expense. This does not apply to vehicles parked on the Owner's driveway or garage.

(31) **Portable On Demand Storage ("PODS").**

Portable On Demand Storage "PODS" units may be stored on driveways for a period not to exceed seven (7) days in any six (6) month period. Residents shall notify the Foundation office of the day a POD will be stored on their driveways.

(32) **Quiet Hours; Use of Gas-Powered Equipment & Power Tools.**

- A. Gasoline, electric, and pneumatic-powered tools shall be operated outdoors or in an open garage between 7:00 a.m. and 6:00 p.m., Monday through Friday, and 8:00 a.m. to 3:00 p.m. on Saturday.
- B. Gas-powered landscaping equipment includes, but is not limited to, lawn mowers, chain saws, leaf blowers, string trimmers, and hedge trimmers.
- C. Article I (D) (30) shall not apply to Residents or utility vendors (e.g., Comcast, FPL, phone company, water company, Collier County Utilities).

(33) **Responsibility for the Acts of Others.**

Owners are responsible for the actions of their Family Members, Guests, Invitees, Tenants, contractors, and persons over whom the Owner exercises control and supervision.

(34) **Right to Privacy.**

- A. Residents may install cameras on their Lot for security purposes.
- B. Florida Statute, Section 810.145, titled "Video voyeurism," makes it illegal to record video of a person without their knowledge where they have a reasonable expectation of privacy, such as a neighbor's home or backyard.

(35) **Shoreline Buffer.**

Residents shall plant and maintain a shoreline buffer of grass two feet wide and one-foot high along the entire length of their lake bank at the Lake's high-water mark. This shall not apply to Residents with an approved shoreline garden.

(36) **Sidewalks and Pedestrian Paths.**

- A. Pedestrians should use sidewalks where present.
- B. When walking in the street, pedestrians should use the left side of the road facing oncoming traffic.
- C. Pedestrians should wear light-colored clothing and reflective devices when walking at night.
- D. Sidewalks and pedestrian paths shall not be blocked in any way.

(37) **Signs.**

See ARB Rules and Regulations, Section 2.17(16).

(38) **Smoking.**

Smoking is prohibited in the Clubhouse, Fitness Center, patio, tennis courts, and swimming pool area, except where designated otherwise.

(39) **Solicitation.**

- A. Unless authorized by federal, state, or local law or specifically approved by the Board, soliciting is prohibited within residential areas or at any Longshore Lake facility. Soliciting includes leaving fliers, business cards, and samples at residences.
- B. "Soliciting" does not include:
 - 1. Soliciting orders on behalf of a religious, charitable, scientific, educational, or veterans' institution or organization holding a sales tax exemption certificate under FL. Stat. Section 212.08(7).
 - 2. Minors conducting home solicitation sales under the supervision of an adult supervisor with a valid home solicitation sale permit. Minors must carry personal identification, including their full name, date of birth, residence address, employer, and adult supervisor's name and permit number. See FL. Stat. Section 501.22(1)(b)(5).
- C. To prevent solicitors from knocking on your door, the Foundation suggests posting a "No Solicitation" or "No Trespassing" sign on the front door. The sign should be no larger than a typical bumper sticker (11.5" x 3").
- D. Residents may conduct door-to-door political activity within Longshore Lake if Residents meet the following conditions:
 - 1. Door-to-door political activity is permitted only between sunrise and sunset.
 - 2. Each Resident conducting door-to-door political activity must prominently display an identification tag, along with the prominent identification of the candidate or ballot issue that is the subject of the support or opposition.

3. Non-residents, even if accompanied by a Resident, are not permitted to conduct or participate in door-to-door political activity within Longshore Lake.
4. Longshore Lake is not required to make its Common Areas other than roadways and sidewalks that are typically open to visitors available to circulate political petitions to anyone who is not a Resident of Longshore Lake.

(40) **Swimming Pool (Clubhouse).**

- A. THERE SHALL BE NO LIFEGUARD ON DUTY. ALL PERSONS USING THE SWIMMING POOL DO SO AT THEIR OWN RISK.
- B. The Foundation and its Board assume no responsibility for any accident, personal injury, loss, or loss or damage to personal property arising out of or regarding the use of the pool and the swimming pool area.
- C. Persons using the swimming pool or pool area agree not to hold the Foundation or the Board liable for actions of any nature using the swimming pool or occurring within the pool area.
- D. The swimming pool and pool area are open daily from 8 a.m. to sunset. The Foundation may close the pool for any reason.
- E. [Intentionally deleted].
- F. Proper swim attire is required. Cut-offs are not allowed in the pool.
- G. Posted rules shall be obeyed.
- H. Nothing may be taken into the pool that might pollute the water or be hazardous to swimmers.
- I. Children not toilet-trained or incontinent adults shall wear swim diapers or waterproof diaper covers.
- J. No running, pushing, rough play, diving, or profane language in the pool area shall be permitted.
- K. No radios, tape players, CD players, or portable televisions shall be played in the pool area without headphones. This rule does not apply when playing music during organized fitness activities in the swimming pool (e.g., water aerobics).
- L. Anyone who cannot swim shall use floatation devices in the swimming pool.
- M. Except for personal water bottles, Owners, Residents, Tenants, and Guests shall consume only food and beverages purchased or provided by the Foundation.
- N. No glass or other breakable containers are permitted.
- O. Trash shall be disposed of in the containers provided.
- P. Only furniture provided by the Foundation may be used.
- Q. Towels and other belongings shall be removed from the pool area when leaving.
- R. Restrooms shall be accessed through the outside door to the Fitness Center.

- S. Only people associated with the private function may use the pool and lanai area when the entire Clubhouse is rented for a private function.

(41) **Tennis Courts.**

- A. Players shall play tennis at their own risk.
- B. Courts are to be used for tennis only.
- C. Court reservations are required for all play.
- D. Leagues, tournaments, special events, pop tennis, cardio tennis, and tennis program round-robins take precedence.
- E. Evening and weekend court reservation assignments are posted outside the Tennis Office.
- F. Players shall register in the office. Guest fees must be paid before playing. Contact the Tennis Office for the current fee schedule.
- G. Appropriate tennis attire and tennis shoes are required.
- H. Proper tennis etiquette shall be maintained at all times.
- I. Players or spectators shall not use boisterous or profane language.
- J. Court lights and fans shall be turned off after play.
- K. Tennis shoes shall be thoroughly cleaned or removed before entering any part of the Clubhouse.
- L. Ice is available for on-site use only.
- M. Glass and other breakable containers are not permitted on the courts.
- N. Guest fees are the responsibility of the host member.
- O. Any purchases made by members in the pro shop shall be charged to their accounts. Non-members may make purchases with Visa or MasterCard.
- P. Tennis courts are available from 6:30 a.m. to 10 p.m.
- Q. Reservations for courts may be made online, in person, by email, or on the Longshore App.

(42) **Trash Collection and Waste Storage.**

[Note: This Section is a simplified version of Collier County requirements].

- A. For the actual requirements on solid waste and trash collection, see <https://www.colliercountyfl.gov/government/public-utilities/solid-hazardous-waste>.
- B. For the requirements regarding recyclables, see <https://www.colliercountyfl.gov/government/public-utilities/solid-hazardous-waste/recycling>.
- C. For a Collier County brochure regarding trash collection and recyclables requirements, see <https://www.colliercountyfl.gov/home/showpublisheddocument/95399/637399194696700000>
- D. Violations may result in County fines as well as Foundation rules violations.

- E. Trash, yard waste, recyclables, and bulky objects are collected every Tuesday. Trash only is collected every Friday. There are no collections on Christmas, the Fourth of July, and Thanksgiving.
- F. Contact Collier County to arrange the pick-up of bulky items that do not fit into the trash container.
- G. Household trash and garbage shall be collected in bags to be put into the green container. Containers are available from Collier County.
- H. Yard waste may be placed in heavy paper bags (not plastic) or in a 32-35-gallon container not weighing more than fifty pounds. Branches not in containers shall be tied in bundles, not exceeding 4 feet in length, and branches may not be thicker than 4 inches.
- I. Non-hazardous recyclables should be placed into the yellow lid container and limited to those specified by Collier County. Contact Collier County for specific information.
- J. Clear plastic bags may be used for shredded paper only.
- K. Waste Management recyclables, trash, and yard waste may not be set out before 6:00 p.m. on the day before pick-up. Trash containers shall be returned to storage no later than 6:00 a.m. on the day after pick-up.
- L. Household Hazardous Waste shall not be placed in garbage containers. Instead, contact Collier County for special drop-off locations.
- M. Cardboard boxes shall be empty, broken down, and flattened into bundles no larger than 3 feet by three feet and put out for collection on Tuesdays.
- N. Construction materials left on the driveway or in the yard longer than one week require permission from Foundation. As a result, they may never be stored on the street.
- O. Trash and Recyclable bins shall be screened from view when stored outside.
- P. Residents shall not use the Clubhouse trash bins to dispose of trash and waste.

(43) **Trespassing.**

No Owner, Tenant, or Guest shall trespass on or traverse another Resident's property without consent, including cutting through a property as a means of access to different areas of Longshore Lake. The Foundation staff may cross the property of a Resident when on Foundation business or to enforce violations of any Governing Documents.

(44) **Unlicensed, Unregistered Wheeled Vehicles.**

Scooters, motorized toys, motorized bikes (excluding e-bikes), go-carts, radio-controlled vehicles, and battery-operated toys are prohibited on Clubhouse Common Areas, drives, sidewalks, the tennis courts, the dining deck, the pool area, the parking lot., and Longshore Lake roads.

(45) **Use and Enjoyment of the Lake.**

- A. Swimming off docks and wading from the shoreline are prohibited in the Lake and the pond.
- B. Fishing from the shore on Foundation property is permitted. Fishing from the bridge is prohibited.

- C. Owners, Family Members, Guests, Invitees, and Tenants shall engage in “Catch and Release” when fishing in the Lake.
- D. Wildlife shall not be fed, teased, mistreated, trapped, or destroyed.
- E. Alligators, snakes, bears, and other wildlife may be present. Dangerous wildlife should be reported to the Fish & Wildlife Department.
- F. Trash, solvents, waste, and horticultural products shall not be deposited into the Lake, pond, or storm drains.

(46) **Watercraft.**

- A. Paddleboards, kayaks, and canoes are considered watercraft under Florida law. They must have a USCG-approved life jacket for each person and a sound-producing device on board while on the water unless they are being used within a “swimming, surfing or bathing area,”
- B. Motorized watercraft must be registered with the Foundation office, regardless of whether such a vessel must be registered under Florida law.
- C. The watercraft shall have the Resident’s lot number on the watercraft to identify the Owner of the watercraft if the watercraft become adrift. It is the Owner’s responsibility to retrieve their watercraft that is adrift.
- D. Watercraft may not exceed nineteen feet in length.
- E. Gasoline-powered boats are not allowed, except for gas-powered maintenance boats authorized by the Foundation.
- F. Watercraft may be powered by hand, foot, oars, paddles, sails, or electric motor.
- G. Watercraft shall not exceed five mph when on the Lake.
- H. Watercraft shall be moored to a dock or property when not in use. No more than two watercraft may be permanently moored at any one dock. “Moored” means securing watercraft with ropes, cables, or lines to a fixed object.
- I. Non-motorized vessels may be secured on a dock or neatly stored but not on the embankment.
- J. Watercraft and docks shall be maintained in proper and serviceable condition.
- K. A person must be at least 14 to operate a personal watercraft in Florida. It is unlawful for a person to knowingly allow a person under 14 years of age to operate a personal watercraft.
- L. Federal Law requires children under 13 to wear a lifejacket when a vessel is underway.
- M. Subject to the approval and supervision of the General Manager, a Resident may use the Foundation ramp at Longshore Lake West to launch or remove a boat to buy, sell, or service a boat.
- N. Watercraft are not permitted in the pond adjacent to the Gatehouse.

ARCHITECTURAL REVIEW BOARD

Article II. ARCHITECTURAL REVIEW BOARD

Section 2.01 Overview.

- (1) Owners shall not make any improvement, alteration, or addition to their landscaping or Residence exteriors (“the Improvement”) without the prior written approval of the Architectural Review Board (“ARB”).
- (2) ARB Rules exist to ensure consistent architectural harmony, aesthetics, and safety.
- (3) ARB’s authority is based on the Governing Documents and Florida law.
- (4) These ARB Rules are an additional reference to the Governing Documents; they are not a substitute. Therefore, if there is an inconsistency between the ARB Rules and the Governing Documents, the Governing Documents shall govern.
- (5) The Board retains the right to amend these Rules as required by Florida law or by approval of the Owners. The Board will notify Owners of any such changes promptly before implementation of the changes.

Section 2.02 ARB Application Process.

- (1) All requests for ARB approval shall be on an application form designated for this purpose and available from the Foundation Administrative offices or the Longshore Lake website.
- (2) Owners shall not begin any Improvement unless they receive written approval from the ARB.
- (3) Applicants shall submit a completed application in sufficient detail to assure compliance with any criteria established for approvals and the reasons for the improvement.
 - A. “Sufficient detail” includes plans and specifications showing the materials, paint chips and paint sample (when applicable), structure, dimensions, and location of the proposed improvement.
 - B. The paint sample should be at least 2 square feet, located in an inconspicuous area of the driveway, roof, house, and trim, for ARB review before approval of an application.
- (4) Approval of prior applications or plans shall not constitute a waiver of the ARB’s right to withhold future approval of similar applications, plans, or other matters subsequently or additionally submitted for approval.
- (5) The ARB meets twice a month to consider applications.
- (6) Meeting dates are announced in the newsletter, on the website, and in the office.
- (7) Applications shall be submitted four business days before a meeting.
- (8) Incomplete forms or failure to include the appropriate attachments will be returned and marked “Incomplete,” with an explanation of the reasons for the denial. The applicant may resubmit the application that includes the required documentation.
- (9) All requests should be submitted in sufficient time to allow for an appropriate review by the ARB before scheduling contractors and delivery of materials for beginning the work.

- (10) The ARB shall approve or reject the application within 30 days from receipt of all required submissions, plans, and materials.
- A. The ARB shall employ the following minimum criteria for approval or rejection of requests:
 - 1. Uniformity of type and design concerning similar improvements.
 - 2. Comparability of quality of materials as used in existing improvements.
 - 3. Uniformity regarding color, size, and location.
 - 4. Consistency with Foundation requirements.
 - B. The Foundation Administration office will notify the Owners, informing them of either the approval or denial of their applications.
 - C. The ARB approval is valid for 90 days.
 - 1. The Owner shall complete the Improvement during the 90-day approval period.
 - 2. The Owner may request an extension in writing for good cause.
 - D. ARB approval does not constitute compliance with building, zoning, or any other Collier County codes.
 - E. All applicants shall apply for and receive the necessary permits Collier County requires before beginning their Improvements. All permits shall be posted, and all the necessary inspections completed.
 - F. If any improvement or structure is changed, modified, or altered without prior ARB approval, the Owner shall, upon demand, cause the improvement or structure to be restored to comply with the plans and specifications initially approved by the ARB and shall bear all costs and expenses of such restoration, including costs and reasonable attorney's fees of the Foundation. See Amended and Restated Declaration of Protective Covenants, Section 4.3(D)
 - G. Owners shall resubmit their applications after twelve months if the approved work is not completed.

Section 2.03 Variances.

The ARB shall use the criteria below to decide whether to approve or deny a variance petition. Please address each criterion in the variance petition:

- (1) Are special conditions and circumstances peculiar to the location, size, and characteristics of the land, structure, or building involved?
- (2) Are there special conditions and circumstances that do not result from the applicant's action, such as pre-existing conditions relative to the property subject of the variance request?
- (3) Will a literal interpretation of the provisions of the Governing Documents and ARB Rules work an unnecessary and undue hardship on the applicant or create practical difficulties for the applicant?
- (4) If granted, will the variance be the minimum to make the reasonable use of the land, building, or structure possible and promote health, safety, or welfare standards?

- (5) Will granting the requested variance confer on the petitioner any special privilege denied by the Governing Documents and ARB Rules to other lands, buildings, or structures in this development?
- (6) Will granting the variance be consistent with the intent and purpose of the Governing Documents and ARB Rules?
- (7) Will the grant of the variance be harmful to the immediate neighborhood, the larger development, or otherwise detrimental to the public welfare?
- (8) Are there natural or physically induced conditions that impact the goals and objectives of the Governing Documents and ARB Rules, such as natural elements, green space, and lakes?
- (9) Will granting the variance be consistent with the Governing Documents and ARB Rules?
- (10) Has any ARB decision, Board decision, County zoning verification, or interpretation been rendered previously regarding the subject property? If so, please provide copies of all decisions, verifications, and interpretations.

Section 2.04 Permitted Communications & Scope of Authority.

- (1) The Compliance Coordinator is responsible for communicating with applicants and ARB members regarding pending or planned ARB applications.
- (2) The Board has the sole authority to hear appeals from decisions of the ARB.
- (3) ARB applicants (or those considering applying to the ARB) shall not contact or communicate with any member of the ARB or Board regarding pending or planned ARB applications.
- (4) Individual ARB and Board members cannot communicate with any ARB applicant regarding pending or planned ARB applications outside of a duly noticed meeting.
- (5) The Compliance Coordinator shall act as the liaison for all communications between the ARB applicants and ARB and Board members regarding pending or planned ARB applications.

Section 2.05 Appeal to the Board of Directors.

- (1) Owners may appeal an unfavorable ARB ruling to the Board.
- (2) The aggrieved applicant shall have thirty calendar days from the date of the unfavorable ARB decision to submit a written appeal to the Board of Directors.
- (3) The aggrieved applicant shall provide the Compliance Coordinator and Board with a completed application for appeal and a list of witnesses at least seven calendar days before the hearing.
- (4) Aggrieved applicants shall have 10 minutes to present witnesses and provide a rationale to approve the application.
- (5) The Compliance Coordinator shall have 10 minutes to present the ARB's rationale for denying the application.
- (6) Neither the aggrieved applicant nor the Compliance Coordinator shall submit any evidence, documents, or testimony that was not part of the original application to the ARB.
- (7) The Board shall render a decision in writing within 45 days of the hearing date.

- (8) The Board can affirm the ARB's decision, reverse it, or remand it for reconsideration.
- (9) An aggrieved applicant may not appeal a decision of the ARB issued following a remand to ARB by the Board of Directors.

Section 2.06 ARB Building and Design Requirements.

(1) Design Requirements for Residences.

- A. Minimum air-conditioned residence floor area – refer to covenants for appropriate phase specifications.
- B. Enclosed garage for at least two cars.
- C. Minimum building setbacks from property lines: See Appendix 5.
- D. The ARB shall approve all roofing materials. The type of material proposed for a structure shall be included in the building plans submitted to the ARB for approval.
- E. Asphalt roofs or materials of similar nature are not allowed.
- F. All screened enclosures shall have a pitch compatible with the pitch of the roof of the dwelling to which it is attached.
- G. The minimum elevation of all habitable floors will be one (1) foot above the grade of the roadway in front of the property OR at least 15.5 feet NGVD, whichever is greater. The maximum elevation of all floors will be 18 feet HGVD.

(2) Required Building Plan Information.

- A. Residence floor plan (1/8" or 1/4" scale)
- B. Building elevations for all sides (1/8" or 1/4" scale)
- C. Material specifications and colors proposed for exterior walls, roof, and driveway.
- D. Pool, screen, and enclosure design and location.
- E. Exterior lighting plan.

(3) Required Site Plan Information.

- A. Scale no smaller than 1" = 30'
- B. Existing grades; finished grading plan and drainage plan.
- C. Building location with dimensions to property lines and setbacks.
- D. Drives, walks, walls, pools, terraces, etc.
- E. Location of trash dumpster and toilet facilities.
- F. Landscape planting plan, irrigation plan for all trees and plants.
- G. All working plans shall be signed by the author of the drawings and dated.

(4) **Design Requirements for Irrigation Systems.**

- A. The Longshore Lake Foundation, Inc. has a master irrigation system for the entire community. Each builder shall tap into the system.
- B. Review and approval of an irrigation plan are required based on the following guidelines.
 - 1. The Owner owns and is responsible for the system from the gate valve to the home. The Foundation owns the gate valve and is responsible for the water supply to the gate valve.
 - 2. Multiple irrigation zones are permitted, each having a supply of 45 GPM at 50 psi. Regardless of the number of zones, each lot Owner will be held to the total allotted watering time declared by The Foundation.
 - 3. The Owner must install and maintain electric timer clocks and rain sensors.
 - 4. The Foundation recommends two 2" solenoid valves and 4" pop-up type mist heads.
 - 5. An Owner will set and maintain the irrigation times according to the Foundation Schedule.
 - 6. The Longshore Lake Foundation shall approve the irrigation plan and inspect the tie-in system.

(5) **Rules & Regulations for Contractors**

- A. All contractors shall sign "Regulations for Lakeshore Lake Contractors" before beginning work. See Appendix 7.
- B. A dumpster may be required for each building site at the discretion of the ARB.
- C. A sleeve with locator wire shall be provided under the driveway to house utility cables. The sleeve should be 3" in diameter, placed 3' back of the curb, and 30" deep.
- D. Nothing is to be placed or stored on Foundation property, streets, vacant lots, or abutting lots without the written approval of Longshore Lake.
- E. A contractor not using due care while on Foundation property may be barred from Longshore Lake at the Foundation's sole discretion.
- F. Working Hours: Monday through Friday, 7:00 a.m. to 6:00 p.m.; Saturday, 8:00 a.m. to 3:00 p.m. WORK IS NOT ALLOWED SUNDAYS OR HOLIDAYS.
- G. There will be no unauthorized entry by workers.
- H. Contractors shall use a permit Board to display building permits.
- I. Contractors must register with Gatehouse.
- J. Longshore Lake gate passes shall be displayed on the vehicle windshield while in Longshore Lake.
- K. Swearing or foul language on site will not be tolerated.

- L. Loud music on site is not permitted.
- M. Sidewalk areas are for Residents' use only and shall be kept clear and clean of obstructions.
- N. The job site shall always be clean. Remove trash or unused materials. Trimmings, cut-offs, and waste will be placed in the dumpster daily.
- O. Daily clean-up of trash on the job site is required.
- P. Subcontractors and workers shall not over-fill the dumpster and notify the contractor of anticipated large volumes of material to be dumped. The contractor will arrange for a replacement dumpster.
- Q. Keep materials neatly stacked until installation.
- R. Dripping spillage, overspray, etc., shall be cleaned immediately, not after hardening.
- S. Any debris tracked into the street or runoff due to filling operations or other construction traffic will be cleaned or swept immediately.
- T. If proper cleaning procedures are not followed, the Foundation reserves the right to perform the work at the builder's expense.
- U. "Washing Out" of concrete trucks or equipment will be conducted off-site only.
- V. Contractors and subcontractors will be responsible for their workers' actions and compliance with the regulations in this Section.
- W. The contractor shall not place signs to solicit business.

Section 2.07 ARB Landscaping Requirements.

(1) Landscape Design.

- A. When installing new landscape material, it is vital to consider Florida's water shortages and ongoing irrigation restrictions. Therefore, wherever possible, the new landscape should include Florida Native plants and other drought-tolerant materials.
- B. A good resource for such material and ways to incorporate it into your landscape design is a website maintained by The University of Florida (www.floridayards.org).
- C. The plant palette in Appendix 2 should also be implemented.
- D. Xeriscape landscapes needing little or no water beyond what the natural climate provides, eliminating or reducing the need for irrigation) plans are encouraged.
- E. All lots are to be connected to and use the master irrigation system. Refer to section 6.4 in the Articles of Corporation.

(2) Landscaping Requirements.

- A. All plantings require ARB approval, except annual flowers and replacement plants or re-designing the existing landscape bed.

- B. Trees always require ARB approval for either planting or removal.
- C. The Foundation may authorize the immediate removal of diseased trees.
- D. All lots must have at least one native canopy tree from the list under Appendix 2 and three palm trees.
- E. The required native canopy tree(s) shall be graded Florida # 1 or better and be a minimum of 10' in height, with a 4' canopy and a one ¾ inch caliper.
- F. All plantings shall conform to Collier County regulations.
- G. Shrubbery should be provided on all four sides of the house.
- H. Hedges shall not exceed 14 feet in height.
- I. Owners shall abide by all Collier County and ARB landscaping regulations. In addition, Owners should not plant any Unacceptable Plants listed in Appendix 3 or any exotic plants banned by Collier County.
- J. The Front Zone should be planted with trees, shrubs, and bushes from the Recommended Plant Palette listed in Appendix 2. This will ensure uniform character to Longshore Lake's streetscape. Existing trees on adjoining lots should be considered when determining plant location.
- K. Rear Zone plantings should consist primarily of palms to create a tropical appearance."

Section 2.08 Rear Zone Drainage & Irrigation.

- (1) Lots shall not have a drainage system or structure that can visibly erode the backyard and shore.
- (2) Any structure or rain drainage device causing erosion along the bank must be removed or fixed by the Owner.
- (3) Defuser boxes shall be 16 feet from the shore or as far from the shore as practical.
- (4) Backyard walkways must be permeable to avoid preventing access to the easements. The Owner shall be responsible for the costs incurred for the removal and possible replacement to allow access to the easement utilities.
- (5) Shoreline gardens shall be maintained to eliminate as much bare soil as possible through proper plant placement and mulching.
- (6) Wood mulch or pine bark mulch is not acceptable.
- (7) Residents shall plant and maintain a shoreline buffer of grass two feet wide and one-foot high along the entire length of their lake bank at the Lake's high-water mark.
- (8) Acceptable plants above the high-water line are Dwarf Fakahatchee, Sandcord Grasses (Bakeri), Purple Love Grasses and other Love Grasses, Muhly Grass, Golden Cannas (Yellow Canna Lily), Dune Beach Sunflower, and Railroad Vine.
- (9) Planting must be dense enough to filter pollutants.

- (10) Mulch may include shells, gravel, small stones, or other materials that do not readily wash into the Lake.
- (11) No one shall install fences, hedges, landscaping, play structures, or other material obstructing an adjacent neighbor's view of the Lake.

Section 2.09 Sod.

- (1) Sod shall be used in all areas that abut the right of ways and areas adjacent to the Lake; this includes the lake bank to minimize erosion.
- (2) The approved sod shall be St Augustine (Floritam) or Empire Zoysia.
- (3) Landscaped beds are encouraged, incorporating drought-tolerant plant material.
- (4) All lots shall have sod in all areas except for landscaped beds.
- (5) Artificial turf is not intended as an alternative to sod.

Section 2.10 Mulch Materials and Decorative Stone.

- (1) Mulch within landscape beds shall be a wood derivative (Cypress, Eucalyptus, Pine, Pine Straw, etc.) or rubber mulch.
- (2) Xeriscape lots may use decorative stone as mulch.
- (3) Decorative stones, coquina shells, and stepping stones may be used as pathways and borders around landscaped beds.

Section 2.11 Replacement of Trees.

- (1) When the ARB approves or requires the removal of a native canopy tree, the Owner shall replace that tree with a tree from the list of approved Native Canopy Trees listed in Appendix 2.
- (2) The replacement tree shall be Florida # 1 or better with a minimum height of ten feet, a four-foot canopy, and a 1-¾ inch caliper, and shall conform to Collier County Regulations in all other respects. If diseased, an Owner may remove one of the three requisite palm trees from the Rear Zone. If so, the Owner shall replace it with another palm (unless the Lot already has three palms).
- (3) If an Owner or Tenant removes a required native canopy tree without ARB approval, the Owner must replace it within 30 days of removing the improperly removed tree with a tree from the list of approved Native Canopy Trees listed in Appendix 2.
 - A. The replacement tree shall be Florida # 1 or better with a minimum height of ten feet, a four-foot canopy, and a 1-¾ inch caliper, and shall conform to Collier County Regulations in all other respects.
 - B. If the Owner fails or refuses to replace the improperly removed tree as aforesaid, the General Manager and its Administrative Designee shall issue a violation notice and refer the matter to the Community Standards Committee.
- (5) Owners and contractors will be responsible for damage to underground services, streets, and sidewalks where applicable.

Section 2.12 New Landscaping during the Dry Season.

- (1) The ARB may suspend the 90-day timetable for installing new landscaping for Owner's lots from December to June or the beginning of the rainy season.
- (2) Owners who wish to use garden hoses and water sprinklers may do so at their own expense and in compliance with South Florida Water Management District regulations.
- (3) The ARB may consider exceptions if a wetter-than-average winter season occurs.

Section 2.13 Landscape Screening.

- (1) A landscape screen of shrubs, a four-foot-high fence, or sub-canopy material shall be installed around all:
 - A. air conditioning units
 - B. pool equipment
 - C. generators
 - D. small propane tanks (rated forty pounds and less)
 - E. garbage cans. And
 - F. other visible mechanical equipment
- (2) When fully grown, the plantings should be sufficient to hide any equipment from the street.

Section 2.14 Landscape Architects.

Landscape Architects and Contractors shall be informed of these regulations by the general contractor and Owner for landscaping a property within Longshore Lake.

Section 2.15 Landscape Lighting.

- (1) Landscape lighting plans shall be submitted to the ARB for approval.
- (2) Care should be given to the placement and direction of all lighting so as not to disturb or affect neighbors.

Section 2.16 Statues and Fountains.

- (1) The yard shall have ARB approval for fountains, statues, and other permanent decorative items.
- (2) Anything requiring alternating current shall have ARB approval.

Section 2.17 ARB General Requirements.

- (1) **Decks.**
Decks and similar structures (e.g., gazebos, pergolas, etc.) are prohibited.
- (2) **Docks.**
 - A. Boat docks require the express written approval of the ARB in advance and in accordance with the specifications below.
 - B. All docks shall be floating docks.

- C. 'Free-standing structures (e.g., boat lifts, awnings, etc.) and bird and duck deterrents are prohibited on docks.
- D. The Owner shall be responsible for all permits that Collier County or other regulatory agencies require.
- E. A dock's deck size (the part floating over the Lake) may not exceed 100 square feet.
- F. Docks are not an extension of the living area but for mooring boats, fishing, and the Owner's enjoyment. Therefore, nothing should be left on a dock when not in use except for chairs, benches, and properly stored and approved vessels.
- G. The Owner may install safety railings on both sides of the dock and the ramp.
 - 1. Railings shall not obscure the views of the Lake of neighboring homes.
 - 2. The railings cannot be taller than 3' or longer in their entirety than 16'. Railings shall be made of the same material as the dock.
- H. Dock lighting plans shall be submitted to the ARB for approval.
- I. Owners shall register docks with the Foundation.
- J. All docks shall bear the Owner's Lot number in such a location and size to identify it if the dock becomes adrift from its moorings.
- K. The Owner is responsible for retrieving the dock that becomes adrift.
- L. Docks not in compliance with ARB Regulations will be required to comply with the Regulations when substantially repairing, rebuilding, or replacing the dock.
- M. See Appendix 6 for a diagram of the required dock specifications. [Note: the anchoring posts and cables shown on the diagram are optional if the Owner wants to lessen the side-to-side movement of the dock during high winds or hurricanes].

(3) **Dumpsters.**

- A. The placement of a dumpster on an Owner's property requires ARB approval in advance of the placement of the dumpster.
- B. Owners shall provide pictures of the driveway, curbs, and roadway with their dumpster application and a \$500 deposit.
- C. Owners shall notify the Foundation immediately when the approved dumpster is delivered to the site.
- D. A dumpster may not sit in a driveway longer than 14 days. Owners shall notify when a dumpster is removed.
- E. The Foundation will return the \$500 deposit if there is no damage to Foundation Property or Common Areas.
- F. Dumpsters shall be used only for construction materials, not household trash, garbage, or yard waste.

(4) **Driveways.**

- A. Changes to an Owner's driveway require ARB approval. Changes include changes in material, color, shape, or configuration.
- B. A sample of paint color, stain, bricks, or interlocking paver colors, along with drawings or site plans, shall accompany the application.
- C. Painting, staining, and repainting the same color also require ARB approval.
- D. Black asphalt driveways are not permitted.
- E. Sidewalks are considered Common Areas and shall not be modified.

(5) **Flagpoles.**

- A. A Resident shall erect one flagpole only no more than 20 feet high, with only two flags on the flagpole on display at any one time.
- B. The flagpole shall not obstruct sightlines or intersections.
- C. The flagpole shall not be erected within or upon an easement.
- D. The Owner may display in a respectful manner one official United States flag, not larger than 4 ½ feet by 6 feet.
- E. The Owner also may display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, Coast Guard, or a POW-MIA flag. Such additional flag shall be equal to or smaller than the United States flag."
- F. Owners may also display on a flagpole affixed to the house either a flag approved in the previous paragraph or an official flag of an accredited school, college, or professional sports team.
- G. Seasonal or holiday flags are also permitted.
- H. Any flag so displayed shall be in good condition.
- I. Flags not meeting the above criteria shall be individually submitted to the ARB for evaluation. The ARB has sole discretion for flags that do not meet the above guidelines.

(6) **Fences and Walls.**

- A. Fencing and walls may be considered for privacy gardens, utility buffers, and small dog runs.
- B. The following guidelines will be used in evaluating requests for fences and walls:
 - 1. Four-foot-high fences and walls may be permitted to create small privacy gardens or utility buffers.
 - 2. Fences and walls should be within the building setback limits.
 - 3. The ARB reserves the right to approve the construction of a wall or fence outside the setback limits.

4. When using fences and walls, they shall be of a style and color complimentary to the style and color of the house.
5. All fences and walls shall have an approved landscaping buffer between the fence, wall, and adjacent properties.
6. No chain link, wire, or wooden stockade fences are permitted.
7. Fences are not permitted on the property line.
8. Fences for small dog-run enclosures may be no more than four feet high, five feet wide, and 15 feet long.

(7) **Garage Door Screens.**

- A. Installation of garage door screens requires ARB approval.
- B. Screen doors shall be adequately opaque to block visibility from the street into the garage.
- C. Visibility from the garage to the street is acceptable.
- D. Garage door screens may not be used with interior lighting at night if that causes the garage's interior to be visible from the street.
- E. Color and framing of the garage screen door shall be coordinated with the house, trim, window colors, and patterns in a manner acceptable to the ARB.
- F. An approved, closed garage screen door that meets the requirements of this Section shall be considered an acceptable substitute for a closed garage door.

(8) **House Colors.**

- A. The ARB shall approve all paint colors applied to a Residence to ensure a consistent and uniform appearance in Lakeshore Lakes.
- B. Before painting, Owners shall submit to and receive approval from the ARB a color plan showing the color of all exterior surfaces.
 1. Owners shall include samples of the actual colors they intend to use.
 2. The ARB will return applications submitted without color samples.
- C. There must be a minimum distance of one home to either side and in front of the applicant's house before a color combination can be repeated.
- D. The ARB may require an Owner to repaint the home if the Owner fails to apply for approval or paints the home a color scheme different from the ARB-approved color scheme.

(9) **Hurricane Shutters.**

- A. Hurricane shutters made of metal, fabric, or clear plastic may remain up during the hurricane season, from June 1st to November 30th. If the shutters are metal, they shall be painted to match the house.

- B. Unpainted metal shutters, plywood, and other protection are permitted only during hurricane watches, hurricane warnings, hurricanes and for two days after or when it is safe to return home.
- C. The ARB may grant variances to this policy (e.g., allowing a seasonal resident to install shutters before they leave for the summer).

(10) **Mailboxes.**

- A. Mailboxes are the Foundation's property.
- B. The Foundation is responsible for everyday wear and tear, repair, and replacement of the mailboxes.
- C. Residents shall be responsible for the cost of repairs resulting from infringement of the rules or misuse will be the Owner's responsibility.
- D. Plants shall not extend beyond the front of the mailbox or interfere with mail access.
- E. Plants on either side of the mailbox may not infringe on the approach and departure of the mail carrier's vehicle.

(11) **Playground Equipment.**

- A. All playground equipment shall be maintained in good and safe condition.
- B. Any allowable playground equipment shall be hidden as much as possible from the street view, the view of adjoining Owners, and the view of Owners across the Lake.
- C. An Owner shall apply to the ARB for playground equipment that cannot be stored out of sight (e.g., basketball, basketball hoops, playhouses, swing sets).
- D. Location and a picture of the proposed playground equipment shall be submitted to the ARB for approval before installation.
- E. The equipment shall not interfere with the view of the Lake of the neighboring homes.
- F. No more than one piece of playground equipment per Lot shall be allowed.
- G. Trampolines are not allowed under any circumstances.
- H. Playhouses may not be used for storage sheds.

(12) **Pools.**

Above-ground pools shall not be erected, constructed, or installed on any Lot.

(13) **Propane Gas Tanks.**

- A. All propane gas tanks rated 40 lbs. or less shall be screened by an enclosure or landscaping. ARB approval is not required for propane tanks smaller than 40 lbs.
- B. Installation of propane tanks rated larger than 40 lbs. shall be placed underground and require ARB approval in advance. Owners shall submit a site plan with their application.
- C. Owners shall not install propane tanks or their supply lines in an easement.

- D. Owners also shall comply with Collier County regulations and required permits for installing propane tanks.

(14) **Roofs.**

- A. Installation of a new or replacement roof requires ARB approval. There is a pre-approved palette for roof tiles. If, however, you wish to use a tile color outside the approved palette, color, style, and a sample shall accompany the ARB application form.
- B. Asphalt shingle materials are not permitted. Owners of homes with roofs with asphalt shingle material shall replace them with tile or metal when re-roofing.
- C. Roofing material shall be tile, aluminum, or an approved metal roofing. The style and color should fit the community's ambiance and the Owner's home. The ARB reserves the right to withhold approval of colors like those of nearby homes.

(15) **Satellite Dishes.**

- A. Section 9.11 of the Covenants covers information about satellite dishes and complies with written Federal law.
- B. ARB approval is not required to install a dish antenna.
- C. Dish antennas shall be no larger than 39.37(1 meter) in diameter.
- D. Dish antennas shall not be visible from the street unless they prevent reception of an acceptable quality signal or impose unreasonable expense or delay.

(16) **Signs.**

- A. Real Estate Signs.
 - 1. Only one professionally printed real estate sign per property, no larger than six (6) square feet, may be displayed in the yard until a sale completes. Such signs shall be removed within 48 hours of closing. See Appendix 4 for a sample image.
 - 2. Real estate "For Sale" signs are permitted.
 - 3. "For Lease" and "For Rent" signs are not permitted.
 - 4. Signs must be clean and maintained in good repair.
 - 5. Open House signs may be placed (a) in front of the main entrance gates and (b) within the easement between the roadway and sidewalks. Open house signs shall be removed on the same day they are placed.
- B. Security Signs. A Resident may display a sign of reasonable size, within the discretion of the ARB, provided by a contractor for security services within 10 feet of any entrance to the home.
- C. Political signs. Political campaign signs (and flags) are not permitted.
- D. Community-wide events or information may be advertised or noticed via sign(s) explicitly designed, approved, and placed by the Board and its committees.

- E. Safety Signs. Residents may display signs of no more than 144 square inches about safety matters, such as the presence of a dog on the premises, the existence of a hazard on the premises, or any other matter presenting a potential physical danger to persons entering the property.
 - 1. The posting location and characteristics of such signs require prior approval of the ARB.
 - 2. Such signs shall be professionally printed, molded, or crafted. They shall not be overbearing in color or style or excessive in number as deemed appropriate at the discretion of the ARB.
- F. Warning Signs. Residents may display signs of “treated grass” or other warnings for a reasonable time, advising the public to avoid entering portions of the property as necessary.
 - 1. Such signs shall be professionally printed, molded, or crafted.
 - 2. They shall not be overbearing in color or style or excessive in number at the sole discretion of the ARB.
- G. Permissible Yard Signs.
 - 1. Graduation (displayed up to 1 week))
 - 2. Birthday (displayed up to 2 days)
 - 3. Anniversary (displayed up to 2 days)
 - 4. Other Yard signs must be approved by General Manager (displayed for up to 2 days.)
- H. Except as outlined in this Section, no sign, display, poster, advertisement, notice, or other lettering shall be exhibited, displayed, inscribed, painted, or affixed in public view of any portion of a Residence, building, or vehicle without the prior written approval of the General Manager.

(17) **Solar Panels Installation.**

- A. The installation of solar panels or other solar collectors requires an ARB application.
- B. The ARB will not deny such applications but may determine where solar collectors may be installed on the roof.
- C. As a rule, the ARB will request that the Resident locate the solar panels within an orientation to the south or within 45 degrees east or west of due south, provided that such determination does not impair the effective operation of the solar collectors under FL Stat., Section 163.04.

(18) **Temporary Structures.**

- A. No tents, trailers, shacks, or other temporary buildings or structures shall be constructed or placed on a Lot.

- B. Temporary structures do not include party tents, bounce houses, or water slides. However, residents may have party tents, bounce houses, or water slides on their Lots for up to three days.

COMMUNITY STANDARDS COMMITTEE

Article III. COMMUNITY STANDARDS COMMITTEE

Section 3.01 Mission Statement

- (1) Each Member and the Member's Tenants, Guests, and Invitees shall comply with Chapter 720.305 of the Florida Statutes and the Governing Documents.
- (2) The Foundation must enforce the Protective Covenants, By-Laws, and Rules and Regulations. Therefore, the Longshore Lake Community Standards Committee (CSC) exists to comply with Florida State Statute 720.305(2), Covenants 11.3, and By-Laws 8.1 (1 & 2).
- (3) The role of the CSC is to determine if a violation occurred under the Governing Documents and, if so, to approve or reject a fine or suspension (or both) levied by the Board of Directors as outlined in Appendix 8.

Section 3.02 Committee Composition

- (1) The Community Standards Committee shall consist of three to five members appointed annually by the President of the Foundation.
- (2) Each member shall serve a one-year term but may be reappointed.
- (3) CSC members must be Owners and Members in good standing. Tenants and Guests may not serve as CSC members. Each CSC member shall have one vote, including the Chairperson.
- (4) No CSC member may be an officer, director, or employee of the association, nor the spouse, parent, child, brother, or sister of an officer, director, or employee.
- (5) The General Manager or its Administrative Designee shall attend all meetings.
- (6) Each CSC member shall sign a confidentiality and non-disclosure agreement.

Section 3.03 Violations and Hearings.

- (1) Source of Violations
 - A. The General Manager or Administrative Designee may observe a violation during a routine community inspection.
 - B. Residents may notify the Foundation of potential violations in writing. The Administration will not act upon anonymous reports of alleged violations.
 - C. General Manager or Administrative Designee shall verify all written violations filed by Residents.
- (2) Suspensions
 - A. All Residents are entitled to the peaceful and quiet enjoyment of their property, the Clubhouse, and its facilities.

- B. The General Manager may suspend a Resident's right to use the Clubhouse and its facilities and amenities if a Resident's behavior is dangerous, abusive, disruptive, or affects the safety and welfare of the community and the Foundation's staff.
- C. In the General Manager's absence, the General Manager's Designee may suspend a resident temporarily under Section 3.303(2)(B) until the General Manager returns.
- D. The General Manager will send a violation letter to Residents acting recklessly or dangerously within 72 hours of the violation.

Section 3.04 CSC Hearings Overview

- (1) CSC shall conduct hearings once a month unless the Chairperson determines otherwise.
- (2) A licensed CAM shall attend all hearings.
- (3) There must be at least three CSC members to constitute a quorum for a hearing. A CSC member may participate by being present in person via telephone. or by videoconference. The Chairperson may rotate members based on availability and other considerations.
- (4) The Chairperson shall preside over the hearing.
- (5) The licensed CAM or staff member designated by the Chairperson shall keep the minutes of the hearing.
- (6) CSC hearings shall be conducted under "Roberts Rules of Order."

Section 3.05 CSC Violation Hearing

- (1) The Foundation's Administrative Designee will notify the Resident and any other persons involved of the alleged violation of the hearing date.
 - A. The notice shall be sent by first class mail and certified mail, giving at least 14 calendar days' notice before the hearing date.
 - B. If the Resident has provided an email address to the Foundation, a courtesy copy of the notice of hearing shall be emailed to the Resident.
 - C. The notice will include (1) a clear statement of the violation, (2) copies of any relevant pictures and documents, and (3) a description of the fine or suspension levied by the Board of Directors. Appendix 8 lists the fines levied by the Board of Directors.
- (2) CSC members also will receive all the above-noted documents for review.
- (3) The Foundation will maintain an annual CSC log that includes: the Resident's name, Lot number, the date of the violation letter, and any pertinent notes regarding each alleged violation and the results of any hearings.
- (4) The CSC may grant one hearing date continuance. Residents who desire a continuance shall do so in writing at least three business days before the hearing.

Section 3.06 CSC Hearing Procedure

- (1) The Chair will (A) outline the allegation of the violation against the Resident, (B) state the fine or suspension (or both) levied by the Board of Directors. and (C) submit any verbal, written, and photographic evidence regarding the violation.
- (2) Residents shall have ten minutes to submit their case unless the Chairperson grants additional time.
- (3) Residents may have a representative to act on their behalf, provided they advise the Administrative Designee in writing three business days before the hearing that a representative will act on the Resident's behalf.
- (4) Witnesses shall have five minutes to make their statements. Witnesses may read their statements if present. If not, the Resident or Chairperson may read a witness statement.
- (5) Residents shall submit their witness list to the Foundation office at least three business days before the hearing.

Section 3.07 CSC Hearing Deliberations

- (1) At the end of the hearing, the CSC shall deliberate privately to determine whether to accept or reject the fine or suspension (or both) levied by the Board of Directors and as the Administrative Designee recommends.
- (2) .
- (3) The decision of the CSC is final. Therefore, the Resident may not appeal the decision to the Board of Directors.
- (4) A fine accrues from the date of the hearing. It will continue to accrue each day until the Resident complies, up to a maximum of \$3,000 per violation.
- (5) Each month, the Chairperson shall submit a report to the Board of Directors of the results of CSC hearings for a particular month.

Section 3.08 Enforcement

- (1) Notice of the fine, suspension, or both imposed by the CSC after the hearing shall be mailed to the Resident (or its Tenant, Guest, or Invitee, if applicable) via first-class mail and email (with a copy to the Controller).
- (2) All fines imposed by the CSC are due and payable within five days of the date of the notice of the fine.
- (3) Fines imposed by the CSC will be added to a Member's monthly statement.
- (4) The Administrative Designee will inform the Controller of the date and amount of the fine in writing. It will update when the fine shall terminate.
- (5) To satisfy the delinquent property status, the Resident shall submit in writing via first-class mail or email to cam@longshorelake.org documentation proving covenant compliance with the Administrative Board Designee.

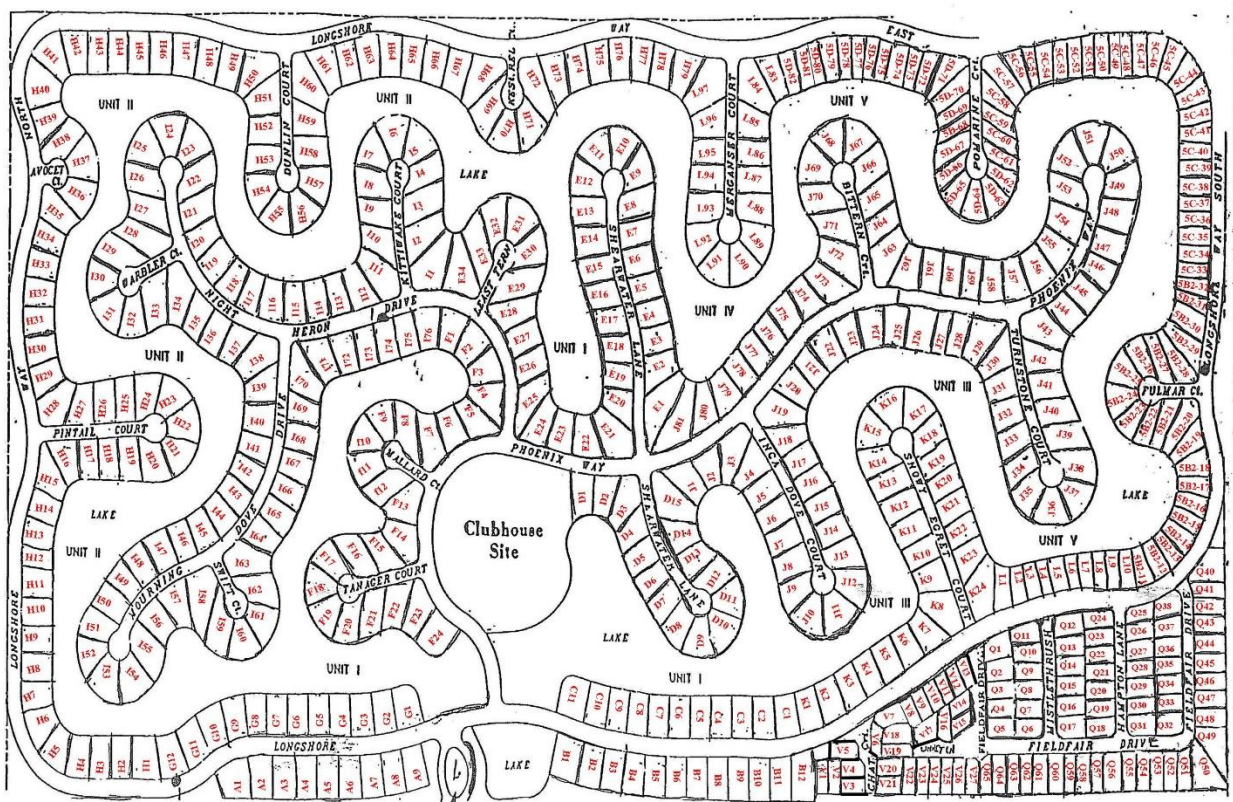
APPENDICES

Appendices

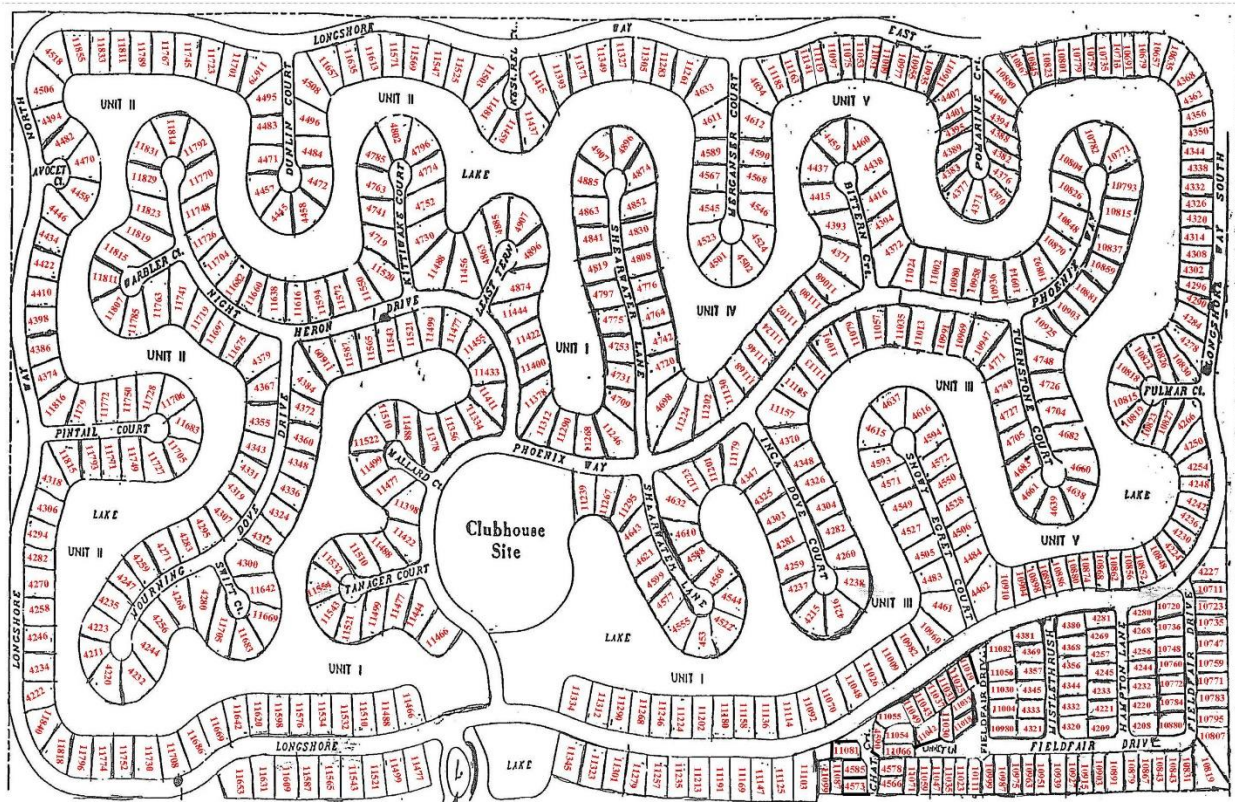
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Appendix 1a
Map of Longshore Lake with Lot Numbers



Appendix 1b
Map of Longshore Lake with Street Addresses



Appendix 2

RECOMMENDED BUSHES, FERNS & GRASSES, SHRUBS, AND PALMS

BUSHES	FERNS & GRASSES
Agave	Dwarf Fakahatchee Grass
Alamanda	Fern, Boston
Gardenia	Fern, Macho
Ginger - Variegated	Fern, Wart
Ixora - Maui	Fountain Grass
Ixora – Nora Grant	Pink Muhly Grass
Jasmine	Elliott’s Love Grass
Jatropha	Sand Cordgrass
Juniper	Muhly Grass
Lantana	Golden Cannas
Linguistrium	
Liriope	
Philodendron	
Purple Queen	
Society Garlic	

SHRUBS

Bird of Paradise	Flax Lily
Black Magic/Dracena	Guava Cattley
Bougainvillea	Hibiscus
Buttonwood	Indian Hawthorne
Carissa	Oleander
Clerodendrum	Podocarpus
Clusia Rosea	Sea Grape
Cocoplum Red Tip	Snow on Mountain
Croton	Surinam Cherry
Copperleaf	Thryallis
Crown of Thorns	Viburnum
Dracaena	Wax Myrtle
Eugenia	Wild Coffee
Ficus	Zamia
Firebush	

Appendix 2(cont.)

PALMS

Adonidia Palm	Reclinata
Alexander Palm	Robelleni
Areca Palm	Raphis Excel
Canary Island Date Palm	Royal Palm
Carpentaria Palm	Sabal Palm
Chinese Fan Palm	Teddy Bear Palm
Foxtail Palm	Thatch Palm
Paurotis	Veitchia Palm

LIST OF NATIVE CANOPY TREES

Collier County Regulations require that all lots have at least one native canopy tree, depending on the size of the Lot. When planting, the tree must be graded Florida #1 or better and be a minimum of 10' in height with a 4' canopy and a 1-3/4-inch caliper and conform to all other Native Canopy Trees recommended for Longshore Lake's frost zone.

LARGE	MEDIUM TO SMALL
Fiddlewood	Black Ironwood
Hackberry	Dahoon Holly
Laurel Oak	East Palatka Holly
Live Oak	Florida Elm
Mahogany	Geiger Tree
Mastic	Magnolia
Red Maple	Pigeon Plum
Seagrape	Scrub Hickory
Sycamore	Scrub Live Oak
Wild Tamarind	Simpson Stopper
Willow Busic	
Wingleaf Soapberry	

Appendix 2(cont.)

Following is a list of recommended trees that may be planted in addition to the required Native Canopy Tree on each Lot.

RECOMMENDED TREES
Black Olive/Shady Lady
Bottlebrush
Geiger Tree
Gumbo Limbo
Hong Kong Orchid
Jacaranda
Japanese Fern Tree
Live Oak
Magnolia
Mahogany
Red Maple
Royal Poinciana
Simpson Stopper
Tabebuia

Appendix 3

LIST OF UNACCEPTABLE PLANTS

The following plant materials are considered invasive and should not be planted in Florida or Longshore Lake. The State of Florida has banned all the following, and Collier County has banned those with a (*). If found on a property, removal is mandatory.

UNACCEPTABLE PLANTS
Air Potato*
Asparagus Fern
Australian Inkberry*
Australian Pine*
Bishopwood*
Brazilian Pepper Bush*
Carrotwood*
Catclaw Mimosa*
Chinaberry Tree*
Chinese Tallow Tree*
Climbing Fern*
Cuban Laurel Fig
Downey Rosemyrtle*
Ear Tree*
Earleaf Acacia*
Indian Rosewood*
Java Plum*
Kudzu
Lather Leaf*
Melaleuca Tree*
Mexican Petunia* (Ruellia Simplex) is invasive. Ruellia brittoniana, a/k/a Brittons wild petunia, is acceptable.
Norfolk Island Pine
Old World Climbing Fern*
Sago Palm, King, and Queen
Schefflera Umbrella Tree
Shoe Button Ardisia*
Sild Oak
Sword Fern
Women's Tongue*

Appendix 4

ILLUSTRATION OF ACCEPTABLE FOR SALE SIGN



Appendix 5

SETBACK REQUIREMENTS

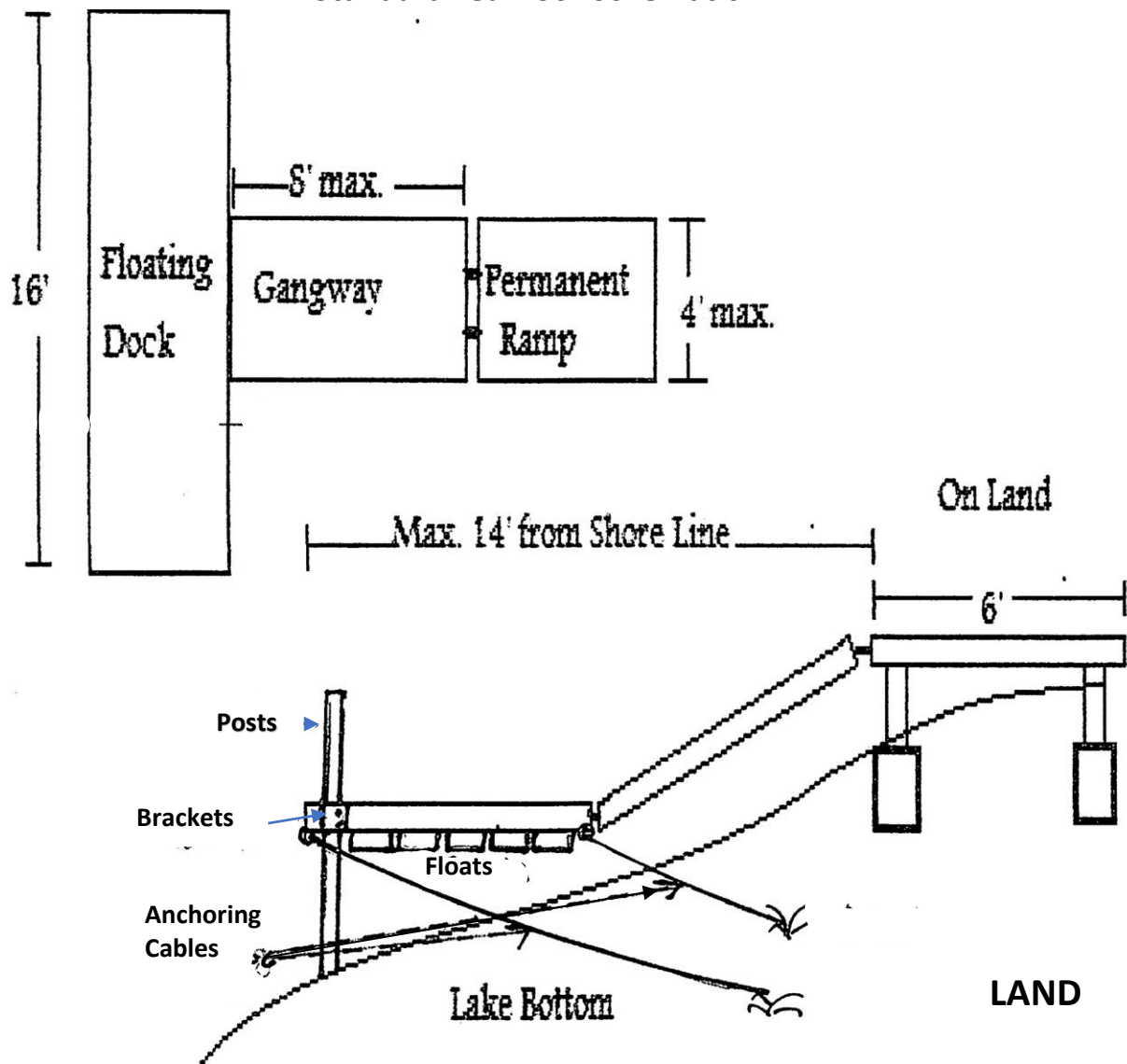
UNIT	SQUARE FOOTAGE	FRONT SETBACK	SIDE SETBACK	REAR SETBACK	POOL ENCL*
1	1800	25'	10'	30'	20'
2	1800	25'	10'	30'	20'
3	1800	25'	10'	30'	20'
QW I (V)	1000				
QW II (Q)	1400	25'	5'	25'	7.5'
QW III (Q)	1600	25'	7'	30'	20'
QW IV (Q)	1400	20'	5'	25'	7.5'
4	1800	25'	10'	30'	20'
5B1	1600	25'	7'	30'	20'
5B2	1600	25'	7'	30'	20'
5C	1600	25'	7'	30'	20'
5D	1600	25'	7'	30'	20'

*Maximum distance of pool screen enclosure from the rear lot line

Note: Please refer to your deed and Appendix 1b (Map of Longshore Lake with Street Addresses) to determine the setback requirements for your lot.

Appendix 6

Standardized Dock Schematic



Note: Posts, Brackets and Anchoring Cables are optional if the Owner wants to lessen the side-to-side movement of the dock during high winds or hurricanes.

Appendix 7

RESIDENTIAL CONSTRUCTION CONTRACTOR AGREEMENT LONGSHORE LAKE FOUNDATION, INC.

I, _____, as owner/legal representative of _____ a duly licensed and authorized contractor doing business in Collier County, Florida, represents that I have read and understand the Longshore Lake Architectural Review Board's Rules and Regulations and the Rules for Contractors. I agree to the following concerning construction activities on behalf of _____, Owner (s) of the property located at _____, Longshore Lake, Naples, FL 34119.

1. A dumpster is/is not required for the building site, as determined by the Longshore Lake Compliance Coordinator. However, if a dumpster is necessary, the contractor shall notify the Compliance Coordinator upon delivery to the site.
2. A sleeve with locator wire will be provided under the driveway to house utility cables. The sleeve should be 3" in diameter, placed 3' back of the curb, and 30" deep.
3. Nothing is to be placed or stored on Foundation property, streets, vacant lots, or abutting lots without the written approval of the Longshore Lake Compliance Coordinator or General Manager.
4. Review and agree to the attached "Regulations for Longshore Lake Contractors."
5. In the sole judgment of the Foundation, any contractor found not working with due care of Foundation property (e.g., right of-ways, aprons, surrounding sod and landscaping, lake banks, sidewalks, curbs, and irrigation) will be barred from Longshore Lake.

As a contractor or authorized representative of the contractor, I will abide by the rules and regulations set forth by the Longshore Lake Foundation and the specific rules herein.

Company name

License number

Printed name and title of authorized signer

Signature

Dated: _____

Construction deposit in the amount of _____ has been received.

Longshore Lake Foundation, Inc.

Date

Appendix 8

SCHEDULE OF FINES.

The following Fine options have been reviewed and approved by the Longshore Lake Board of Directors. The daily fine may not exceed \$100 per diem and are limited to a total of \$3,000 per occurrence as stated in our By-Laws (adopted 5-24-21).

Violation	1st Offense	2nd Offense
Parking	\$ 50.00	\$ 100.00
Dirty Roof	\$ 100.00	\$ 100.00
Shoreline Buffer	\$ 50.00	\$ 100.00
Dock	\$ 50.00	\$ 100.00
Unmaintained Landscape	\$ 50.00	\$ 100.00
Trees not trimmed	\$ 75.00	\$ 100.00
Trash cans	\$ 25.00	\$ 50.00
Dumping of Trash & Building Materials	\$ 100.00	\$ 100.00
Signage	\$ 25.00	\$ 50.00
Disruptive, Bullying or Offensive Behavior	\$ 100.00	\$ 100.00
Dumpster	\$ 50.00	\$ 100.00
Construction Debris	\$ 25.00	\$ 50.00
Pet Violation	\$ 25.00	\$ 50.00
ARB Violation	\$ 50.00	\$ 100.00
General Rules & Regulations Violation	\$ 50.00	\$ 100.00
General Covenant Violation 11.3	\$ 50.00	\$ 100.00

There may be other violations not included in the listing which the Board will be required to approve.