

## Architecture and Landscape Committee Home Improvement & Landscaping Regulations

The Architecture and Landscape Committee (hereinafter referred to as “ALC” or “the committee”) has prepared landscape and architectural criteria that will assist homeowners understanding of the requirements and regulations when making changes that affect the external appearance of the home and landscape.

Homeowners must submit their application directly. Vendors and renters may not make a request on your behalf.

All proposed work must be approved by the ALC **before** any work is started. Failure to follow this requirement may result in fines or other remedies including the possible need to remove landscape or construction work that has not been approved.

In some instances, a judgement call or an exception will be made. This is subject to the ALC’s decision, per Article 12.2 of the CCRs.

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## Architecture and Landscape Committee Home Improvement & Landscaping Regulations

*All projects that change or affect the external appearance of the home or property must receive ALC approval **before** any work is carried out.*

*Failure to follow this requirement may result in fines or other remedies, including the possible need to remove construction or landscape projects that have not been approved.*

*Before you request approval from the ALC, you must obtain a permit from Manatee County. While the ALC may approve your project request, if the county denies your project, it will supersede our approval.*

*We are happy to review your plans before you invest in architectural drawings and contractors.*



### **Additions to Homes**

The following additions and extensions of a structural nature all require approval by the ALC:

- Extensions to the home in the front, side and/or rear yards.
- Bonus room additions over garage or main body of home.
- Two-story extensions or additions.
- Enclosing and/or extending lanai area.
- Adding a pool, deck, and pool cage.

When submitting your application, include the following:

- A site plan or copy of the house survey with dimensioned setbacks showing the proposed new work in relation to the house and property lines. Setback considerations to the property line and to neighbors are an important part of the review process.
- Detailed plans and elevations from your contractor showing the proposed work.

- How will contractors access the property.
- Acknowledgement that any damage to common areas or neighboring property will be repaired at applicant's cost.
- At least three photos of the existing structure from different angles.

If the application is approved, you are asked to notify your neighbors of the work to be done and approximate time to complete the work.

The jobsite needs to be kept clean and free of debris, to the extent possible, during construction. Any external dumpster, properly parked, preferably in the driveway, and needs to be emptied on a regular basis.

Impact to, and views from, neighboring properties will be taken into account in the review/approval process.

### **Application Fees**

Each submittal to the ALC must be accompanied by a check in the amount of the appropriate fee, ***made payable to UPCA***. If you are unsure of the applicable amount, please contact the committee at [alc@upcai-fl.com](mailto:alc@upcai-fl.com) for information.

- Rebuild a home entirely or substantially \$1000. If an architect or legal consultation is required, additional fees will be paid by the homeowner.
- Major remodeling or home extensions (i.e., 2<sup>nd</sup> story bonus room or adding rooms). Structural additions (*extending garage, adding pool, adding a lanai and/or deck additions*) \$500
- Install satellite/antenna/dish; invisible dog fence; coach lights; landscape lighting; geothermal or heat pump installation; external generator; hurricane shutters; solar panels for pool or home; solar film on windows; repaint home and/or accent colors (*doors, shutters, trim etc.*); screen enclose/extend lanai; make hardscape additions (*fountains, statuary, landscape lighting, dog runs, and fencing, etc.*), make changes to landscape plan or add pond bank retaining walls or stabilizing treatment; and all other applications \$25

### **Application Process - Rebuilds and Major Additions**

We recommend the following process:

1. Bring your plan to the ALC for comment. We can advise of setback requirements, impact to neighbors, and neighborhood requirements. This is not approval of the project. We highly recommend sharing your plans with your neighbors.
2. Obtain a permit from Manatee County.
3. Submit ALC approval request with detailed plans and elevations, evidence of permit from Manatee County and other acknowledgements (p.5).

### **Artificial Turf**

Artificial turf may be approved by the ALC. Please note, the turf may not be visible from the parcel's frontage, an adjacent parcel, an adjacent common area, or a community golf course. In addition, the turf may not be located within ten feet (10') of a pond so runoff from the artificial turf does not pollute ponds that may be located near the property. The ALC encourages homeowners to seek a natural solution before contemplating artificial turf.

### **Bat Houses**

Florida is home to thirteen (13) species of bats, all of which are insectivores. They can eat up to their weight in mosquitoes and other insects in one night. They are a protected species. Bat houses are pre-approved by the ALC.

When installing bat houses, they may only be placed in the backyard on a wood or metal pole that is secured in the ground by cement. Do not mount bat houses on a tree or on your residence. The bat house needs to be a minimum of twelve feet (12') above the ground and about twenty feet (20') from other trees to discourage predators. Bat houses may be purchased or made by the homeowner and installed at the homeowner's expense. For further information about bat house construction and placement in Florida, refer to <https://edis.ifas.ufl.edu/uw290>.

It may take several months for bats to decide to occupy your bat house. By following the installation instructions carefully, your success in luring bats from your home to the bat house will greatly increase.

**Buffer Zone Trimming** - see [Golf Course or Common Area Vegetation Trimming](#) (p.17)

### **Common Area**

#### **Neighborhood Common Area**

These are natural and/or landscaped areas owned and maintained by your neighborhood which may include the neighborhood entrance, trees, lawns, islands in the street, road, lights, and irrigation. Your

neighborhood committee is responsible for planning the common area budget. The neighborhood committee oversees the care of the common area landscaping. Any changes to these areas must be approved by the ALC and the Board of Directors.

### **Community Common Area**

These are the lands and amenities owned and shared by all the residents of University Park outside the individual neighborhoods. The common areas are maintained by the association. The ALC has no oversight/responsibility over community common areas.

### **Dog Runs (Pet Relief Area)**

Dog runs may be used at the rear of the home and, to a lesser extent, to the side of the home subject to meeting correct setback requirements, respecting easements and meeting approved color selection. Fencing up to forty-eight inches (48") in height will be considered in two materials - PVC (*or vinyl*) and aluminum in "wrought iron" effect. Wooden fencing is not approved due to maintenance difficulties. Photos of specific fence designs that may be approved can be found under **Fencing**. Screening is required in front of the fencing.

In all cases of fencing requests, applicants are advised that a landscape plan will be required showing screening to the proposed installation. Hedge-form material is to be the dominant landscape material in order to screen the fence from neighboring properties. Tree forms and large shrub material may be required to assist in minimizing the impact the fence may have on surrounding property.

Maintenance of the fence, and of the entire area enclosed by the fence, including sod, landscaping, irrigation, and pet waste is the responsibility of the homeowner. The yard maintenance companies operating in "landscape-maintained" neighborhoods are not responsible for maintaining within these fenced areas and each homeowner must make their own arrangements for upkeep.

Things to keep in mind about dog runs:

- Use a garden hose to spray down urine.
- Remove solid waste *promptly*.
- If you have natural grass in your dog run (*as opposed to mulch*), you are going to get dead brown spots, so you will need to re-seed or re-sod these areas on a regular basis.
- DOGS SHOULD NEVER BE LEFT OUT ALONE because predators can climb the fence and get inside.
- Excessive barking is unfair to your neighbors and will not be tolerated.

## Driveways and Walkways

### Concrete

University Park neighborhoods vary in the driveway construction material used, predominantly concrete or paver bricks. For those homes that have concrete driveways, the following criteria apply for approval of applications to stain or resurface a concrete driveway, and each submission must be accompanied with a sample of the color stain to be used:

**Plain Concrete:** The pre-approved stain is H & C's "Bombay" (HF-16 stain). All other color selections will be reviewed on a case-by-case basis.

**Concrete banded with pavers:** Care should be taken to choose a color that blends with the banding. Too much contrast will draw attention to the driveway and away from the home. Each submission must be accompanied with a sample to be used. Color selections will be reviewed on a case-by-case basis.

**Driveway Engraving:** It is recommended that engraving patterns be kept simple so as not to draw undue attention to the driveway. Any proposed engraving must have the design submitted for review and approval.

**Polyaspartic Coating:** This is an approved application. This can extend the life of a cement driveway but beware it will not fix cracks already in the driveway.

**Repair:** PBM will routinely inspect driveways in need of repair. If you have lifted slabs or cracks in the driveway (*concrete or pavers*), it needs to be repaired. When inquiring about a repair, consider a root barrier which will slow further root intrusion.

**Pattern Staining:** This is not an approved application.

**Painted Concrete:** This is not an approved application.

### Sidewalks

Staining of street sidewalks is not permitted. Some neighborhoods have a mix of concrete and paver bricks. Please be aware that a paver brick driveway would not be approved for staining a different color.

### Edge Curbing

Residents seeking to create a barrier between driveways, walkways, and planter beds to reduce mulch or similar washout are urged to consider natural solutions in place of raised paver or concrete barriers. The ALC does not regard this type of curbing as an appropriate architectural element that enhances the home or the natural landscape setting of the home. Additionally, there are concerns over the maintenance issues of curbing. Concrete curbs may affect drainage and, with age, show cracking, discoloration, staining, lifting, and splitting.

Preferred materials for use to border driveways and walkways include low hedge-form material (*i.e., dwarf Podocarpus, Ilex Schilling*) or the use of ground cover to buffer between the landscape and hardscape (*i.e., Parsonii Juniper & Asian Jasmine*). This natural approach is complementary to the design philosophy of University Park.

If a hard-scape solution is requested, then the following criteria must be followed:

- Paver bricks or similar stone material may be used. No rubber or concrete edging is permitted. Metal edging is permitted if maintained. Existing concrete edging is grandfathered; no further approvals.
- The color, style and/or finish should blend with the home, driveway, and walkway.
- If the driveway and/or sidewalk currently consists of paver bricks, the landscape bed edging should be of the same style and color.
- The curbing shall be no greater than three inches (3") in height. If metal edging is not maintained at this height, a violation will be issued and the edging will need to be removed.
- The curbing is to border the driveway and walkway adjacent to planted bed locations only.
- Maintaining the curbing in good condition will be a requirement of any approval.
- PBM will routinely inspect for this.

### **Paver Brick Design**

At the time of original construction, each neighborhood had its own guidelines for paver driveways and walkways relating to an approved color matrix. With remodeling taking place, residents may wish to change their paver brick selection, and these guidelines are designed to assist in the selection.



*Paver pattern*



*Pavers with complementary border*

General guidelines are:

- The preferred pattern for paver brick selections is in the style of "Cobblestone" or "Old World." Some contemporary patterns would not be in keeping with the style of the neighborhoods. Please indicate the desired pattern on your application.

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- Walkways from the driveway to the home are preferred in the same material as the driveway; however, upgrading a walkway to paver brick in place of concrete may be done in isolation from the driveway.
- Pavers should harmonize with the color of the roof and the main body color of the home.
- High contrast paver colors and patterns (*including banding*) may not be approved if the eye is drawn away from the home.
- A paver brick sample is always needed when submitting application to the ALC for approval.

### **Whitebridge Court Paver Brick Installation**

When the architectural and streetscape design for Whitebridge Court was planned, an important element was the consistency of look and style to create a balanced approach throughout the neighborhood. Over time, this has succeeded well, and the streetscape maintains a balanced and attractive look. In recent years, homeowners have wanted to change the material for the courtyard and walkway areas leading from the driveway to the home. Residents wishing to improve these areas using paver bricks, in place of the existing concrete, can do so by adopting the following criteria on colors and textures. This is designed to maintain a proper balance in the neighborhood.

The ALC reviewed paver brick colors and patterns focusing on subtle colors to blend with the colors of the homes and roofs.

#### **General Regulations:**

- Pavers may be installed within courtyards and on walkways leading from the driveway/apron to the front entry of the home, independent of the driveway/apron which can remain concrete.
- The paver bricks in the courtyard may be sized larger than those in the walkway. The walkway should be buffered at the courtyard with a "soldier course" which should also delineate the external line of the walkway.
- The paver pattern and color for the walkway and driveway (*if the driveway is paved*) must be the same. The courtyard paver pattern may vary from the walkway and/or the driveway pattern, and the size of the courtyard pavers may be different, provided it is separated from the walkway by a "soldier course." And, finally, the paver color must match throughout.

- Due to the nature of the “paired” homes in Whitebridge Court, consideration has been given to consistency among the “paired” driveways. If a resident of a “paired” driveway wishes to apply for approval to install paver brick in the driveway, as well as the walkway and courtyard, then it is required that the “paired” neighboring home must follow suit with the same pattern and style at the same time. Any “paired” home resident proposing to install a paver brick driveway should consult with their neighbor(s) and submit a joint application.

## **External Lighting**

### **Exterior Garage/Coach Lights**

Generally, garage/coach lights should be consistent with the prevalent look in the neighborhood and in the color ranges of black, white, “Verde” or bronze. Some neighborhoods have specific criteria for color and style so please contact the ALC before purchasing your desired light.

Contemporary style lights are becoming more popular, and approval may be given when it complements the design of the home. Lightbulbs are to be white or clear.

### **Landscape Lighting**

No permanent colored or blinking lights are permitted. Lighting must be directed at the house and landscaping lighting should not face the street or neighboring homes nor spill over onto a neighbor’s property. Any lights at the rear of the property should be directed only at the house and landscaping and not toward common areas. Lightbulbs are to be white or clear.

### **Security Lighting and Cameras**

Floodlighting or lighting controlled by motion detectors and cameras should follow the same guidelines as landscape lighting. The potential of frequent and continual illumination means the lighting/camera locations must be considered carefully in order to respect neighboring property. Lights/cameras must not point at neighbors nor cast light (*spill-over*) to neighboring window openings. Lights must be downcast to avoid long view issues. The lens color is to be clear. Cameras must not point towards or into neighbors’ houses or windows. (*Ref. Florida Statute 810.145 (Video Voyeurism Law)*).

### **Solar Landscape Lighting**

Floodlighting or lighting controlled by motion detectors should follow the same guidelines as landscape lighting. The potential of frequent and continual illumination means the lighting locations

must be considered carefully in order to respect neighboring property. Lights must not point at neighbors nor cast light (spillover) to neighboring window openings. Lights must be downcast to avoid long view issues. The lens color is to be clear white.

Solar landscape lights used to illuminate sidewalks and pathways, if used, should be of good durable quality with no exposed wiring. Used mainly for safe passage in the evenings, their height should be no greater than knee high with their illumination pointed downward toward the walkway.

### **Strobe Lights/Burglar or Fire Alarm Exterior Light**

Certain burglar alarm or fire alarm systems incorporate a strobe light designed to be installed exterior to the home. In such cases, the criterion for installation is as follows:

- Light to be installed under the eaves of roof at the corner of the house.
- Lens color must be clear white.

### **Quick Reference Table**

<b><u>Area/Purpose</u></b>	<b><u>Typical Lumens per Fixture</u></b>	<b><u>Notes</u></b>
Walkway	100-300	Low, safe lighting
Porch/Entry	400-800	Shielded
Driveway	800-1200	Multiple fixtures
Security Flood	1200-1600	Motion-activated
Landscape Accent	300-600	Narrow beams

**Gas Yard Light** - see [Yard Lights, Gas](#) (p.42)

### **Fencing**

All fences need ALC approval. Fencing may be used at the rear of the home and, to a lesser extent, to the side of the home, subject to meeting proper setback requirements, respecting easements and meeting approved color selection.

Generally, fencing up to forty-eight inches (48") in height will be considered in two materials - PVC (*or vinyl*) and aluminum in "wrought iron" effect. Wooden fencing and wrought iron are not approved due to maintenance difficulties.



Diamond Picket #1



Victorian Pool Fence #1



White PVC or Vinyl Fencing



Black or Bronze Aluminum  
"Wrought Iron" Effect

All fencing requests must include your landscape plan that shows screening for the proposed installation. A hedge-form is to be the dominant landscape material in order to screen the fence from neighboring property. Tree forms and larger shrub material may be required to assist in minimizing the impact the fence may have on surrounding property.

Maintenance of the fence, and of the entire area enclosed by the fence, including sod, landscaping and irrigation, is the responsibility of the homeowner. The landscape maintenance companies operating in "landscaped-maintained" neighborhoods are not responsible for maintaining within these fenced areas, and each homeowner must make their own arrangements for upkeep.

**Dog Run Fencing** - see [Dog Runs](#) (p.7)

### Invisible Fencing

Invisible fencing for animal control that is buried in the ground is pre-approved, subject to the following:

- Any changes to landscaping require the approval of the ALC.
- Signage to identify the fence must be small and discreetly located.

Please note that the installation of an invisible dog fence does not relieve the owners of their responsibilities for proper dog control, per Manatee County & the Sheriff's Department Ordinances, which state, in part:

*Dogs residing in yards with invisible fences may be outside while under direct control by their owner, or some other individual, but may not be left outside unattended. Dog owners leaving their dog outside unattended, even with an invisible fence, may be subject to fines and/or subsequent arrest. Any dog outside its own yard must be on a leash.*

## Flags

The flying of the following flags should be flown in a respectful manner using correct and proper protocol, including lighting (*see Florida Statute 720.304*). The homeowner may display up to two (2) of the following portable, removable flags not larger than four and one half feet by six feet (4½' x 6'):

- The United States flag
- The official flag of the state of Florida
- A flag that represents the United States Army, Navy, Air Force, Marine Corps, Space Force, or Coast Guard
- A POW-MIA flag
- A first responder flag as defined in Florida Statute 720.304

Flags may be installed on the house only. Permanent flag poles are not permitted in the yard.

## **Team Flags**

Professional and college team sports flags may be displayed on game day only.



## **Garden Flags**

Garden flags, such as seasonal or themed flags, must be displayed inside the lanai or in the rear yard for the enjoyment of the homeowner.



## **Foundation Plantings**

The complete perimeter of the home, including the lanai cage, should be planted with shrubbery which may also include annual and perennial flowers. As plants die or become weak and sparse, they should be replaced to maintain a neat appearance around the home. It is best to avoid planting trees close to the foundation of the home since the roots may grow under the foundation and cause lifting.

## Front Doors and Entries

Entry doors, in either single or double format, with sidelights and transom above are visually important to the home. When making door selections, please consider the relationship between the door, the side lights and the transom above. The design and shape of each section should be complementary so that the entry reads as one architectural element.

In the examples below, the doors, adjoining windows and transom all relate to each other in shape and style.



*This home demonstrates the relationship among the doors with insert glass panes, the circle top transom and the window to the side.*



*This home shows the relationship between the doors with inserts and side lights, the curved transom and the window to the side.*

When the home was built, the relationship between the glass in the transom and the door panels was consistent. Homeowners should be aware that a change in the style of the door may require a change to the glass or style of the transom.

## Fruit Trees - Installation and Maintenance

Residents who are interested in planting fruit trees in their yards should follow these guidelines:

- Fruit trees may only be located to the rear of the property in areas that will not restrict or obstruct sight lines from neighboring homes.
- The homeowner is required to personally maintain these so that fallen fruit does not attract unwanted animals or interfere with regular lawn maintenance.
- Fruit trees are accent trees and should not be overplanted.

## Garages and Garage Doors - Repainting or Replacing

### Garages

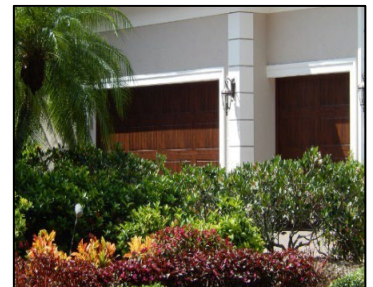
All homes must have an enclosed garage adequate to house at least two large-sized automobiles (*with the exception of Whitebridge Court*). All garages must have doors that are maintained in useful working condition.

Except when in actual use, garage doors must be kept closed. No garage shall be converted to other usage without the substitution of another garage.

### Painting or Replacing Garage Doors

If you plan to repaint or replace your garage door, please submit an application to the ALC. Include the paint color you plan to use for the garage door and any banding color, taking note of the following requirements:

- If the doors are banded with a trim detail to all three (3) sides, then the doors may be painted either in the same color as the trim/band color of the home **OR** in the body color of the home. Note that, in each case, the banded returns to the doors should be painted in the trim/band color so that the banding reads as a three-dimensional element.
- If the doors are not banded, or are only banded along the top, then the doors may be painted the main body color of the home **OR** may be left white in the delivered door state.



*Garage door banded on 3 sides  
(note banded returns painted in trim color)*

*Garage door banded on top only*

*Garage door with no banding*

*Garage matching front door*

In some cases, garage doors may be painted in the same color as the front entry door where such color is in the family of deep mahogany or brown. Garage doors like this may be considered where the home design has sufficient overall mass, width of facade, and roof color to support this approach. Contact the ALC for directions when considering this change. The ALC does not approve black garage doors.

If you plan to replace or modify your garage doors, include the manufacturer and style number of the new door and the color in your request to the ALC.

The preferred choice in garage door design is for it to be windowless so as not to attract more attention to the door over the architectural design of the home facade. In the event that windows are requested, then the ALC will review and approve the requested style.

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Gas Yard Light - see [Yard Lights, Gas](#) (p.42)

### Generators - Installation

#### **Portable emergency generators**

Used during power outages, they must not be stored outside the home and must only be operated exterior to the home for those periods of time when power outages are occurring.

#### **Permanent emergency generators**

Must be installed in an external location (*similar to the location of HVAC or pool equipment*). Placement may be on either side or the rear of the house. It should not protrude over the front line of the house.

No matter where it is located, it must comply with Manatee County guidelines and setbacks, and be screened by hedge-form style landscape material, that have the capacity to fully screen the equipment on three (3) sides so it cannot be seen from the street or by a neighbor. Some neighborhoods require walls to screen equipment and, in those instances, similar landscape screening is required on the exterior of the walls.

Recommended screening materials are Podocarpus, Pitch Apple, and Viburnum. Landscaping material must be confirmed at the time of submittal.

Finally, we strongly suggest that, before applying to the ALC for your generator installation, you consider having an open discussion with the neighbor on the side where you intend to place the generator, especially if it will be near a bedroom. Even though generators only exercise once per week for fifteen (15) minutes, they are quite noisy when running. It is much easier to reach a consensus opinion (*maybe too close to a bedroom*) in advance.

### Golf Course or Common Area Vegetation Trimming

Residents wishing to trim or prune native vegetation around their home, or backing up to the golf course or common area, **must** get approval from the ALC prior to any work being started. Such pruning, once approved, will be at the homeowner's expense.

Photos of the areas to be pruned must be attached to the application. Photos must clearly show the types of existing plant materials, and their current height. In the written information accompanying the submittal, the homeowner must state the proposed height after pruning. General guidelines for height of palmettos, after pruning, are three and one-half feet (3½') near the greens and tees;

however, palmetto stems should not be removed or cut back without approval. If you remove vegetation without approval, you may be required to replace it at your own expense. Approvals are required every time you trim. If you trim below three and one-half feet (3½'), you will be required to remove weeds at your own expense and may receive a violation notice.

### **Gutters and Downspouts - Installation and Color**

All homes are pre-approved for installation of gutters provided the following criteria are adopted:

- Gutters should match the fascia color (*generally white*).
- Downspouts should be painted in the house body color.
- Downspouts extensions should, ideally, be set below the mulch line.
- Downspouts should discharge onto the driveway when possible.

If there is any deviation from the above list, an ALC application is required.



### **Handicap Ramp**

Homeowners may install a wheelchair ramp when it is necessary to access their home. If the homeowner elects to install a ramp on the exterior of the home, submit plans to the ALC prior to construction showing architectural specifications for the ramp, building materials and exact location of the ramp. The idea is to construct a ramp that blends with the style of the home.



*Handicap ramp complementary to the home*

### **House Numbers**

House numbers are standard in University Park. They should be located on a front facing wall above any existing landscape plant material. Sign should be painted white with gold numbers. Any deviations must be approved by the ALC.

## Hurricane Shutters and Storm Protection

### Shutters

Hurricane shutters and similar protective devices are approved for use in University Park. ALC approval is required before installation. There are many types of devices available that can receive approval, such as metal accordion, rolldown, bi-fold, metal panel, fabric, Lexan/Kevlar and twin wall polycarbonate types, as well as more traditional shutter-style applications.



*Accordion*



*Roll Down*



*Fabric*



*Lexan*



*Permanent*

The application to the ALC should include the type of device or shutter and the location(s) where it is proposed that the shutters will be installed. Please submit a drawing or photos of the proposed locations. Supporting photos or manufacturer catalogues of the product will assist the committee in understanding the nature of device requested.

The ALC reviews the external color of the devices proposed and, generally, approves shutters or similar installations to be painted the trim/band color of the home for exterior openings (*windows and doors*). For shutters enclosing glass sliding doors opening onto the lanai and pool areas inside the pool cage, the body color of the home may be used as the paint color. Any permanent hardware (*wall anchors, mounting tracks, etc.*) must be painted to match the color of the surface to which they are mounted. Painted devices are required to be maintained in good condition and repainted in the event of flaking or peeling.

Clear, transparent or translucent style shutters or screens are not required to be painted.

### **When to Leave Shutters in Place or to Remove Shutters**

Devices may be used only during periods of tropical storm or hurricane watches or warnings and related activity, and that the devices are to be removed once a storm has passed, not to exceed fourteen (14) days.

The ALC recognizes that many homeowners are not in residence all year round and, therefore, a special dispensation is given in the case of homes where the shutters or protective devices meet the criteria for color as described above, or are of a clear, transparent material. This dispensation for

devices to “remain in place” is available during “Hurricane Season,” extending between June 1 and November 30 each year, but not at other times.

All other protective devices not meeting the clear or transparency criteria must be removed after a storm has passed. The one exception is permanent shutters. Usually, these shutters are in the accordion style and are non-removable. They may be opened and closed but they cannot be removed from the tracks. This type of shutter often cannot be painted because paint may cause the hinges to become inoperable. They typically are marketed in only two (2) or three (3) colors, so it is often difficult to match the shutters and hardware to the trim of home colors. As a result, permanent shutters will be approved on a case-by-case basis. They must be left in the open position except during tropical storm or hurricane watches or warnings and related activity, if approved. Landscape screening will be required in areas where the shutters are visible to neighbors or neighboring property.

### **Wind Screens (not Hurricane Shutters)**

Wind screens are engineered to withstand high winds, heavy rain and flying debris. However, they do not meet Miami-Dade hurricane requirements and can only be attached to the house structure. If the screen is located inside the pool cage, then they may be left in the down position during hurricane season. All other hurricane screen protection, however, must be retracted once a storm or watch/warning has passed. All protective devices require the approval of the ALC.



*Wind Screen*

**Invisible Fencing** - see [Fencing, Invisible Fencing](#) (p.13)

### **Irrigation**

A separate irrigation water source is provided to each lot to promote conservation of potable water consumption. Private wells are **not** allowed. All irrigation systems must be of an automatic underground type with time clocks and other equipment screened from view. Pop-up spray rotors or micro-spray systems are required. Irrigation systems may not be hooked up to a backflow device per Manatee County regulations.

Your lot will be watered at a specified time each week. You can ask your neighborhood chair when your house is watered. Homeowners do not control when the water is turned on/off. It is automatic and controlled by PBM. If your irrigation has a time clock, it must be mounted on the outside of your house to allow PBM access because our irrigation is fed from UPCA I ponds. In addition, Florida law requires that all new automatic irrigation systems (*timers*) include rain sensors.

Manatee County permits manual hand-watering of new plants or sod by using a wand hose or sprinkler, and fitted with a self-canceling or automatic shut-off nozzle, or a watering can or pail using potable water. UPCA I cannot allow special irrigation cycles for new plantings and sod so each homeowner must ensure new plantings are watered by hand.

### **Landscaping**

Any external work that changes the existing landscape design and material will require a landscape plan that includes restoration/renovation of landscaping. Plans should include designs and materials to be used, both quantities and sizes. The irrigation of all new replacement sod, landscaping or trees is the sole responsibility of each lot owner. Please make plans to hand water using potable water from a hose or other watering/sprinkling device during the entire time recommended by the landscape contractor.

Trees and plants grow fast in Florida and re-landscaping (*over time*) is regularly needed. Plants outgrow their original placement and overgrowth is often evident.

University Park follows Florida-friendly landscaping guidelines. The aim of these guidelines is to reduce the use of irrigation water as well as chemical fertilizers and pesticides that can be harmful to local fauna, household pets and humans, kill native vegetation, pollute waterways, and contribute to algae and red tide blooms along the coast. Use of Florida native plants is encouraged to conserve water, reduce costs, support wildlife and pollinators, and generally “bring life to the landscape.” Here are some links to Florida-friendly and Florida-native plants:

- <https://ffl.ifas.ufl.edu/homeowner/publications>;
- <https://www.fnps.org/plants>; and
- <https://gardeningolutions.ifas.ufl.edu/plants/ornamentals/native-plants>.

You can browse the University Park website at <https://www.upcai-fl.com> to find a detailed plant list for our specific area. Look for “Plants for University Park” on the page titled “*Arch. & Landscape*.”

Many exotic plants sold in local nurseries are not cold-hardy and may be seriously damaged or killed by a hard frost or freeze. If this occurs, they will need to be replaced. For this reason, it is important to select plants that are cold-hardy and appropriate for our location (*we are planting zone 10a*).

**Bedding Material** - see [Mulch](#) (p.23)

### **Bed Edging - Paver Bricks**

Paver brick landscape curbing is *not* an architectural element that enhances the home or the natural landscape setting of the home. Additionally, concerns over the maintenance of such curbing has proven to be problematic. Cracking, discoloration, staining, lifting, splitting, and other issues appear over time. Drainage may be affected, small beds encircled in concrete will hold water, and ground cover may die.

*Preferred materials to use for defining landscape beds include low hedge-form material (i.e., dwarf Podocarpus, Ilex Schilling) or ground cover to buffer between planted beds and sod (i.e., Parsonii Juniper & Asian Jasmine). This natural approach complements the design philosophy of University Park.*

If a hardscape edging solution is requested, the following criteria must be followed:

- No poured concrete edging is permitted. Existing edging is grandfathered; NO new edging will be approved. Only paver bricks, similar stone material or metal edging (*see edge curbing*) may be used. (p.9)
- No partial bed installations. Installation is to be around the main beds of the home only. This is especially relevant to landscape beds that may be shared with a neighbor.
- No small circular beds, rock beds (*i.e., around a single tree or light post*). Installations around mailbox, yard light or utilities will not be approved.
- If the driveway and/or sidewalk consists of pavers, the landscape bed edging should be of the same style and color.
- If the driveway is concrete, the preferred style is a two and one-quarter inch by six inch by nine inch (2¼" x 6" x 9") tumbled Belgian paver, as shown below, in a neutral color. These may be installed up to three (3) pavers high, depending on the purpose and location.



- If the driveway is of StampCrete material, the pavers should match the color of the StampCrete as closely as possible.
- Submission should include a sketch of the home and the beds to be incorporated.
- The applicant's agreement to maintain the curbing in good condition will be a requirement of any approval.
- Residents may be required to remove the curbing if it is not maintained.

## Low-Maintenance Landscaping Along Ponds



*Native Beach Sunflower growing on pond's edge*

In accordance with recommendations from the University of Florida and the Institute of Food and Agricultural Sciences, residents living along ponds and other bodies of water should maintain a maintenance-free zone of at least two feet (2') between the landscape and the water's edge. This buffer zone along the waterfront should have hardy plants that receive no fertilizers, pesticides or irrigation after establishment.

Guidelines are available in "Living on the Water's Edge: Homeowner's Guide to Low Maintenance Landscaping Along Stormwater Ponds," <https://sarasotabay.org/wp-content/uploads/SBEP-WatersEdge-Ponds.pdf>, and in "The Florida Yards & Neighborhoods Handbook," [https://ffl.ifas.ufl.edu/media/fflifasufledu/docs/FYN\\_Handbook\\_2015\\_web.pdf](https://ffl.ifas.ufl.edu/media/fflifasufledu/docs/FYN_Handbook_2015_web.pdf).

## Mulch

University Park has experimented with a variety of materials for landscape bedding since its inception. Based on this experience, the ALC is firmly committed to the use of natural materials wherever possible. The preferred approved type(s) of mulch are as follows: **brown mulch only**.

The ALC will **not** approve the use of:

- Melaleuca/Flori-mulch;
- Pine bark nuggets;
- Colored mulch other than brown;

- Cocoa mulch, which is toxic to pets;
- Rubber mulch, or other composite mulch material; or
- Stone or gravel used as mulch.

Volcanic rock or other stones as bedding material are not approved. Stones do not contribute to the soil's nutrient content. The occasional use of river stone as an accent may be approved, as follows:

- River stone in the landscape bed should not exceed ten percent (10%) overall;
- A color palette in the neutral to dark range is encouraged (*beige/brown, gray, black*)- **please note - bright colors and white stones are not approved**; and
- A border of mulch should be installed between the stones and the grass.
- Existing stone is grandfathered; NO further stone will be approved.

Be aware that the use of stones presents a potential hazard to windows when edging equipment or weed whipping equipment is being used around the house. Residents have advised of broken windowpanes. Information concerning the use of mulch, and the varieties suited to Florida landscaping, can be found on the website for the University of Florida Institute of Food and Agricultural Sciences.

### **Perimeter Planting - Foundation & Lanai**

All homes should have full perimeter planting in mulched beds on the four (4) sides of the home, including the lanai. Over time, planting on the sides of homes can become neglected resulting in bare, open expanses of wall. These areas are required to be replanted to maintain a consistent perimeter.

### **Re-landscaping**

Landscape improvements are encouraged, and the ALC is pleased to work with homeowners in providing guidance to assist in developing their plans.

All landscape changes that alter the original or existing landscape plan to a home require ALC approval. The following criteria should be adopted in considering plans to make changes:

- Mulch can also include the use of pine straw in more natural areas.
- If you are replacing like with like (*due to a dead plant*) then you do **not** have to submit for approval. The container size of the replacement plant should match the size of the other plants in the bed or yard.

- If you are trimming or pruning, or cutting back to accepted horticultural standards, then you do not have to submit for approval except if you are pruning along buffer zones or common areas, then ALC approval is required.
- Gravel or rock shall not be considered as a substitute for a ground-cover or lawn.
- If you are making changes, then you should submit your application along with a landscape plan showing the proposed changes. You should identify the bed areas in relation to the home that you plan to change and may submit a preliminary sketch for early guidance. Plants and tree materials need to be defined by type and size. Photographs of existing conditions are required.

**Lighting, External** - see [External Lighting](#) (p.11)

**Mailbox Replacement and Repairs**

- Mailboxes are to match within each neighborhood.
- In the event of a damaged mailbox, contact your neighborhood committee or Park Boulevard Management, who will furnish you with the mailbox model number and vendor who can repair or replace your mailbox (*at homeowner expense*).
- All mailbox numbers must remain consistent within the neighborhood. The vendor has the correct size, color and font for the numbers if the current ones need replacement.



*Country Style*



*Victorian Style – in white and “verde”*



*Barcelona Style- in white and “verde”  
(black not shown)*



*Barcelona style with  
Country Style post*

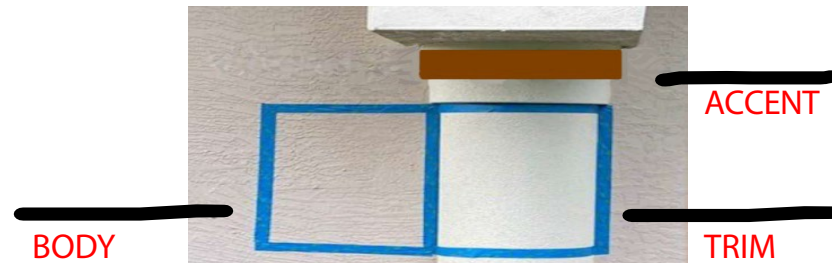
**Native Vegetation Pruning** - see [Golf Course or Common Area Vegetation Trimming](#) (p.17)

**Painting or Repainting Home Exterior**

Whether repainting the same color or a new color, color selections require the approval of the ALC. Paint fades over time and a request to repaint a home in the “same color” when using a color match may not

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achieve the desired goal. A one and one-half foot by three foot (1½' x 3') freshly painted sample bordered by blue painter's tape of the proposed colors must be applied to the home in a position visible from the street to determine the relationship between the roof, driveway color and neighborhood. Your submission should include your paint choices, the paint manufacturer's names and numbers, and paint chips.



Also, a photo of the painted sample should be taken that shows the roof, trim and painted sample. Site reviews may be conducted to determine if the submitted paint coordinates with your roof tile, walkway and driveway pavers, as well as the homes to either side and the neighborhood palette.

If the garage doors and windows are banded, their returns must be painted in the trim/band color.

Paint colors inside the pool cage or lanai that differ from the body color of the home must be reviewed and approved.

### **Painting - Whitebridge Court House Painting and Color**

Whitebridge Court is unique in University Park with attached single family homes. The ALC encourages painting the houses within the original palette of colors, but will consider deeper hues of the original colors, or more up to date colors with deeper hues that stay in the character of the neighborhood. The ALC will be looking for compliance with the approved color palette, the blend of colors with neighboring homes and spacing of color selections within the neighborhood.

Whitebridge Court's attached single family homes MUST be painted at the same time and same color because the siding is continuous from home to home. There is no visual property line between the units, and the garages share a common wall in the front. Therefore, both owners must agree on the paint color and paint at the same time to maintain a uniform color for the entire building.

### **Perimeter Plantings - see [Foundation Plantings](#) (p.14)**

## **Plants for University Park**

### **Our Climate**

In University Park, we live in the subtropical growing zone “10a.” We recommend using a Florida-friendly landscape approach in your yard that is designed, installed, and maintained according to the “9 Principles of Florida-Friendly Landscaping,” as follows:

1. Right Plant, Right Place;
2. Water Efficiently;
3. Fertilize Appropriately;
4. Mulch;
5. Attract Wildlife;
6. Manage Yard Pests Responsibly;
7. Recycle Yard Waste;
8. Reduce Stormwater Runoff; and
9. Protect the Waterfront.

### **What to Plant**

Located on the ALC’s page on the UPCA website, <https://upcai-fl.com/architecture/>, you will find a list of trees, shrubs, and flowering plants that are proven winners in our microclimate. Some are native plants and other plants have learned to successfully adapt to our climate.

Remember that University Park is a wildlife sanctuary - home to racoons, birds, bats, coyotes, alligators, rabbits, turtles, bobcats, snakes, armadillos, opossums, foxes, etc. This habitat environment sets our community apart from others.

In Florida, the gopher tortoise is listed as threatened. Both the tortoise and its burrow are protected under state law. Do not assume that large holes are armadillo burrows and fill them in. Please call PBM at 941.355.3888 if you have a large hole that was dug by an animal.

### **Invasive Plants**

Not all plants on the Florida “Invasive Plants” list are invasive everywhere in Florida. If you plant something from the “Invasive Plants” list, make sure it is in a container or in a small bed where it won’t spread into your lawn or your neighbor’s lawn.

Some invasives have aggressive root systems that often grow so densely that they smother the root systems of surrounding vegetation (*i.e., oyster plant*). Certain invasives produce chemicals in their

leaves and root systems which inhibit the growth of the plants around them (*i.e., Brazilian Pepper tree*). Invasives like Mexican Petunia have far-reaching root systems that send up new plants far away in places you don't want them to be. Click the following link for a list of Florida's invasive plants: <https://plant-directory.ifas.ufl.edu/plant-directory/>.

## **Pool Deck and Pool Cage**

### **Pool and Cage Installation**

Homeowners who wish to install pools must adhere to the following criteria:

- A drawing of the pool design, including setbacks from the property line to the deck, are required to be submitted, together with details of any raised planter areas around the pool.
- The pool cage is to be white or bronze frame, and the pitch is to match the mansard pitch of the roof of the house.
- A landscape plan is required at the time of submission showing continuous planting around the pool cage of hedge-form material. Tree forms at corners or centered on the cage may be required to offset the mass of the screen.
- Pool equipment is to be screened by hedge-form style landscape material that has the capacity to fully screen the equipment on three sides.
- Generally, the décor within a pool cage or lanai does not need to be approved by the ALC; however, any substantial embellishments, as well as paint colors which differ from the body color of the home, will need to be reviewed and approved.
- It is recommended that you advise your neighbors (*and your neighborhood committee*) of the work that is to take place and the proposed means of access. A condition of any approval will be to assure your neighbors that any damage caused to their property during construction (*to sod or landscaping, irrigation lines, etc.*) will be replaced at your cost upon completion of the installation.
- As a reminder, any window replacements, additions or hurricane-window coverings that are inside the lanai still require ALC approval.

Be considerate in limiting the site work hours, noise, and construction debris in order to minimize disturbance.

### **Pool Cage Installation for Two-Story Homes**

University Park is committed to maintaining a single-story pool cage design (*in white or bronze with mansard sides to match the pitch of the roof*) in order to minimize the impact that pool enclosures have on the architectural design of the home.

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In certain circumstances, a pool cage may be elevated to meet a second-story component of the home. In each and every case, a preliminary design must be submitted for approval and the final design must be approved before installation.

The following criteria will apply:

- A specific pool cage design for the home to reflect the characteristics of the rear profile and roof pitch will be required.
- The pool cage is not to extend above the second-story fascia line.
- The pool cage may start at a single-story fascia level on the home and rise to meet the elevated section.
- The pool cage must not exceed the height of the second-story.
- Additional landscape screening will be needed to the areas of increased elevation.
- The pool cage design submitted should show the design detail of the structure and bracing.
- Impact to, and views from, neighboring properties will be taken into account in the review process.

### **Pond Bank Retention Materials and No-Mow Zone**

In accordance with recommendation from The University of Florida and The Institute of Food and Agricultural Sciences, residents living along ponds and other bodies of water should maintain a maintenance free zone of at least two feet (2') between the landscape and the water's edge. This zone along the waterfront should have grass planted as a no-mow zone, per the Ponds Committee. (p.23)

Homeowners who wish to install retaining walls or use other means of pond bank retention on their lots must adhere to the following criteria and submit their plans to the ALC for approval.

Approved materials are:

- Wood retaining bulkhead walls
- Rip-rap covered with fill and sodded to maintain a consistent look with other grassed pond banks
- Geotube or Enkamat with Bacopa planted on top to stabilize the material
- Sox Erosion Control System

If a pond bank retention system is being employed, the owners/installers must ensure that the installation does not negatively impact the drainage from the adjoining homesite, particularly at the

lot line. The banks immediately adjacent to the ends of the retaining wall must be stabilized to assure the proper drainage from both their homesite and that of their neighbors. Those homes that are on the curved part of the pond should angle the wall in segments to follow the curve of the pond bank. Each submission to the ALC must include details of how this is to be achieved. The homeowner must submit a detailed plan and cross-section of the proposed installation for the committee to review.

Docks, decks or any other structure are not permitted to be attached to the retaining wall. Docks built on Braden River require an approval from Manatee County, as well as approval from the ALC, before construction begins. No additional docks will be allowed in other neighborhoods.

Rip-rap may not be used in isolation and left as an exposed element. Rip-rap may only be used if it is covered with fill and then sodded to provide a grassed finish to the pond bank. Landscape fabric may be required to stabilize the rip-rap and the adjoining bank areas. As with a wooden retaining wall, the homeowner must ensure that such installation does not compromise the drainage from the adjoining homesite. The submission to the ALC must include details of how this is to be achieved.

These methods of retention of a pond bank may be adopted independently in the same neighborhood. It is acceptable for adjoining homesites to use any of the methods described. The ALC's preference will always be toward a consistent approach, but the committee recognizes this is not always practical or attainable. Early contact with the Ponds Committee or ALC is advised to determine the best approach.

An ALC submission and an approval are required in every case before work is undertaken. Once installed, the maintenance and repair or replacement of the installed material is the responsibility of the homeowner. The policy for individual homesites is also applicable to pond banks falling under association control or ownership. The same procedures apply with respect to ALC submission and approval. Maintenance and repair or replacement will then be the responsibility of the association.

### **Rain Barrels**

Local government and other authorities have encouraged the use of rain barrels to provide limited, supplemental water for irrigation purposes.

The ALC has reviewed the types of barrels suggested and provides the following criteria and information for homeowners wishing to install barrels at their homes:

- The rain barrel must not exceed fifty-five (55) gallons in size, corresponding with the size available through authorities such as Manatee County.

- The rain barrel must be either green in color or painted to match the wall color of the home.
- The preferred material to be used is plastic.
- The best location to site a rain barrel is directly under a downspout. This will impose limitations on where the barrels can be placed. The preferred location is at a corner of the home, at the rear or side of the property so as not to be visible from the street. The barrel should be located where the aesthetics will not directly impact neighbors or the neighborhood.
- The barrels may be elevated no more than two to three feet (2'-3') above ground for ease of use and access for maintenance. The elevation provides a nominal increase in water pressure for use but no meaningful increase. Without the use of a pump, the rain barrel will only provide local water uses sufficient to provide hand-type water for the immediate area.
- Rain barrels may be situated at ground level.
- Manatee County, and other authorities, recommend anchoring the barrel to the wall to prevent tipping. If a homeowner wishes to anchor the barrel to prevent it from falling over, one option would be to strap it to the exterior of the home. The strapping, and any other associated material, would also need to be painted in green or the body color of the home, according to the color adopted for the barrel. If a full barrel were to leak, fall over or lose its seal causing the water to wash out the landscape beds or the soil around the home, the owner would be directly responsible for all repairs and/or re-landscaping.
- A submission to the ALC for approval is required for use of a rain barrel. Applicants should clearly show the proposed location with a sketch and identify the size, material, the color of the barrel proposed for use and the method of anchoring or securing the barrel.



*Installed Rain Barrel*

For additional information, homeowners may wish to contact the Southwest Florida Water Management District (SWFWMD) or Manatee County. The following links will assist in obtaining additional information:

- <https://www.swfwmd.state.fl.us/sites/default/files/storeproducts/rainbarrelguide.pdf>;  
and
- <https://www.mymanatee.org/services-and-amenities/service-listing/service-details/request-a-rain-barrel>.

### **Remodeling or Rebuilding of a Home**

Submit a preliminary proposal in the early planning stages of your design. The ALC will be able to help with information on setback requirements for a particular neighborhood and reduce time and effort.

Include your builder/contractor plans and a site plan showing setbacks and elevations to assist the review process. When you are ready for a full submittal, submit the appropriate review fee (*check fee schedule for correct amount*), as well as two full-sized sets of plans, including the site plan.

### **Roofs**

#### **Roof Tiles**

The ALC encourages variety when selecting tile color, and we consider your neighbors on either side when approving your selection. Adjacent houses having matching roof colors is not encouraged (*except for Whitebridge Court*).

Any proposal to color, stain or otherwise refinish roof tiles requires the approval of the ALC. In order to maintain the integrity of the roof styles in the neighborhood, the committee would not approve any significant color variation that does not blend with the neighborhood.

Replacement roofs require the approval of the ALC even if in the same color as the existing roof. Submissions to the committee should include a roof tile sample (*or samples, if a blend*) and confirmation on whether or not the exterior body color is proposed to be changed.

*Permitted roof tiles include solar roof tiles, concrete-clad roof tiles, synthetic roof tiles made by the Brava brand and concrete coated metal roofing that meets Miami-Dade County specifications. Another permitted metal roof is DECRA metal roofing.*

Roof tiles come in different styles and the version selected will depend on the style of the home. Examples of some of the most common roof tiles selections can be found below:



*Barrel*



*Shingle*



*S Profile*

### **Whitebridge Court Roof Tile Replacement**

When the architectural design for Whitebridge Court was planned, an important element was the consistency of look and style to create a balanced approach throughout the neighborhood.

Over time, many roofs have needed repair or replacement, and applications have been received for replacing roof tiles. This criteria has been developed to maintain the balanced look. Residents wishing to replace roof tiles will be given an approval from the ALC in accordance with the following:

- The approved tile for use in the neighborhood is a light gray called, "4516 Royal Palm," from Eagle Roofing Products.
- This flat high profile concrete tile has different dimensions than the old tile and therefore both halves of the duplex should be replaced at the same time.

### **Satellite Dish Installation**

ALC approval is not required to attach a satellite dish of less than one meter in diameter (*FCC OTARD rule*). However, the following criteria must be met when adding a satellite dish:

- Satellite dishes must have no greater diameter than one meter or three point two feet (3.2').
- For the protection of the neighbor's views and external appearance, satellite dishes should be located on the left or right-hand side elevation, to the rear of the property, and mounted low on the walls where they can be screened by appropriate landscaping. Dishes should not be mounted on the front elevation, or on the roof.
- Within the pool cage area/lanai, consideration will be given to mounting the dish at a higher level.

- Dishes should not be located in a free-standing position away from the constructed home, as this interferes with proper lawn maintenance.
- Where possible, the dish, and accompanying structure, should be painted the same body color as the house.
- When the dish is located outside the lanai, an application for approval of the landscape plan for screening the dish must specify landscape material of sufficient size to fully screen the equipment. Such screening is not intended to impair the effectiveness of signal reception.

### **Screening of HVAC Equipment, Generators, Pool Equipment, Water Softeners/Filters**

All equipment must be screened seven (7) gallon size hedge-form style landscape material (*planted on twenty-four inch (24") centers*) that have the capacity to fully screen the equipment (*i.e. Viburnum or Podocarpus*). The screening should hide equipment from the street and neighbors.

Some neighborhoods require walls to screen equipment, and, in those instances, similar landscape screening is required to the exterior of the walls.



*Examples of plants used to screen equipment*

### **Setbacks and Variance**

Homeowners, considering extensions or additions to a home that would change the existing home envelope, are encouraged to make early contact with the ALC to determine if setback encroachment is occurring.

Additionally, easements are located along most side and rear setbacks for drainage and other purposes. Construction that would encroach into these easements would not be permitted. Setbacks vary for each neighborhood and can be found in that neighborhood's Amended & Restated Supplemental Declaration (SD). The records of these SDs are stored in the Business Offices, located at 8301 The Park Boulevard, University Park, Florida 34201. Extensions of lanais or the construction of pools and lanais warrant early discussion with the ALC to clarify setback limitations.

*Provided that the ALC is able to approve a request, then the ALC is empowered to issue a Variance to the homeowner for the construction of:*

- Terraces or patios;
- Decks;
- Pool cages;
- Swimming pools;
- Low platform or steps;
- Fences;
- Screened enclosures; or
- Low, open, unroofed & unscreened walls.

A Variance issued by the ALC should be recorded by the homeowner in the official records of Manatee County, at their own expense. Please click the following link to be redirected to their website, [Instructions and Forms - Manatee County](#).

## **Solar**

### **Solar Panel Installation**

All solar panels must be approved prior to installation. It is common for the ALC to receive applications for solar panel installation, as well as geo-thermal and heat exchange installations, as heat sources for swimming pools and photovoltaic panels to generate electricity.

While the ALC cannot endorse any one method, it does advise all applicants to carefully consider the costs and benefits of each energy-saving device before making a submission to the committee for approval.

The approval of the ALC of any submittal relates only to the aesthetics of the installation and any specifications shown on the plans submitted to the committee. The committee makes no representation as to their sufficiency or adequacy. The approval of the committee shall not be construed or interpreted as a representation or determination that any governmental regulation or code has been properly met.

A detailed plan showing the proposed location must accompany the submittal. Initial site inspections will be carried out to ascertain the details of the proposed installation. Following approval, the installation shall receive a final inspection by the ALC to ascertain compliance with the submitted plans.

Florida Statute 163.04 allows for energy panels on a dwelling to be oriented due south or within forty-five degrees (45°) east or west of due south.

The installation of the solar panels on the roof will be reviewed as follows:

- Solar roof tiles must be cement clad.
- Whenever possible, the first priority is to make every effort to ensure that no panels are installed on a roof or surface area facing the street. The second placement priority is to make every effort to minimize the visual impact of the panels to neighboring properties.
- Every effort should be made to consolidate panels into one element/location on any given roof section.
- Screening (*tree-form landscape material*) may be required to minimize the visual impact of the installation to neighbors, the golf course and/or the neighborhood. Such screening is not intended to impair the efficiency of the system.
- The panels shall not overhang, protrude or be set at a higher or lower angle than the contour lines and slope of the roof on which they are installed.
- All supports, frames, substrates, stringers, brackets and similar ancillary devices must be painted to match the roof color.
- All piping to and from the solar panels must be painted the same color as the background roof, walls, or other parts of the building to which they are attached.

Energy panels are likely to collect debris from surrounding trees. The owner of the dwelling is obligated to keep the roof and panels free of unsightly debris to maintain the best appearance possible.

### **Solar Film Installation on Windows**

Residents wishing to use solar film on windows to reduce sun glare must adhere to the following criteria. Film may be in the gray, green or bronze color range only. Visible light reflectivity must not be greater than twenty-five percent (25%) to avoid a "mirror" effect. Hurricane protection may require a different approach to the type of film and requires detailed submission to the ALC, including a sample. \*Contact: Madico, Inc., <https://madico.com/>; Telephone: 888.298.3033.

### **Statues, Sculpture, Fountains, and Art**

Statuary, sculpture, fountains and all other exterior art forms are a matter of personal taste, and the ALC is careful to consider such applications in the context of the size, scale and type proposed.

Classical ornamentation is compatible with the overall design philosophy of University Park and will be taken into consideration when reviewing submissions.

Generally, external statuary is for the enjoyment of the homeowner and, therefore, it is important that the overall streetscape view of your home is not compromised by its placement. It is recommended that statues be screened from street view to the extent that they are not dominant to the front of the house.

Fountains can be an appropriate feature that suits a neo-classical design. They can take many design forms from tiered structures to flow-over ceramic designs. All forms of external art will be reviewed on a case-by-case basis. The ALC reviews placement and visibility with great care and consideration of neighbors and the neighborhood.

Some residents prefer a contemporary look, and this will be considered, recognizing that a blend of styles is important.



**Storm Shutters and Protective Devices** - see [Hurricane Shutters and Storm Protection](#) (p.19)

### **Tankless Water Heaters**

Tankless water heaters are pre-approved and should be installed outside with proper screening.

### **Trees**

**Fruit Trees** - see [Fruit Trees - Installation and Maintenance](#) (p.15)

### **Street Trees**

Street trees are intended to create an attractive streetscape and to provide a branching canopy the length of the street. They are not intended specifically for shade or to necessarily branch across a street. Their use and form are designed to be a soft lineal element in the streetscape design which, over time, will create a visually pleasing effect.

*NOTE: Topping, or the lopping of limbs, or circle-topping (lollo-popping) of street trees is strictly prohibited (Section 714 of the Land Development Code) and may result in fines or other penalties.*

## Placement

- Street trees are an integral part of the look of University Park and were originally mandated by the county and required to be located in pre-determined locations and spaced according to code details.
- They are generally located behind the sidewalk within the right-of-way. Spacing is set at about fifty foot (50') intervals but does vary within neighborhoods. The setback from the street is usually at, or around, twenty-five feet (25').
- Should a street tree be required to be replaced, then the location should follow the established criteria in the neighborhood to the extent possible.

## Tree Pruning

- It is best to hire a certified arborist, a specialist in the care of trees, to prune your trees. The ALC recommends hiring someone with an ISA certification. To find an arborist, go to <https://www.treesaregood.org>.
- Branches must be trimmed up to sixteen feet (16') above street level and to eight feet (8') above sidewalks, according to Florida Department of Transportation (FDOT) standards.
- Removal of dead branches and Spanish moss is encouraged to promote new growth and the health of the tree.
- Make sure the landscape maintenance company in your neighborhood is familiar with the approved practices available for proper horticultural care.
- Manatee County requires that street trees be maintained to form a canopy. Shaping or "lollo-popping" of the trees is strictly prohibited. Other bad forms of pruning are "lion-tailing" (*big puffs of leaves left on the end of branches*) and "stumping" (*leaving a stump behind by failing to prune a limb back to the main branch*).



*"Lion-tailed" tree*



*Over-pruned, lopsided tree*

## Removal and Replacement

- When removal and replacement of a street tree is requested, such applications will be dealt with on a case-by-case basis. A submission must be made to the ALC with a letter from a certified arborist detailing supporting reasons for any removal (*i.e., Ganoderma, pine bark beetles, severe leaning*). The arborist must also submit a copy of their current ISA (*or similar*) certification. Each submission will be reviewed on-site, and removal will only be permitted if there are sufficiently compelling reasons.
- Any removal may require replacement of an approved tree. The replacement specifications will be given by the ALC. Replacements must be planted within three (3) months and evidence provided to the ALC.
- Replacement trees must be a minimum of ten feet (10') tall and at least two point five inch (2.5") caliber (*trunk diameter*), twenty-five to fifty (25-50) gallon container. Suitable trees include Live Oak, Black Gum, Red Maple, Loblolly Bay, Sycamore, etc.
- Smaller trees will be a minimum of six feet (6') tall and at least one point five inch (1.5") caliber, and twenty-five to thirty (25-30) gallon size container.

## Palm Trees

Palms should NOT be pruned with limbs above the nine to three (9-3) o'clock horizontal. Scalping off upper palm fronds is known as a "hurricane haircut" or "mohawk." Palms store their food supply in their fronds so scalping them is starving your palms of nutrients.

A replacement Palm Tree should be at least fifteen feet (15') tall. If a Palm tree is being used as a replacement for a street tree, two palms must be planted.



## Two-Story Homes

Two-story homes are appropriate in some neighborhoods, and the ALC carefully reviews side setbacks and rear setbacks with regard to impact on adjoining homesites. In the case of two-story

homes, greater setbacks may be required, or other measures needed in order to respect issues of view - impact and privacy. Early discussion with the committee is suggested. To determine if you can add a second story to your home, consult your own neighborhood's "Amended & Restated Supplemental Declaration," which you should have received at closing.

**Variances** - see [Setbacks and Variances](#) (p.34)

**Walkways and Driveways** - see [Driveways and Walkways](#) (p.8)

### **Water Softeners, Filters/Tanks**

Water softeners, filters/tanks are pre-approved but must be screened from the street and neighbors with shrub material.

### **Windows**

#### **Glass**

Windows should be clear glass or a tinted glass of bronze, gray, or green colors. Reflective glass or reflective tinting may not be used, but heat-reducing glass film will be considered on a case-by-case basis. It is recommended that replacement windows meet current hurricane-rated standards. You may choose from bronze, black or white window frames.

#### **Mill Finish Aluminum**

Mill finish aluminum will not be allowed for windows, lanais, or pool enclosures.

#### **Awnings**

Awnings are not generally approved but may be considered on a case-by-case basis inside the lanai.

#### **Frame Color**

Only white, black, or bronze window frame colors are permitted.

#### **Hurricane-Rated**

Hurricane-rated windows are generally approved to bring some homes up to current code.

#### **Exterior Window Shutters**

Exterior window shutters, when used, should be operable or appear as such. Storm shutters may be installed over openings, only as an impending storm approaches.

## Yard Decorations

Many homeowners enjoy decorative pots, urns and other ornaments in their planted beds and around driveways and entry areas. The ALC carefully considers these items in context to the overall yard design which includes planting beds, statues, sculptures, boulders, pots, benches, fences, trestles and fountains. Outdoor ornamental items do require approval from the ALC prior to installation.

The philosophy of “less is more” has restraint and a natural approach at its core. This is the classical style in University Park, classical ornamentation is compatible with the overall design philosophy of University Park. A contemporary look will be considered as we recognize that a blend of styles is equally acceptable.

### Note:

- Potted plants placed in landscape beds, or within a landscaped section, should be earthen in color; terracotta, rustic earth tones and stone styles are permitted and encouraged.
- Pots on hard surfaces (*entryways, driveways*) offer variety with or without plants. Ceramic and stone are ideal choices.
- Potted plants should be used as accents that complement the landscape - not as elements with which to decorate the landscape.
- Small pots and containers along pathways, or intermittently arranged in landscape beds, are unlikely to be approved. Wheeled urns and pots or other bric-a-brac (*i.e., mini-bikes, wheelbarrows, whirly gigs, metal animals, flags, etc.*) are not approved.

If your style is to incorporate such elements, we encourage you to discreetly place them for your enjoyment or use in the lanai/backyard for additional ornamentation.

Examples of styles and designs that would meet approval are shown below:



*Approved and adopted on February 19, 2026 by the Board of Directors in accordance with the Declaration of Covenants, Conditions and Restrictions for University Park. Nothing in this document shall be retroactive, and any action taken under the previous guidelines is still applicable.*

Examples of yard art that would not be approved are shown below:



For more information on design elements in your landscape, see the ALC criteria for "Statues, Sculptures, Fountains, and Art and Mulch."

### Yard Lights, Gas

The yard light style and color is an established model per neighborhood. Maintenance is performed twice a year, but repairs are the responsibility of the homeowner. Contact PBM for the latest "Vendor Guide."