

# WESTFIELD HOA COMMUNITY STANDARDS

APPROVED BY THE WESTFIELD HOA BOARD: APRIL, 2019

ORIGINAL EFFECTIVE DATE: APRIL, 2019

REVISED, APPROVED, AND EFFECTIVE DATES:

FEBRUARY 2020 , January 21,2021, March 24, 2022, December 31,2022

Every Westfield homeowner is responsible to be familiar with and follow the rules, regulations, processes and standards of The Legends and the Westfield HOA.

Owners are also responsible to:

- see that visitors, guests and renters understand and comply with The Legends and the Westfield HOA rules, regulations and standards. Homeowners are responsible for their guests, visitors and renters.
- provide copies of the Westfield HOA Community standards to real estate agents, hired to rent, list or sell their property.
- provide copies of the Westfield HOA Community standards to potential renters or buyers if no outside agency is utilized
- see that any hired contractors and employees comply with The Legends and Westfield HOA Standards. Homeowners are responsible for their contractors.

Any requests for alterations, deletions, additions and changes of any type not listed in the Westfield Community Standards document are to be decided by the Westfield HOA Board. The Community Standards will be reviewed/updated from time to time or when a need is identified.

The Legends Master Board Standards take precedent for the Westfield Community Standards.

Any alterations to the outside of existing property, must be approved by the Westfield HOA Architectural Control Committee (ACC). (exception: No ACC approval is required for general maintenance.) Homeowners are to contact the Westfield ACC with any questions concerning when ACC approval is required.

If there is a violation of the rules, regulations/standards, any homeowner can talk with the neighbor violating a rule, regulation/standard, if comfortable in doing so, or they can report the violation to the Westfield HOA Management company. When reported to the Westfield HOA Management company, the owner violating any rules, regulations/standards will receive–written notice from the management company, and the owner will have a reasonable length of time to make corrections or to request a meeting with the Board of Directors or appointment designees to discuss the issue. If any violations are not corrected a fine may be assessed or the violation may be corrected by the Board at the owner’s expense

**\*\*When stated in the Standards, “The Westfield Board will hire vendors” or “The Westfield Board will hire vendors from time to time to provide services” it does not necessarily mean that the costs related to these services will be paid by the Westfield HOA. \*\* Not all services are covered by the HOA dues.**

**All homeowners must carry a homeowner’s insurance policy on their home (not condominium insurance). A Westfield villa is classified as a single family attached home. Homeowners should also consider carrying hurricane and flood insurance. Homeowners are encouraged to consult with their insurance broker or insurance carrier to review your insurance coverage annually and to discuss possible changes or additions.**

**PROPERTY MANAGEMENT COMPANY Westfield’s property management company is Tropical Isles Management. They can be reached at 1-239-939-2999**

- **Westfield homeowners are to contact the Westfield management company for issues except those related to landscaping, irrigation or sprinkler head concerns. Tropical Isles Management will then contact the appropriate party and Board members when necessary.**

**LANDSCAPE AND IRRIGATION Westfield's landscape and irrigation are managed by a vendor**

- **For any landscaping/irrigation issues or changes, the Westfield homeowner must contact the vendor directly.**

**1. EXTERIOR HOME MAINTENANCE**

- **VILLA EXTERIOR WALL PAINTING** The Westfield HOA Board (The Board) will hire a painting vendor to maintain all exterior walls and garage doors. Owners cannot paint the exterior walls, lanai walls or garage doors of their home. Exterior paint colors are determined and approved by the Westfield Board. The villas will be repainted at a time determined by the Board.
- **EXTERIOR FRONT DOOR PAINTING** can be done by the home owner. Paint color must be one of the Westfield HOA approved door colors.
  - SW0048 Buglehouse Blue
  - SW0047 Studio Blue Green
  - SW2848 Roycroft Pewter
  - SW6335 Ffred Brick
- **EXTERIOR FRONT DOOR GLASS INSERTS.** Glass inserts are permitted in new doors or existing doors provide the doors are hurricane rated, outward swinging and the glass is clear and hurricane rated. Decorative grill work between the clear glass panes is permitted.
- **WINDOW FRAMES** All window frames must be white in color.
- **ROOFS** The Westfield HOA Board will hire vendors to maintain the Villa's roofs.
  - **ROOF REPAIRS, ROOF TILE REPAIRS OR ANY REPAIRS ON THE ROOF** All issues related to the Villa's roof must be reported directly to the Westfield HOA Management company. No owner shall have any type of work done on a roof without the written consent of the Westfield HOA Board.
  - **ROOF CLEANING/WASHING** The Westfield HOA Board will hire vendors, from time to time, to clean/wash the Villa's roofs. No owner shall have any type of work done involving the roof without the written consent of the Westfield HOA Board.
- **ROOF VENTS/ SKY LIGHTS/TUBE LIGHTS/SOLAR LIGHTS/SKYLIGHT WINDOWS/ATTIC FAN/SOLAR HEATERS or similar materials** are not permitted to be installed. The Westfield HOA is not responsible for any roof repairs around roof vents (ones not part of the original home mechanics), skylights, tube lights, solar lights, skylight windows, solar heaters or similar materials previously installed.
- **ROOF REPLACEMENT TILES** Following the installation of roofs in 2017, replacement tiles were dispersed to homeowners to store, (if needed), for repairs. The HOA owns those tiles, not the homeowners. Homeowners were requested to store them in their garages or behind their air conditioner (not visible from the street or a neighbor's lanai) until needed by any villa within the Westfield community.
- **GUTTERS** are optional and the responsibility of the homeowners.
  - All gutters must be white in color, in good repair and not discolored or stained.
  - Any changes in gutters or gutter additions must be approved by the Westfield HOA ACC.
- **GARAGE DOORS** shall all be of the same design, color and in good repair. Garage door color is determined and approved by the Westfield HOA Board.

- **SCREEN ENCLOSURES** in the front of the home shall be made of metal and of white in color. Pool cages and lanai cages shall be metal and of white or bronze color. Any lanai structure changes, and other screen enclosures must be approved by the Westfield HOA ACC.
- **DRIVEWAYS/WALKWAYS**
  - **CLEANING/POWER-WASHING** Driveways and sidewalks should be power washed when the pavers/surface begins to show signs of discoloration (usually at least one per year). This is a homeowner expense.
    - Annually the Westfield Board will assess driveways and notify homeowners in writing if their driveway needs to be power-washed.
    - When power washing, the owners are responsible for cleaning the street gutter of the driveway debris. Debris must be picked up and not flushed down the sewer.
  - **REPLACEMENT**
    - ACC APPROVAL REQUIRED
    - The homeowner is responsible for all expenses and maintenance relating to the replacement of the driveway.
    - The driveway from gutter to garage including entry walkway may be replaced with brick pavers. Driveway can be extended to the left and/or the right of the garage door opening but no wider than the first perpendicular wall on either side. A minimum of 4 feet must be maintained between villa driveways. Any impact to the irrigation system must be arranged for and paid by the homeowner directly with the landscaping vendor
    - The color of the brick pavers must coordinate with the color of the villa and the other driveways in the community (sample must be submitted with ACC request). Border pavers must be the same color as the driveway

## 2. YARD MAINTENANCE

The Westfield HOA Board hires a vendor(s) to maintain the following around Villas and common areas for:

- lawn mowing and edging
- palm tree trimming (with fronds under 12 feet from the ground)
- hedge/ornamental pruning
- bed weeding
- mulch (front of villa and up to the front door)
- turf and ground cover fertilization and weed and insect treatment
- ornamental shrub insect and disease
- small, less established palm tree fertilization treatment
- irrigation inspection and maintenance

**THE HOMEOWNER, NOT THE WESTFIELD HOA, IS RESPONSIBLE FOR THE REPLACEMENT OF LAWNS/SOD, TREES, SHRUBS OR ANY TYPE OF PLANTINGS ON THE HOMEOWNERS PROPERTY.**

- **LANDSCAPING** around homes beautifies the community and is required.
  - All homes must have landscaping in the front of the home and up to the front door and around the utility boxes, air conditioning units, and pool equipment.
  - All homes must have landscaping in the back of the home around the lanai.
  - Dead, dying and missing shrubbery must be replaced.
  - Landscaping must include shrubs and trees.

- All homes are required to have at least three trees on their property.
- **REMOVAL/PLANTING OF SHRUBS, PLANTINGS, FLOWERS, LAWNS** The Westfield home owner is responsible for the replacing/and all planting of shrubs, lawns, or plantings of any type on their property and at their expense.
  - New landscaping designs or changes must be approved by the Westfield HOA ACC.
  - All shrubs must be on the Legends approved shrubs list as posted on The Legends website.
- **TREE REMOVAL** Tree removal is at the expense of the homeowner. Westfield ACC approval is required if using a vendor not under contract with the Westfield HOA. (for purposes of licensure and insurance verification).
- **TREE PLANTING/REPLACEMENT** is the responsibility of the homeowner. All tree plantings and/or replacement must be approved by the Westfield ACC, prior to purchase and planting.
  - All trees planted must comply with a tree species from the Legends approved tree list. (See The Legends website for approved trees).\_
  - In addition to meeting the Legends approved trees all trees planted must comply with the Westfield HOA Standards.
    - ONLY self-pruning palms are approved to be planted with the following exceptions – Pigmy date palms and non-self-pruning palms with a maturity height that does not exceed 12 feet.
    - The following tree species cannot be planted in the Westfield HOA community:
      1. Deciduous/hardwood trees
      2. Coniferous trees (example: pine /spruce/cedar/cypress trees)
      3. Coconut palms
  - The location of tree plantings must also be approved by the Westfield HOA ACC.
- **TREE TRIMMING/COCONUT REMOVAL** The Westfield HOA will hire, from time to time, a vendor(s) to maintain trees with the following exceptions:
  - All hardwood trees will be trimmed and maintained every one to two years at the homeowner’s expense. The HOA Board will determine when these trees need this work to be done, and notify the homeowner.
  - If the homeowner chooses they can do the work themselves or hire the vendor of their choice. If hiring the vendor of their choice, they must obtain and provide to the Westfield ACC, the vendor’s Lee County business license and insurance information.
- **PALM TREATMENT** is a homeowner’s expense.
- **IRRIGATION** – Changes in irrigation due to new plantings, plant growth etc., will be at the homeowner’s expense.
- **MULCH**
  - The Westfield HOA will hire, from time to time, a vendor to provide mulch in the villas front plant beds and up to the front door.
  - Homeowners are responsible for mulch around the sides and rear of their homes.
  - The mulch must be dark brown in color.

### 3. LANDSCAPE CURBING/EDGING

- **ALL LANDSCAPING CURBING/EDGING MUST BE:**
  - Commercially installed at the homeowner’s expense.
  - Aesthetically designed to match the home and community.
  - Approved by the Westfield HOA ACC.
  - Maintained as it was first constructed and cleaned and in good repair.

#### 4. MAILBOXES

- **MAILBOX REPAIR AND MAINTENANCE**
  - The Westfield will hire a vendor, from time to time, to repair and maintain all mailboxes only when due to normal wear and tear.
  - Damage to any mailbox not due to normal wear and tear shall be at the expense of the person responsible for damaging the mailbox.
  - If unable to identify the persons(s) responsible for damage to a mailbox, the Westfield HOA will incur the repair expenses.
- **RECEPTACLE ATTACHMENTS** No receptacle of any kind can be attached to any mailbox. (example receptacles for newspapers, magazines)

#### 5. HURRICANE SHUTTERS

- **HURRICANE SHUTTERS** - must be in accordance with The Legends documents. (See The Legends website for descriptions.)
- **ALL HURRICANE SHUTTERS** - must be approved by the Westfield ACC
- **HURRICANE SHUTTERS POSITION.** See The Legends documents concerning when hurricane shutters are required to be open or when they can be closed.

#### 6. TEMPORARY STRUCTURES/FENCES

- **STRUCTURES/FENCING** - No building structures or fences are allowed. This includes but not limited to storage sheds, trailers, fencing, etc...
- **PODS** - PODS are allowed for the maximum of one week.
- **DUMPSTERS** - Dumpsters allowed on driveways only during active construction and no longer than 14 days.

#### 7. ANTENNAS (*OUTSIDE ANTENNAS, ANTENNA POLES, ANTENNA MASTS, ELECTRONIC DEVICES, SATELLITE DISH ANTENNAS, ANTENNA TOWERS, ETC.*) No outside antennas, antenna poles, antenna masts, electronic devices, satellite dish antennas or antenna towers are allowed without the approval of the Westfield HOA ACC and the Master ACC.

#### 8. FLAGPOLES for the display of the American flag may only be permitted if approved by the Westfield HOA ACC.

#### 9. AWNINGS

- **AWNINGS**- are only permitted at the rear of homes.
- **ALL AWNINGS** - must be approved by the Westfield HOA ACC and must be a color compatible with the home and the neighborhood.

#### 10. EXTERIOR GARAGE AND HOME LIGHTING Garage and entrance lights must be in good repair. The approved outdoor garage light fixture for all Westfield Villas is as follows:

- Hanging carriage 14.5 in H in Antique Silver Medium Base (E-26) Outdoor Wall Light
- The light fixture can be purchased at Lowes – Item #21746 Model #SH-4266-SA.

Motion sensor devices must be approved by the Westfield HOA ACC and attached to existing lighting fixtures. Lighting must not shine towards the golf course, directly towards the street or towards another neighbor's property.

**11. SOLAR COLLECTORS** must have the approval of the Westfield HOA ACC and the Master ACC

**12. WINDOW/WALL AIR CONDITIONERS** are not permitted.(exception, temporarily following a declared hurricane, when power is out and generators are in use)

**13. PETS**

- The owner of each Villa may have two (2) pets, of a normal domesticated household type (such as a cat or dog) in the Villa. Any homeowner wanting more than two normal domesticated household type pets must have the approval of the Westfield HOA Board.
- A reasonable number of birds in cages and fish in aquariums are also permitted inside the villa.
- All animals/pets must be kept inside the villa when the homeowner is not home and not allowed in the lanai unattended.
- Animals taken outside the Villa must be hand carried or on a leash at all times.
- The owner is responsible for cleaning up after his/her pets.
- The ability to keep pets is a privilege not a right, and the Westfield HOA Board is empowered to enforce the removal of any pet that becomes a source of reasonable annoyances to other residents of the Westfield community.
- No reptiles, amphibians, poultry, swine or livestock may be kept on the properties.

**14. WILDLIFE AND PEST CONTROL** The owners of each villa, not the Westfield HOA, is responsible to secure the services and absorb the expense associated with wildlife pest control and prevention, if required, for the interior of their villa and the outside surrounding area.

**15. RECYCLE TRASH AND BULK ITEM PICKUP**

All trash containers must be stored in the homeowner’s garages. Weekly trash, yard debris and recycle containers should only be taken to the curb the evening prior to the scheduled pick-up date.

- **WEEKLY TRASH PICKUP**
  - Trash containers should be placed on the curb in the evening prior to pick up day, no earlier than 5PM, for the next day pick up
  - Empty containers should be returned to the owner’s garage by 5PM of pick up day.
  - 2022 current pick-up day is Wednesday
- **WEEKLY RECYCLE PICKUP**
  - Recycle containers should be placed on the curb in the evening prior to pick up day, no earlier than 5PM, for the next day pickup by Lee County.
  - Empty containers should be returned to the owner’s garage by 5PM of pick up day.
  - 2022 current pick-up day is Wednesday.
- **HAZARDOUS WASTE**
  - NO HAZARDOUS WASTE IS TO BE DISPOSED OF IN ANY TRASH CONTAINER
  - This includes but is not limited to products that contain ingredients that are toxic, flammable corrosive or reactive, (i.e. pool chemicals, paint , paint thinner, pesticides, fluorescent lamps and batteries)
  - Paint must not be put into any type of trash container.
  - Homeowners must take ALL hazardous waste materials to the Lee County Recycling Center. It is located at 6441 Topaz Court, Ft. Myers. (off of Metro parkway)

- If you have any questions they can be reached at 239-533-8000 or you can go to their website at [www.Leegov.com](http://www.Leegov.com).
- **WEEKLY LANDSCAPING AND YARD DEBRIS PICKUP**
  - All landscaping clippings and yard debris should be placed on the curb, only in the evening prior to pick up day, preferably in paper bags. No yard debris should be in plastic bags. (2022 current pick up days are every Wednesday or every other Wednesday by the landscaper and every Thursday by the trash/recycle pick up vendor)
  - Prior to the day to be placed on the curb, all yard debris should be kept in the owner's garage, or alongside their home, and not visible from the street. Do not place items on the curb on in the lawns prior to pick-up day(s).
- **BULK WASTE**
  - All bulk waste (including but not limited to furniture, remodeling debris, garage clean out items etc...) should be placed on the curb only on the evening prior to pick up day and, no earlier than 5PM, for next day pick up by Lee County
  - During regular refuse pick up, the Lee County staff will identify the bulk waste needing pickup and they will notify the appropriate Lee County department. Lee County will pick up the bulk waste that day. There is no need for home owners to notify Lee County.
- **UNABLE TO COMPLY** - If you are unable to comply any of the above stated schedule, due to not being home or illness, please ask a neighbor or friend to help.

**15. DECORATIVE ITEMS** - All decorative items must be in good taste and not offensive to the community or it's members

- **FLAGS – UNITED STATES OF AMERICA FLAG**
  - Can be flown 24 hours a day, seven days per week, according to U.S. Flag Protocol
  - U.S. flags must be in good repair, and not faded or torn
- **SPORTS AND/OR SCHOOL FLAGS AND/OR BANNERS** Can be flown from the morning the team is playing until the next evening at sunset
- **SCULPTURES/STATUES/FOUNTAINS/OTHER DECORATIVE ITEMS**
  - Should be of good taste and not offensive
  - Can only be placed in a plant bed
- **FLOWER POTS**
  - Flower pots must contain living plants – NO artificial plants, NO empty pots.
  - Small flower pots must be placed inside the planting bed surrounding the home – NOT on walkways, and not on driveways
  - All small flower pots must be taken into the home /garage during hurricane season and whenever the homeowner is away from The Legends for an extended period of time during hurricane season.
  - Hanging flowers pots can be mounted to outside walls only near the front entrance of each home

5. **SMALL DECORATIVE FLAGS/PINWHEELS, ANY ITEM PLACED/PLACED IN THE GROUND ETC....** are allowed only if not visible from the street and must be in good repair and placed in flower beds.

**16. OUTDOOR HOLIDAY DECORATIONS**

- **CHRISTMAS/HANUKKAH/KWANZAA/OTHER DECEMBER RELIGIOUS/CULTURAL HOLIDAYS**
  - Decorations must not be displayed until the day after Thanksgiving Day.
  - Decorations must be removed by January 15<sup>th</sup>
  - As a courtesy all outdoor holiday lighting should be turned off no later than 11PM
- **ALL OTHER OUTDOOR HOLIDAY DECORATIONS**

- Decorations can be displayed two weeks prior to the holiday.
  - Decorations must be taken down within one week after the holiday.
  - As a courtesy all holiday outdoor lighting should be turned off no later than 11PM.

\*All decorations should be placed carefully around grass, shrubs and trees to allow for routine maintenance. Landscaper is not responsible for damage.

## 17. OUTDOOR CHAIRS/TABLES AND BENCHES

- All unoccupied chairs, tables, benches and other furniture must be located near the homeowner's front door or on the sidewalk near the front door or inside the lanai.
- No type of furniture, chairs, tables or benches are to be kept on the lawns in the front, sides or rear yards or on driveways when not in use.

**18. SPORTS/RECREATIONAL EQUIPMENT** All sports and recreational equipment must be stored in the owner's garage when not in use.

**19. ADVERTISEMENTS/POLITICAL SIGNS** Advertisements and Political Signs are not allowed. They must not be displayed in the front, side or back of any Westfield Property.

**20. SIGNAGE** – No signage can be affixed to the outside of Westfield villas, inside the villa's window or inside lanais.

- **FOR SALE SIGNAGE** - "For Sale" signage must be the standard signage approved by the Legends Master Board (See The Legends documents)
- **SECURITY SIGNAGE** - Security signage must be in good repair.

## 21. OUTDOOR MAINTENANCE/REPAIR ITEMS

- **STORAGE OF OUTDOOR MAINTENANCE/REPAIR ITEMS** –All items used for outdoor maintenance/repair must be stored in the owner's garage. (this includes rakes, shovels, brooms, etc.)
- **EXCEPTIONS TO THE ABOVE**
  - Hoses can be left outside garages if stored in a receptacle or hangar not visible from the street. They cannot be laying on the grass, sidewalks, driveways, or in flower beds.
  - Roof tiles can be stored behind air conditioners if not visible from the street or a neighbor's lanai

## 22. COMMERCIAL VEHICLES/TRAILERS/RECREATIONAL VEHICLES

- No commercial vehicles, maintenance workers vehicles, trailers, vehicles with advertisements, or recreational vehicles can be parked on homeowners' driveways for extended periods of time or overnight.
- It is the responsibility of the homeowner to insure the area in which these vehicles have been parked is cleaned-up at the end of each day. No debris, materials, residue etc.... is to be left lying on the street or driveway.