
TURTLE ROCK COMMUNITY ASSOCIATION, INC.

OWNER'S MANUAL

Community Information
Rules and Regulations



8500 Turtle Rock Blvd., Sarasota, FL 34238
Phone: 941-921-3865; Fax: 941-921-3808, www.myturtlerock.com/

AMENDED, RESTATED and ADOPTED
BY THE BOARD OF GOVERNORS
DECEMBER 20, 2022

Supersedes all other Rules, Regulations, Architectural Review Committee Guidelines, and similar documents previous to the effective date. The Owner's Manual is subject to periodic change. To assure you are referencing the most current version of this document, and for optimal access to linked resources, please see the online Owner's Manual at www.myturtlerock.com.

Impact Statement for Homeowners, Tenants, and Guests

Dear Fellow Turtle Rock Homeowners, Tenants, and Guests,

As Turtle Rock approaches its 30th anniversary, the Board of Governors determined that it was time to review Turtle Rock's rules and regulations. This document, the Turtle Rock Owner's Manual (TROM), is the result of that review. It contains updated language, information, rules, and regulations, as well as emergency guidelines important to homeowners, tenants, and guests. The document incorporates previously printed Turtle Rock rules and Architectural Review Committee guidelines (the Architectural Review Committee, or ARC, is the only committee stipulated by by-laws). Please understand, though, that the Turtle Rock Governing Documents are the ultimate law for our community, our Constitution if you will, to which homeowners, tenants, and guests must strictly adhere. It is important to remember that most of the rules and restrictions listed in this document are based on the Covenants and By-Laws. The Covenants cannot be changed without a two-thirds vote by members. In addition, the Turtle Rock homeowners association (HOA) must abide by Florida Statute 720, which governs all HOAs in Florida. Information on Statute 720 is available on the web [here](#).

Please read each section carefully. Due to the new format and changes, all homeowners must sign the affidavit enclosed in the Appendix and [online at www.myturtlerock.com/files/forms/TROM Affidavit.pdf](http://www.myturtlerock.com/files/forms/TROM%20Affidavit.pdf), signifying that they have received, read, and thereby agree to comply with the items set forth. Please return the affidavit to the community center within three weeks of the date of receipt.

Please note: Failure to return the affidavit does not eliminate the homeowners' responsibility to comply with the current rules and regulations. Homeowners who lease their property must also share this document with their tenants and receive their signatures. Additional copies of the Owner's Manual and affidavit are available at www.myturtlerock.com.

Finally, the Emergency Preparedness Plan, specific to Turtle Rock, is located herein. This plan requires names and contact information of homeowners, tenants, those in residence at the time of the emergency, those needing assistance for medical or other conditions, and of all pets in residence. This information is of vital importance should our community experience a disaster. Please complete the Emergency Response Information form in the Appendix and return it to the community center, along with your affidavit. The form should be updated as resident information changes. (You should also provide much of this information on our gate access app, www.GateAccess.net.)

We hope you find the new Turtle Rock Owner's Manual concise, easy to use, and helpful.

The Board of Governors

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Introduction

This **Turtle Rock Owner's Manual** is laid out with six sections, an appendix, and an index.

[Section I, *Community Information*](#), contains Turtle Rock's vision and mission statements and information on The Turtle Rock Community Association; the Board of Governors and its committees; clubs, management, our gates and attendants; and community communication.

[Section II, *Community Common Areas*](#), contains information on allowed activities and rules as they relate to our community, the community center, and other common areas including our unique retention ponds, preserves, and wetlands. This is also where you will find information on potential nuisances and hazards.

[Section III, *Residences, Requirements, and Restrictions*](#), addresses information necessary for homeowners, their tenants, and guests as it relates to individual properties. It covers expected and required property maintenance, information on the *Architectural Review Committee's* (ARC) expectations and requirements, and the requirements for changes to the exterior of any home or property. Details on items from "*attachments to a dwelling*" to "*windows*" are arranged alphabetically. Critical to this section is the listing of the areas to which homeowners must adhere in order to be in compliance with Turtle Rock Community Association's policies and practices.

[Section IV, *Vehicles, Vehicular Parking and Storage, and Use of Streets*](#).

[Section V, *Rental and Sales Requirements*](#), has information for homeowners who intend to sell or lease their property, with additional material in the Appendix for landlords.

[Section VI, *Requirements for our Savannah and Somerset Communities*](#), highlights the additional information for homeowners in these neighborhoods. For full information on Savannah and Somerset policies, consult their respective Owner's Manuals.

[The Appendix](#) contains supplemental materials referenced in other sections of the document, to include:

[Emergency Preparedness Guidelines, Procedures and Requirements](#). These guidelines are geared to help homeowners and residents best deal with emergencies prior to, during, and following an emergency.

I. Community Information

A. Vision and Mission Statements

Turtle Rock is a community that embraces a good neighbor policy and one that fosters and supports deed restrictions that effectively work toward protecting and maintaining the beauty, tranquility, and value of individual and community property. The Association encourages, supports, and enjoys a high level of participation by residents in community operations and endeavors to conduct the Association's business in an effective, open, and even-handed manner. The community strongly believes that these qualities and values serve to establish Turtle Rock as a most desirable place in which to live.

It is the mission of the Turtle Rock Community Association, through the Board of Governors, Management, Committees, and Task Forces, to provide for the maintenance, governance, and operation of the community in a manner that will preserve its overall appearance, appeal, and value. To this end the Association will adopt and carry out policies and procedures that are designed to maintain, protect, and enhance the beauty and value of the community property.

B. The Turtle Rock Community Association:

The homeowners' association is known as the Turtle Rock Community Association, Inc. (the Association).

C. Membership in the Association:

All homeowners (also referred to as "owners") are members of the Association. As such, they have rights and responsibilities as laid out in this document.

1. The Association Budget and Association Payments:

The Board typically adopts a budget reflecting the anticipated community expenses for the forthcoming calendar year at a regular meeting of the Board called for this purpose. This meeting is held no later than November 30 of the year prior to the year to which the budget applies. The Board sets the amount of the Association dues at the same meeting. The dues maintain the common areas; pay for management and gate staff; cover insurance premiums, legal fees, utility bills, supplies, materials, irrigation water to homes, etc. A portion of the total quarterly dues is allocated to Reserves for the eventual repair and replacement of capital items (i.e., roads, community center, pool and gatehouse roofs, painting, resurfacing of the pool, tennis and basketball courts, etc.). In the event of an unforeseen expense, the Board of Governors can authorize a special assessment. A portion of the Turtle Rock Association dues is also paid to the Palmer Ranch Master Association for similar line items.

A budget summary for the upcoming year is mailed to homeowners in the last quarter of the preceding year and is also available on the [Turtle Rock website](#). Members of the Association are responsible for dues, paid quarterly, on the first day of January, April, July, and October. Homeowners may enroll in an auto-pay system or opt for payment coupons. Please contact management for the latest information on setting up your chosen payment plan.

Association members not paying quarterly dues by the 15th of the month in which fees are due (Jan, April, July, Oct) will be subject to the Turtle Rock Collection Policy that can be found in the Appendices.

Please note: Savannah and Somerset homeowners are subject to additional fees as mandated by the documents governing these communities in Turtle Rock.

2. Compliance:

Turtle Rock is a deed-restricted community and, as such, homeowners and tenants are responsible for adhering to the guidelines, rules, and regulations in place for the community common areas and private property. Compliance reviews are conducted by the management company. *A property is deemed in compliance when all the guidelines, rules, and regulations stated herein are met.* Homeowners receive written notices with a citation for non-compliance and are given a set period of time to correct the violation(s). If items for correction are not completed within the given period, and the Board has established that the owner is in violation, the Board will determine if a fine and/or suspension of voting rights, barcodes, and use of the common areas should be levied. The Board will also determine the amount of the fine and/or the terms of the suspension.

The Hearing Panel (see Section I, C, Item H below) will be convened for the purpose of determining whether to confirm or reject the fine and/or suspension levied by the Board. The Hearing Panel must agree with the Board or the fine and/or suspension cannot be imposed. The decision of the Hearing Panel is final.

Management shall conduct a compliance review of homes for sale. Homeowners selling a property, and homeowners seeking to lease a property, should be aware that, if and as required by an estoppel issued as part of the sale, the Association shall inform a prospective buyer, owner, and/or tenant if the property is not in compliance.

Please note: The current compliance policy is located in the Appendix. Please see also Section V, Item A₁ Compliance/Estoppel.

3. Fines:

The purpose of fines is not to raise revenue, nor to “tax” residents, but rather to promote residents’ adherence to community rules and regulations. The Board of Governors has the right to levy fines against members of the Association, their tenants, or guests for any violation. The Board reserves the right to adopt a schedule of fees for specific violations, up to \$250 per day. Each day the violation continues shall be considered a separate violation, and a fine may be levied on the basis of each day of a continuing violation with a single notice to the offending party. A continuing violation will carry a maximum amount not to exceed \$5,000. Fines must be paid within twenty days of the demand for payment. Fines unpaid after 90 days are subject to the Board’s decision to, if not already so determined, suspend owner voting rights, barcodes and/or use of the common areas. Failure to pay a properly levied fine may result in legal action that may require the violating party to pay the sum of the fine as well as the costs and attorney’s fees of the Association connected with this action. Unpaid fines may also result in a lien against the owner’s property.

4. The Board of Governors:

The mandate of the Board of Governors is to guide and manage the affairs of the Turtle Rock Community Association, Inc. The Board may consist of five to nine Governors and is currently fixed at seven, who are volunteer members elected by Turtle Rock homeowners. In order to be eligible for a Board position, the candidate must be a member of the Association and not be delinquent in the payment of Association dues, fees, fines, or other monetary obligations to the Association. A candidate must be in compliance with all documented Association rules and regulations. In addition, a

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proposed Governor may not be a convicted felon with his/her civil rights revoked, or a convicted felon with civil rights that have been restored for a period of less than five years.

Governors serve for three years, in staggered terms. Our governing documents mandate that the Board elect a president, vice president, secretary, and treasurer. Other positions may be elected or appointed, at the Board's discretion. The following positions are currently in place: president, vice president, secretary, treasurer, assistant treasurer, liaisons to the Architectural Review Committee (ARC); Communications Committee; Landscaping and Grounds Committee; Natural Assets Committee; Finance, Investments, and Risk Management Committee (FIRM); Nominating Committee (see Section I, C, Item A through Item I below), and the Palmer Ranch Master Association (must be an officer). Board meetings are open to all and held monthly at the Turtle Rock community center or as virtual or hybrid virtual/community center meetings as appropriate. Special meetings may be held when properly posted, as outlined in FL Statute 720. The official posting is always on the Turtle Rock community center bulletin board. Attendance by Association members is encouraged. Please check the [Turtle Rock website](#) for the latest schedule of meetings.

For complete information about the Board, please refer to the Declaration of Protective Covenants, Conditions and Restrictions, Articles of Incorporation, and By-Laws for the Turtle Rock Community Association, Inc. (See www.myturtlerock.com/community-assoc/documents/ for link.) A list of the current Board members, and their contact information, is available on the Community Association website at www.myturtlerock.com/community-assoc/board-of-governors/ and in the printed directory.

5. Committees, Panels, and Task Forces:

Under the by-laws, the Board of Governors has the authority to appoint committees or task forces to assist it in the work described in the mission and vision statements above. Committees consist of three to seven members. Meetings must be posted. Only two committees, the Architectural Review Committee and the Hearing Panel, are mandated under the Turtle Rock Protective Covenants, and their members must be approved annually. All other committees need to be reviewed and approved annually as well. Homeowners interested in serving on a committee are encouraged to contact the management at the community center office.

a) Architectural Review Committee (ARC):

The Architectural Review Committee (ARC) is a volunteer committee of three to seven members appointed by the Governors. The purpose of the ARC is to assist residents and homeowners in planning *exterior changes to their properties* that are in keeping with the requirements related to home ownership, maintenance, and compliance as described in this document. Applications for exterior changes to property are available on the Turtle Rock website and from the management office, and are due on the 15th of every month for review by the committee, which typically visits on the last Saturday of the month.

b) Communications Committee:

The Communications Committee is a volunteer committee of three to seven members appointed by the Governors. The purpose of the committee is to enhance and facilitate communications between the Board and management with the residents of Turtle Rock. This is done through multiple means, which include the [Turtle Rock website](#), electronic newsletters, e-blasts, and an annual homeowners'

directory. The committee also welcomes new residents to Turtle Rock. Refer to Section I, H for more information.

c) Landscape and Grounds Committee:

The Landscape and Grounds Committee is a volunteer committee of three to seven members appointed by the Governors. The purpose of the committee is to make recommendations for improvements involving the aesthetic beauty and ecological stability of the Turtle Rock common areas. The committee provides suggestions for the maintenance and improvements to (1) landscaping and hardscaping and (2) buildings and common areas.

d) Natural Assets Committee:

The Natural Assets Committee is a volunteer committee with three to seven members appointed by the Governors. The purpose of the committee is to assess, monitor, and make recommendations for the preservation or improvement of Turtle Rock's natural assets including: stormwater systems composed of retention ponds, storm drains and piping, weirs, outfall boxes, mitered ends, as well as littoral shelves, wetlands, preserves, and the nature trail; and to foster a better understanding among community residents of the purpose and value of preserving these natural resources as an integral component of maintaining the appearance, appeal, and desirability of the community for existing and prospective residents.

e) Finance, Investments, and Risk Management Committee (FIRM):

The Finance, Investments, and Risk Management Committee (FIRM) is a volunteer committee of three to seven members appointed by the Governors, including the President, Treasurer and Assistant Treasurer (who may or may not also hold a position as Governor). The purpose of the FIRM is to monitor the performance of financial activities, investments (both capital and financial), and the enterprise risk (both insurable and self-insured risk) of the Association, and to make recommendations to the Board for resource utilization or resource management in a manner that complies with Florida statutes, Turtle Rock's Deed of Restrictions, and other applicable industry standards.

f) Turtle Rock Academy:

The Turtle Rock Academy hosts a series of lectures by noted authorities throughout the year. Speakers include artists and musicians, academicians, public policy makers, scientists, authors, actors, and other personalities. For schedule information, please visit www.myturtlerock.com/clubs/turtle-rock-academy/.

g) Nominating Committee:

The Board will appoint the Nominating Committee prior to the Annual Meeting each year. It is tasked with determining the eligibility of candidates for open board positions. Additionally, the Committee is tasked with preparing the slate of candidates, hosting a "meet the candidates" function, and counting the ballots at the Annual Meeting. *There are no nominations from the floor on the date of the election.*

h) Hearing Panel:

The Hearing Panel is appointed by the Governors and consists of at least three members of the Association who are neither a member of the Board of Governors; nor an employee of the Association; or the spouse, parent, child, brother, sister, or an employee of a member of the Board of Governors. The panel is statutorily limited to determine whether to confirm or deny the fine and/or suspension levied by the

I. Community Information

Board against an offending owner, guest, or tenant. The hearing is conducted before at least two members of the Hearing Panel. The petitioning party will have an opportunity to present evidence to the Hearing Panel. The Board of Governors, or its agent, may also present evidence at the time of the hearing.

i) **Ad Hoc Committees and Special Task Forces:**

As needed, and at its discretion, the Board may appoint *ad hoc* committees and special task forces to address a specific need in the community. These committees are proposed and duly voted on by the Governors.

D. **Management Company:**

The Board of Governors may contract with a duly certified and appropriate Community Association Management (CAM) firm. The CAM firm is contracted to manage the day-to-day operations of the community, assist residents and homeowners, support the Board, identify and manage compliance issues, assist in the preparation and management of budgets, and manage staff.

E. **Gates Access:**

Entrance to Turtle Rock is made at the North Gate located off Palmer Ranch Parkway East, or the South Gate located off Central Sarasota Parkway. To contact the gates, use one of the following methods:

1. Gates Access system, either via the website (www.GateAccess.net, select community code TR) or mobile app (get the app at ABDi GateAccess in your smartphone's app store)
2. Email gates@myturtlerock.com
3. Call the North Gate at 941-927-7221 or the South Gate at 941-923-3942.

The North Gate is staffed 24 hours/day. The South Gate is currently staffed from 7:30 am to 7:30 pm Monday through Saturday and on Sunday from 11:30 am to 7:30 pm. When an attendant is not present at the South Gate, a keypad and instructions are available for entrance at that location.

When the South Gate is not attended, residents have two options for entry via that gate:

- The first is to register a home or cell phone number with management. Once the phone is registered, the resident will be given a four-digit code. When a visitor enters the code into the keypad at either gate, the system will call the registered telephone number (cell or landline). When the resident answers, they simply press the number "6" on the phone keypad until it disconnects. This opens the gate. This method can also be used by residents if they are in someone else's vehicle. For security purposes, we recommend keeping your personalized code confidential.
- Alternately, residents or visitors may call the North Gate from the South Gate keypad and identify themselves. The attendant can then open the gate for the residents or approved guests.

In times of an emergency, for example a hurricane, the gates *may* be kept open to allow emergency personnel access to the community.

F. Community Video Surveillance, and Emergency/Problem Reporting Procedure:

The community has video and audio surveillance at the entrance gates, the community center, and the surrounding public areas. All recordings are maintained and reviewed by the management company. Gate attendants are not authorized to act as security personnel. They are charged to assist with entry to Turtle Rock and to monitor activity in and around the community center.

If you have an emergency, call 911.

To report a non-emergency situation, use specific sheriff's office phone numbers as follows:

- Report a crime - 941-316-1201
- Report accidents - 941-365-8247
- Report illegal fireworks (be as specific about fireworks' origin as possible) – 941-316-1201
- Make other non-emergency calls - 941-861-5800

G. Clubs:

The Turtle Rock community features clubs with regular programs of activities. The Men's and Women's Clubs have monthly luncheons and newsletters announcing activities and events. The Family Club supports year-round activities for young families. For information on these and other clubs, please check the [Turtle Rock website](#) or visit the community center.

H. Communications – Website, Email, Directory, and Newsletter:

The Association has four primary forms of communication:

- A [Turtle Rock website](#) for use by homeowners, the Board, and management
- E-blast alerts sent to homeowners and tenants who register for email communication
- An electronic newsletter sent via e-blast and posted on the [Turtle Rock website](#)
- An annual directory with homeowner addresses and contact information and community information

The [Turtle Rock website](#) includes announcements of meetings, meeting minutes, information on clubs and activities, copies of this document, forms, and other resources.

To access the site, visit www.myturtlerock.com. Much of the content is publicly available. Under the heading of "Community Association" is a "Residents Only" section that requires user sign-in. Contact management for your sign-in information. Enter the required information and you will have full access. Make sure you, other household members, and your tenants, if any, sign-up for e-blasts to receive timely news and announcements. *Email is our primary source of communication and especially necessary in emergency situations.*

I. Solicitation:

Solicitors, salespersons, or agents making door-to-door calls, soliciting orders, or leafleting (cars, doors, or mailboxes), on behalf of a business, a charitable, educational, political, religious, scientific, or veterans' institution or organization, are specifically prohibited within Turtle Rock. The only exception to this rule is for approved youth groups, such as Girl Scouts and Boy Scouts. Any other youth group must have written approval from the Board of Governors.

II. Community Common Areas, Allowed Activity, and Restrictions

A. Adherence to all County, State, and Federal Laws; and Turtle Rock Regulations:

To keep our community safe and welcoming, all county, state and federal laws, as well as the regulations noted in this Owner's Manual, are to be adhered to at all times within the Turtle Rock Community. Any violation will be promptly reported. In addition to the penalties that may be imposed for the violation by county, state, or federal officials, the Association reserves the right to fine the violator for each occurrence of the violation, in accordance with the policy on fines below.

B. Definition, Posting, and Identification of the Common Areas:

Common areas are those areas within Turtle Rock that are not homeowner-owned lots. Common areas are owned by all members collectively. Nothing may be stored, constructed within, planted, or removed from the community common areas. Members shall not alter common areas without the express written permission of the Association.

No owner, tenant, or guest is allowed to use the community common areas in such a manner as to abridge the equal rights of other users to their use and enjoyment.

C. Community Nature Paths, Preserves, Wetlands, and Surface Water Management:

1. Use of Natural Areas:

Residents are welcome to walk through the nature trail and preserves, and to boat in the waterways in accordance with guidelines and prohibitions of this manual. No individual may walk behind, or between residences other than their own and their neighbors', with the exception of easements up to 15 feet along pond edges, which is common property.

The waterways and preserves are Sarasota County protected places. Residents are prohibited from making changes to the preserves – including planting, trimming, or removal of or depositing of vegetative natural "litter." Residents are not permitted to feed, harm, trap, or otherwise attend to wildlife in any common area, preserve, or waterway. The exception to this prohibition is fishing, which is addressed in Section II, C, Item 3 below. For the safety of our residents, swimming is prohibited in Turtle Rock ponds.

The Turtle Rock Community Association is responsible for the operation, maintenance, and regulatory compliance of the Surface Water Management System and all drainage, preservation, and conservation/open space areas in accordance with rules, regulations, and permitting requirements set forth by the county and other permitting agencies. These include, but are not limited to, the Southwest Florida Water Management District, the Florida Department of Environmental Protection, and the U.S. Army Corps of Engineers.

2. Ponds, Waterways, Wetlands, Preserves, and the Nature Trail:

Turtle Rock is fortunate to have 31 connected stormwater retention ponds within its confines, the most of any community in Palmer Ranch. They are a precious natural asset to our community, and require constant vigilance in terms of aquatic plantings, shoreline erosion, water quality, wildlife habitat maintenance, and water control to prevent flooding. The retention ponds will also be monitored to balance desirable aquatic plants with open water area and to eradicate invasive vegetation. The Natural Assets

Committee oversees all aspects of these stormwater retention ponds, waterways, littoral shelves, wetlands, preserves, and the nature trail to preserve their beauty and health.

Both the Association and homeowners are responsible for establishing and maintaining Low Maintenance Zones (LMZ) on all common grounds and private property shorelines, respectively. This LMZ – or buffer – will help protect the community against shoreline erosion as well as mitigate deleterious effects of fertilizer, pesticide, and herbicide runoff from lawns into the ponds. The Association will be responsible for trimming the LMZ to approximately 2 feet wide and 8 inches high. Copies of the [Turtle Rock Ponds Management Program](#) are available from the management office or on the [Turtle Rock website](#).

Ponds, waterways, preserves, and wetlands may be used by residents at their own risk with approved watercraft. Approved watercraft include canoes, kayaks, rowboats, and paddle boats. Sailboats, paddleboards, and sailboards are prohibited. The maximum length for watercraft is 16 feet. Watercraft may be powered by an electric motor, one horsepower or less. No other powered craft are permitted. Watercraft in use are to remain 50 feet or more from the shoreline of all residences and are not to be used in a manner that causes a nuisance. Residents shall not install structures, docks, or moorings in a pond or waterway. It is the responsibility of the owner to ensure that watercraft are not used in, and do not traverse, preserves or mitigation corridors. The privilege to use the ponds and waterways may be revoked by the Board of Governors for violation of these policies.

Please note: Because alligators are present in all ponds, residents should be cautious along pond edges. If an alligator poses concern, becomes a nuisance, or displays aggressive behavior, call the management office. See [Coexisting with Alligators](#) on the [Turtle Rock website](#).

3. **Hunting and Fishing:**

Hunting, or the shooting of any animal with any type of weapon, is strictly prohibited in all areas of Turtle Rock. Residents and guests may fish in common areas. However, fishing behind a residence, other than one's own, is not permitted without the consent of the owner of the property.

4. **Plants, Buildings, and Shelters:**

No individual is allowed to remove vegetation that becomes established within the ponds or preserve areas. Prohibited activities within such areas include removal of native vegetation (by dredging, application of herbicide, or cutting); excavation; placement or dumping of soil, trash, land clearing or landscaping debris; and construction or maintenance of any building, residence, or structure.

D. **Common Areas Identification and Information:**

1. **Basketball/Pickleball Courts:**

The basketball and pickleball courts are to be used only for those two activities. The hours of use are 8:00 am to 10:00 pm daily including weekends. Residents and guests play at their own risk. No hard-soled shoes can be worn on these courts. The net for the pickleball court is the property of the Turtle Rock Association and is located at the South Gatehouse. Instructions for borrowing the pickleball equipment may be found on a sign at the court.

II. Community Common Areas, Allowed Activity, and Restrictions

2. **Bicycle Racks:**

Bicycle racks are located in front of the basketball area and at the north gate. It is recommended that residents using the racks lock their bikes. The Association is not responsible for loss or damage to bikes. Bicycles may not be left at the rack overnight.

3. **Butterfly Garden:**

The butterfly garden is located on the west side of Turtle Rock Blvd. between the north and south sections of Meadow Rush Loop. It overlooks a small pond, with a bench for viewing.

4. **Children's Playground:**

The playground is located behind the community pool. The hours of use are 8:00 am to 10:00 pm daily, including weekends. Residents and their guests use the equipment at their own risk. Children under 12 must be accompanied by parents or adult guardians.

5. **Community Center and Community Pool:**

The community center houses the management company staff, library, small meeting room/kitchen, large meeting room, and surrounding patio. It is open 9:00 am to 4:30 pm, Monday through Friday.

The community center may be used by residents during regular business hours and is available, as noted below in Section II, D, Item 6, during non-business hours. Both the community center and the pool are non-smoking areas.

The community pool may be used by residents and their guests. The pool area includes tables and chairs, men's and women's restrooms, and a counter and sink area. The pool ranges in depth from three feet to six feet. The pool is cooled in the summer and heated in the winter. It is fenced and lighted and requires a code to enter. Residents may obtain the entrance code at the community center.

Pool Regulations (as posted at pool):

- The pool is for the exclusive use of Turtle Rock residents and their guests.
- **BATHERS SWIM AT THEIR OWN RISK. NO LIFEGUARD IS ON DUTY.** Pool hours are 8:00 am to 10:00 pm daily, including weekends.
- Pool equipment rooms are off limits.
- Safety equipment is for emergency use only.
- Furniture may not be removed from the pool deck.
- Glassware is not permitted in the pool area.
- Pets (with the exception of service dogs or assistance animals) are not permitted in the pool area.
- Incontinent persons, and infants and toddlers who are not toilet trained, must wear a swim diaper.
- Adult guardians are responsible for the activities of all children under their care so that the rights of other persons are not infringed upon.
- Children under 12 must be accompanied by a parent or adult guardian.
- Bathers must shower before entering pool, in accordance with Florida state law.

- Toys are not permitted in the pool.
- Safety personal flotation devices are permitted.
- Running, pushing, shoving, diving, or horseplay in the pool area are not permitted.
- The pool bathing load is 20 persons and must be adhered to by those in the pool area.
- Noise should not exceed the guidelines set forth in Section II, E, Item 4, Noise, below.
- Smoking is not permitted in the pool area.
- Resident must accompany guests.

6. Community Center and/or Pool Use and Request Process:

The community center and/or community pool may be used by residents of the community in good standing for **private** social functions, by the Board of Governors, by the boards of Savannah and Somerset, and by the clubs of the Association. The two office areas are not available for use at private events. Please refer to [VII.F: Turtle Rock Community Association, Inc. Community Center and/or Pool Use Request Release, Waiver and Hold Harmless Agreement](#). The community center is not ADA compliant and therefore may not be used for public events.

Use fee: To reserve either the community center or pool for the exclusive use of a private function, the Association charges an hourly fee, payable by check to Turtle Rock Community Association, Inc. If a resident wishes to reserve *both areas*, a separate fee applies to *each area*. There is no charge for use of the center for Turtle Rock Board of Governors and Turtle Rock Club functions or for similar functions hosted by the boards of the Savannah or Somerset communities.

Security fee: In addition to the use fee, residents are required to pay a security deposit. This fee must be submitted to the Turtle Rock Community Association to cover potential damages and cleanup. There is no security deposit for use of the Center for Turtle Rock Board of Governors and Turtle Rock Club functions or for similar functions hosted by the boards of the Savannah or Somerset communities. If a resident has reserved *both areas*, this fee applies to *each area*. After the function, the management company will inspect the premises to determine if the center is clean and that no damages were incurred. In the event there are charges for cleanup or damages, said amounts will be itemized and deducted from the security deposit check. The resident scheduling the function is responsible for securing the building after the function.

7. Use of Facilities for Private Functions:

- Complete and sign the application form and waiver agreement included in the Appendix and available on the [Turtle Rock website](#). Submit it to the management officer, along with the use fee, the security deposit and *homeowner's certificate of insurance*. If a "bounce house" or similar type of activity is to be used, you must also include the vendor's name, contact information, and vendor's certificate of insurance. *Due to recent accidents involving bounce houses, caution is advised.*
- To allow adequate time between functions, please observe the times of requested use, including time for setup and cleanup.

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- Please provide an alphabetized list of guests expected from outside of Turtle Rock (first and last names). Follow the instructions for guest access notification in Section III, A, Item 4, Visitor(s), Houseguest(s), and Vendor(s).
- For after-hours or weekend events at the community center, pick up a key that day during business hours, or on Friday for a weekend function. Please return the key the next business day. Upon successful inspection of the area(s) and return of the key, your security deposit will be returned.
- In the community center, do not set the thermostat below *73 degrees*. Please keep all doors closed while air conditioning is in use.
- Do not tape or pin any decorations to walls, artwork, or columns.
- Do not move any artwork or mat.
- Cleanup is the responsibility of the requesting resident and must be completed by the next scheduled event, or by 8:00 am the following day, whichever is earlier.
- Please make sure *all trash, including restroom trash*, is bagged and removed from the premises after your function. You will need to bring your own cleaning supplies. Please make sure all trashcans have new trash liners.
- Please wipe down all tables, chairs, and countertops. Dust mop/sweep as needed. Spot clean any spots on the floor.
- Please take everything with you that you brought, including all items from the refrigerator.
- If using the community center, please turn on the night light before leaving. The switch is marked.

Liability: The party signing the community center and or pool use request is responsible for any damage to the community center, to the premises, or any personal property. Additionally, the Association has the right to require proof of homeowners insurance in an amount deemed necessary by the Board to ensure protection of the Association.

Occupancy level: The Fire Marshall has set maximum occupancy for safety in the community center at 99 persons.

Music: The community center is presently equipped with a PA system. Noise levels must be kept within the county ordinances for residential areas.

Youth functions: Residents reserving the community center for children's activities must provide one adult resident chaperone (21 years of age or older) *per every ten children*. Chaperones are to be present during the entire length of the activity.

8. Exercise Stations:

The outdoor exercise stations are located near the community center, behind the picnic area. They are for use by residents and their guests at their own risk.

9. Pets in Common Areas:

For your convenience, pet waste disposal stations are located throughout the community. Pet owners are required to promptly remove and dispose of their pet's solid waste. Pets must be leashed when outside the home. The exception is a pet restrained by an electronic fence on a homeowner's lot.

Please see Section II, E, Item 5 (Pets) and Section III, B, Item 4 (Pets at Residences) for additional regulations and guidance on pets.

10. Basketball/Pickleball Courts:

Please see Section II, D, Item 1, Basketball/Pickleball Courts.

11. Picnic Area:

The picnic area is for the use of residents and guests. Users must clean up the area after use and may use the trash bins provided. As with all areas within Turtle Rock, noise levels should be kept to a minimum and be in keeping with the guidelines on Section II, E, Item 4, Nuisances and Hazards, Noise, below.

12. Rollerblades, Roller Skates, and Skateboards:

Rollerblades, roller skates, and skateboards are prohibited on the community center patio, pool deck, tennis courts, and basketball/pickleball court.

13. Tennis Courts:

The tennis courts are to be used only for the playing of tennis. No pets are allowed on courts both for their own safety and out of respect for others. Correct tennis shoes (not street shoes) are the only footwear allowed on the tennis courts. The hours of use are 8:00 am to 10:00 pm daily, including weekends. Use is on a first-come-first-use basis. See complete tennis court use policy posted at the courts and available in Appendix L, and on the [Turtle Rock website](#).

E. Nuisances and Hazards in Common Areas and at Residences:

Nuisances and hazards in common areas and at residences are subject to fines. Homeowners have the full responsibility for ensuring that all family members, guests, and tenants comply with all rules noted herein and, additionally, avoid any of the activities noted below. Violations should be immediately reported to the management for follow-up and enforcement. Specific nuisances include, but are not limited to:

1. Boating:

Watercraft closer than 50 feet from the shoreline of a residence are deemed a nuisance. Boats with individuals playing loud music are deemed a nuisance.

2. Firearms, Recreational Weapons, and Weapons:

Florida and Sarasota County laws and ordinances, as they apply to firearms, recreational weapons, and other weapons, also apply within Turtle Rock. Specifically, none of these can be discharged for hunting, target practice, the harming of an individual or animal, or for other purposes. Recreational weapons include, but are not limited to, BB guns, pellet guns, air guns, paintball guns, and bows and arrows or other archery equipment.

II. Community Common Areas, Allowed Activity, and Restrictions

3. Fire/Fireworks:

No owner, tenant, household member, or guest is allowed to create any outdoor fire or health hazard. No burning of any kind is allowed outside the lanai.

Use of fireworks in Turtle Rock is prohibited, with the exception of those considered “sparklers” (such as snakes or glow worms, trick noisemakers, party poppers, and snappers). Turtle Rock complies with [Sarasota County fireworks ordinances](#).

4. Noise:

In accordance with the [Sarasota County Ordinance on Noise](#), residents and guests must refrain from any activity that causes a consistent noise deemed an interference nuisance by neighbors and fellow residents. Activity that causes noise, such as lawn mowing, leaf blowing, trimming/cutting, and edging should take place only between the hours of 7:30 am and 6:30 pm. In general, all noise emanating from a home or common area should cease between the hours of 10:00 pm and 7:00 am.

5. Pets:

Pets are considered a nuisance when any of the following occur:

- The pet is unleashed or is unconstrained upon the lot of the homeowner.
- The pet can be heard by neighboring residents with persistent, continuous barking.
- Solid pet waste is left on homeowner lawns or public property, sidewalks, or streets, and is not disposed of properly.
- The pet displays unruly, vicious, or threatening behavior.
- Please see Section II, D, Item 9 (Pets in Common Areas) and Section III, B, Item 4 (Pets at Residences) for additional regulations and guidance on pets.

6. Vehicles:

Vehicles that are a hazard or offensive as to noise, exhaust emission, fluid discharge, or appearance; or are operated in a manner that disturbs the peace of residents; are deemed a nuisance and may not be stored, operated, or parked within the community. No vehicle is allowed to have a modified muffler or to be operated in a manner that causes a noise disturbance. Please reference Section II, E, Item 4, Noise, above.

7. Clothes Drying:

No clothing, laundry, or wash can be aired or dried on any portion of a residence in an area exposed to the view of a neighbor, other than inside the lanai.

8. Video Recording:

Placing video recording devices to record a neighbor’s property is considered a nuisance and is prohibited.

9. Damage to Property:

Acts that damage or destroy community property; including but not limited to athletic or recreational facilities, common areas, preserves, ponds, nature trail, streets, buildings, or mailboxes; or any part of a private property; are prohibited and will be prosecuted.

10. Littering:

Littering anywhere in Turtle Rock, including both community and private property, is strictly prohibited. See [Florida Litter Law](#).

11. Drone Usage within Turtle Rock:

For purposes of this rule, a “drone” is defined as any powered, aerial vehicle (including its associated communication and control elements) that does not carry a human operator and can fly autonomously or be piloted remotely. This rule applies to a drone whether it be expendable or recoverable, and whether or not it carries a payload, such as a camera or other recording equipment.

- Drone flights by their very nature alter the experience of the natural character, benefits, and surroundings of Turtle Rock. The inherent possibilities for noise, distraction, accidents, and invasion of privacy are likely to engender unreasonable disturbance, annoyance, or embarrassment to homeowners in their enjoyment of Turtle Rock. Drone flights also disturb wildlife and habitat.
- For any and all of these reasons, private and commercial drone flights in Turtle Rock are inconsistent with the founding environmental precepts legally prescribed by the Turtle Rock Declaration of Protective Covenants, Conditions and Restrictions dated March 22, 1994.
- Private and commercial drone flights presumptively constitute a nuisance. Homeowners, their tenants, and guests are prohibited from operating drones over any private or common area of Turtle Rock at any time, other than for a shared community purpose that outweighs any nuisance, privacy, and safety concerns, upon application to and as solely determined and conditioned by Turtle Rock management prior to the proposed drone operation and with notice to the membership.
- Excluded from the above prohibition is any drone operation over Turtle Rock pursuant to:
 - Otherwise lawful activities of law enforcement, firefighting, and other public safety or government agency personnel.
 - Owner-authorized licensed contractor, such as roof inspection, lot survey, real estate picture taking, or residence damage survey.
 - Turtle Rock commons or resource management programs duly approved by and supervised by the community manager, with notice to the membership.
- Violation of this rule, including drone flights originating from Turtle Rock, whether operated by homeowners, their tenants, or guests, or third parties, is deemed a trespass and nuisance, and will subject the violator to all available remedies and financial penalties.

III. Residential Property – Requirements and Restrictions

A. Overview

1. Home, Residence, Lot, and Dwelling:

The terms home, residence, lot, and dwelling are used interchangeably throughout this document to indicate an owner's physical home, garage, and the surrounding property lot in their entirety.

2. Owner(s) and Immediate Family:

Individuals on the deed for a particular property and registered with the Association are considered "owners." Immediate family includes: spouse or domestic partner and the parents, children, siblings, grandchildren, nieces, and nephews of the owner, or of the owner's spouse or domestic partner.

3. Tenant(s) and Immediate Family:

A tenant is defined as an individual with a management-approved signed lease, providing payment for occupancy to an owner within the rules for leasing and their immediate family. All tenants must register with the management office at the community center. See Section V, Rental and Sales Requirements; and Appendix I, Turtle Rock Community Association, Inc. LEASE ADDENDUM.

4. Visitor(s), Houseguest(s), and Vendor(s):

Visitors and guests are defined as non-residents visiting while the owner is in residence. Visitors and guests must be accompanied by a resident, or child of a resident, when using any amenity or facility on Turtle Rock property unless permission is specifically granted by management. This is inclusive of, but not limited to, the pool, common grounds, ponds, tennis and basketball/pickleball courts, community center, and playground areas. Any violation of this rule will be considered a trespass on Turtle Rock property.

To make it as easy as possible for guests and vendors (such as lawn, pool, and cleaning services) to visit Turtle Rock, homeowners and tenants may create a permanent guest list of those individuals who regularly visit them. Visitor and vendor lists should be added to the gate access app, www.GateAccess.net, also downloadable to your mobile phone; see Section I Item E, Gates Access, or may be emailed to Gates@MyTurtleRock.com. If you use the email option, your email should include your surname, street address, the name of your visitor/vendor, and the time of arrival. For occasional visitors, please either use the gate access app or contact the entrance gate via email or phone prior to your visitor's arrival and provide them the name. This avoids the gate staff having to call you prior to granting entry to your guest. Barcoded gate entrance stickers are not issued to guests, visitors, or others who do not permanently reside in Turtle Rock. Residents hosting visitors for an extended period should obtain guest passes from management to be displayed in the visitors' car windows for convenient gate access. Residents may also store two phone numbers on gate keypads for guests to use when the South Gate is not staffed. Get the [South Gate Keypad Entry System Form here](#).

Please note: Vendors are allowed entry only after 7:30 am and must leave the premises by 6:30 pm Monday through Friday. On Saturdays, the allowable hours are 8:00 am to 5:30 pm. Entry for vendors or deliveries is not allowed on Sundays, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, or Christmas.

Exceptions to this rule include: newspaper delivery, mail, and delivery services; County inspectors; [Waste Management](#); realtors; home health care providers; vendors for an emergency repair or for repairs with work areas contained fully inside the home.

For security purposes, it is strongly recommended that you update your guest and vendor list annually, or more often if needed.

B. Dwelling and Dwelling Attachments – Allowed Uses and Required Maintenance:

1. Structures:

- No structure except for one single-family dwelling together with an attached garage serving the residence is permitted on any lot, whether on a permanent or temporary basis.
- No detached structures, either temporary or otherwise, including but not limited to, detached garages, storage buildings, shacks, tents, or other outbuildings may be erected, placed, or constructed upon any lot.
- Residences are to be used only for residential purposes.

2. Uses:

- Business, professional, or commercial activity on the unit property is not permitted. (Use of the residence for work at home that does not involve receiving or sending employees, customers, suppliers, regular deliveries, or similar transient activities is not considered use for business, professional, or commercial activity and is permitted.)
- Garages may not be converted for any use other than storage of cars and household supplies. They may not be used for business purposes or converted to kitchens, bedrooms, or other living spaces. Garage doors must be kept closed at all times except for ingress and egress.

3. Improvements:

- **Given that many of the alterations to exteriors require plat and siting information, the ARC may require homeowners to conduct a new, professionally staked survey and up-to-date plat documentation at the owner's expense, if the document is not readily available.**
- All changes to the exterior of a dwelling, including those involving either the structure or the landscaping, require Architectural Review Committee (ARC) approval.
- Somerset and Savannah homeowners need approval from their own ARC representatives before submitting their application to the Turtle Rock ARC.
- Property boundaries and setbacks are not always evident. Appendix B contains information on setbacks, building envelopes, and required number of trees for various size properties in Turtle Rock.
- It shall be the sole responsibility of the property owner to determine whether the improvement, alterations, or additions comply with the applicable state and county laws, rules, regulations, codes, or ordinances, and that all required permits have been obtained.

Neither the Turtle Rock Community Association, nor the ARC, shall have any liability or obligation to determine whether such improvements, alterations, and additions are in

III. Residential Property – Requirements and Restrictions

compliance with such laws, rules, regulations, codes, and ordinances. No substitutions, changes, and/or alterations to the submitted plans are permitted. Work may not begin without ARC approval. A fine may be imposed for any work started prior to approval.

4. Pets at Residences:

- Residents may not keep animals, livestock, or poultry of any kind, on any lot, except for dogs, cats, birds, or other animals generally considered household pets.
- Residents may not raise, breed, keep, or maintain *any* animal for any commercial purpose.
- Owners must promptly remove and properly dispose of their pet's solid waste in a container that is undetectable, either by sight or odor, at all times. Residents may not erect or maintain any structure or mechanism for the pet to be housed, groomed, or restrained (i.e. dog run or chain) on the exterior of any residence or in any lanai. **(Note:** Electronic fences on a homeowner's lot for the purpose of pet restraint are permitted with ARC approval.)
- Registering pets with management is required. Use the gate access app (Section I Item E) to do this. The registry of pets is for owner, pet, and neighborhood safety. If a pet is found wandering, every attempt will be made to contact the owner based on information provided. Sarasota County also requires that dogs and cats four months of age or older obtain a License Certificate and License Tag annually (see [Section 14-38 of county ordinances](#)).
- An owner, by the purchase of a property within Turtle Rock, agrees to all the rules governing pets and agrees to indemnify the Turtle Rock Community Association and hold it harmless against loss or liability of any kind arising from his or her having an animal on any portion of the entire Turtle Rock community.

Please reference Section II, D, Item 9 (Pets in Common Areas) and Section II, E, Item 5 (Pets) for additional regulations and guidance on pets.

5. Attachments to a Dwelling:

a) Awnings:

Awnings may be placed only within a screened lanai and only if they are:

- Approved by the ARC
- Not visible from the street side of the residence
- Retractable and are retracted when not in use
- Secured with rust-free fasteners
- In accordance with all applicable Florida building codes
- Architecturally and color compatible with the residence

b) Hurricane Shutters and Related Products:

The purpose of hurricane shutters and related products is to protect an owner's residence (specifically the windows and doors) from wind and storm damage. It is generally recognized that hurricane season begins on June 1 and ends on November 30. Clear panels (Lexan™ or similar) are recommended since they may be kept in place throughout the entire storm season.

Hurricane shutters and protective products may not be used as general security devices, which means that, with the exception of clear panels (Lexan or similar), they can be installed or otherwise engaged only when a severe storm is imminent. In accordance with Sarasota County guidelines, homeowners may install or engage the shutters and related protective hurricane products only 72 hours preceding any such severe storm, tornado, tropical storm, or named hurricane, and must remove or otherwise disengage them within 72 hours after such a storm. All products installed must conform to the requirements adopted by the Board of Governors and must be approved by the ARC. To obtain ARC approval, homeowners must submit product information, color and fabric samples, a site plan of the proposed installation, and copies of the contractor's license and insurance information together with the application.

The Association, the Board of Governors, its agents, and employees have no responsibility to the owner for the installation, repair, maintenance, or opening or closing of the hurricane shutters.

Please note: Hurricane products are also addressed in Appendix K, Emergency Preparedness. Residents who need assistance installing or removing their shutters should have plans in place prior to the announcement of an emergency.

c) Solar Heating, Solar Panels, and Window Protective Film:

Requests for solar heating, solar photovoltaic panels and modules, and window protection film must be submitted to, and approved by, the ARC. The installation of solar panels/collectors requires an application to the ARC with location to be determined according to [FL Statute 163.04](#) and installer recommendation. Water piping and the supporting framing for solar heating must match the color of the roof tiles and the home wall color as applicable.

d) Satellite Dishes:

The installation of a satellite dish does not require an application to the ARC. However, installation of a dish is confined to either the side or rear of the home and at a minimum height of seven feet, unless reception is impaired by such location, or costs are increased substantially. Guidelines for installation will be provided to the homeowner upon request.

6. Building Surfaces:

The only approved exterior surface for homes is stucco, unless other material from original construction approved by Palmer Ranch exists. ARC approval is required for stucco or other surface repair or refinish.

7. Doors, Windows, Shutters, and Gutters:

Unfinished aluminum or bright-finished metal exterior doors, window frames, shutters, gutters, screens, louvers, and exterior trim are not permitted. The only permitted screening on the front of a residence is for the front door. Commercially manufactured screen doors or retractable screens using anodized aluminum and electrostatically painted are permitted in a color harmonious with the front door or trim of the home.

Interior window coverings must have a white or light, neutral-colored backing if exposed to the street. Changes to existing doors, windows, shutters, and gutters require ARC approval. For these items, please submit: a site plan of the installation location, brochures of the proposed product and product information, as well as copies of the contractor's license and insurance information together with the ARC application.

8. Garages:

As stated in Turtle Rock governing documents, each residence must contain an attached garage for the sole purpose of storing vehicles and household items. The documents also state that no garage may be used or converted for any purpose other than that stated. Use or conversion of a garage to serve as living quarters, kitchens, playrooms, or for any commercial use is prohibited.

If a garage, or a single bay of a garage, was inappropriately converted to a living space prior to 2014, the owner must either bring the official notification from the ARC allowing such a conversion to the management office, or appeal in writing to the Board for grandfathering approval for the conversion. A converted garage is defined as having undergone construction, with county permit approval, for the definition of room space, electrical wiring, the erection of an exterior wall that is constructed in such a manner as to match the home, and landscaping in keeping with the full front or side of the dwelling.

Garage windows on the front, sides, or back of homes must be covered with blinds, shades, or shutters in a manner that garage contents are not visible from the street or a neighbor's view. Plastic covering is not acceptable. Garage door windowpanes may not be covered.

Garage doors must be in working order and, except for ingress and egress, must be kept closed. Homeowners with three-car garages may not replace just one of the doors unless it conforms to the remaining door(s) in style, material, manufacturing, and color. If such a match is not available, the homeowner must replace all the garage doors. An ARC application is required for the replacement of one or more garage doors.

9. Paint:

All proposed exterior painting must be approved by the ARC, even if the proposed repaint will maintain the current home color. House colors come in and out of fashion. Although color preference is subjective, to keep the community looking current, the ARC has the authority to recommend, reject, and approve an owner-suggested paint color purely on aesthetic grounds. Members of the ARC are happy to assist homeowners in their selection of a pleasant and harmonious color palette.

In the whole of Turtle Rock, a home may not be painted the same colors as the houses on either side of it, or the one directly across the street from it. Typically, a home will have two or three colors that are aesthetically desirable. Colors of exterior walls, trim banding, and doors, as well as colors of the roof and driveway, must be integral to, and harmonious with, the entire color scheme of the residence and chosen accordingly. The trim banding color must not be the same color as used on the body of the home. Because some homeowners prefer a more neutral look to their home, they may choose a trim banding color slightly lighter or darker than the house color – providing depth to the color palette. Murals and other personal expressions of art are not allowed on exterior walls. Ornamental sculptures, including wrought iron wall hangings, may be placed on an exterior wall beyond the front loggia only with ARC approval.

The Savannah and Somerset communities have specific exterior paint colors to be used by their residents, and they have an application process in place specific to their communities.

There is a specific ARC application process for house paint approval, the form for which is in Appendix D; the application form is due to the management office by the 15th of each month. Manufacturers' paint chip sample cards must be submitted with the application. The ARC will conduct a site inspection of the property on the designated

(3rd or 4th) Saturday of the month prior to its scheduled meeting. Paint samples, as described below, must be applied prior to this meeting date. The paint sample application must include:

- **Location:** The paint samples should be applied to the front of the house and be in clear view of the roof and driveway.
- **Size:** Approximately one-foot square samples of the proposed house paint color should be applied. The trim banding and gutter color samples should be approximately six inches by two feet and should be located adjacent to the proposed main house color. Door color samples should be approximately six inches by one foot.

10. Pools and Lanai Cages:

a) Overview:

All swimming pools must be in-ground and screen-enclosed. Pools, hot tubs, and spas are not permitted on the street side of residences. For additions of a pool, or a change to an existing pool, submit a site plan showing the placement of your home on the lot and the proposed location of the pool, hot tub, etc. The ARC will be happy to meet with you prior to contracting for plans in order to assure the modifications are in keeping with allowed changes to a property. ARC approval is only possible once contractor plans are submitted.

Please note: The lanai/screen/pool cage must be aligned with the side walls of the dwelling. No portion of the pool, decking, or lanai/screen/pool cage may extend outside the building setback lines.

b) Allowable Objects:

Examples of items that may be placed within the screened area of the lanai or patio at the rear of the homes include:

- Barbeque grills and fire pits (see Section III, C, Item 7)
- Play equipment, as long as it does not become a source of a nuisance to any neighbor
- No more than two rust-resistant storage cabinets in a color compatible with the home.

c) Lanai Screening:

All new screening, framing, doors, and structural elements of an enclosure must be anodized or electrostatically painted and must be approved by the ARC. Repairs to existing screening do not require ARC approval.

Anodized aluminum frames electrostatically painted for the lanai (including doors) must be in a color harmonious with the home in white, various shades of bronze, or black. Screening must also be a color that blends with the lanai frame.

11. Roofs:

Any changes to an existing roof, outside of repairs and replacement of existing tiles, must be approved by the ARC. Cement tile, clay tile, slate, and approved (aesthetically appropriate) solar roofs such as Tesla, Inc. or similar products, are the only roof materials permitted. Painting or staining of a roof requires ARC approval and is allowed only when the material used is mildew-resistant and non-fading (specifications for the

proposed product must be submitted with the appropriate ARC application). Roof stacks, vents, flashing, and chimney caps must be painted to match the roof color.

C. Residential Lot – Allowed Uses and Required Maintenance:

1. Lot Overview:

- Owners are required to keep their home and property in compliance with all requirements and recommendations included in the Landscaping section of this Owner's Manual (Section III, C, Item 8) and free and clear of weeds, underbrush, unsightly growth, trash, and debris.
- Lawns and landscaping beds are to be kept healthy and manicured, and beds mulched neatly on a regular basis. Dead material must be trimmed from trees as advised and performed by a professional arborist. Dead and dying plants must be removed from the landscape. Branches from trees and shrubs must be kept trimmed so as to not encroach over or onto sidewalks.
- All landscaping debris, lawn and plant clippings, branches, etc., must be promptly removed from the property and disposed of properly. Maintenance by each owner must extend to the Low Maintenance Zone (LMZ) of any pond or canal; the pavement edge of any street; the center line of any common area, swale, or easement separating two lots; and, as to perimeter lots, the edge of maintained common area abutting the lot or the property line of the committed lands.
- Homeowners are responsible to replace, adjust, or repair irrigation system components, including but not limited to, damaged heads and piping, to limit water waste and avoid spraying into a neighboring property, street, or sidewalk.
- Homes must be free of mold, mildew, and staining. Areas of the residence that require regular power washing or similar surface cleaning treatment include: sidewalks, driveways, pathways, roofs, gutters, and exteriors of homes. (Savannah and Somerset residents have different stipulations in this area.)
- Estate and yard sales are not permitted, with the exception of occasional community yard sales hosted by the community.

2. Decorations, Decorative Objects, Outdoor Furniture, and Pots, Including but Not Limited to Statuary, Fountains, and Birdbaths:

The community's covenants and rules are designed to serve the best interests of Turtle Rock homeowners and residents by assisting the association in its efforts to protect the beauty and value of the entire community. All decorations must be of a temporary nature and adhere to certain time restrictions.

Decorations may be displayed no earlier than one week before a holiday or event, and must be removed within one week after the event, except for year-end holiday decorations, which may be displayed starting at Thanksgiving to one week after New Year's Day.

All decorations must be of a type that is placed or used in a manner not damaging to property, considered to be hazardous, unsightly, or a nuisance. To this end, decorations should be in keeping with the holiday being celebrated and not detract from the community's aesthetics or create discord. Decorative lighting must be rated for outdoor use and turned off no later than midnight.

Decorative objects, including pottery, planters with live plants, statuary, and metal or plastic outdoor furniture, are not permitted if visible from common areas and streets or from a neighbor in back or on the side, but may be placed under the roof of the front entrance loggia of a home with ARC approval. Furniture with any upholstery may not be placed under the loggia.

All decorative objects not placed under the loggia including pots, planters, benches, garden figures, pinwheels, whirligigs, trellises, outdoor furniture, water features, and bird feeders require ARC approval. The use of trellises for screening or landscaping purposes is strongly discouraged since stability and appearance are negatively affected by the Florida climate. Installation of trellises requires ARC approval.

Please note: All items may pose a hazard during windstorms and should be securely anchored or moved indoors.

a) Decorative Benches:

Only commercially manufactured benches will be permitted. The ARC must approve the bench and its placement in terms of its consistency with the architecture of the home, landscape, and community.

b) Pots and Planters:

All pots and planters must be approved by the ARC unless placed inside the lanai. Pots and planters are a continuance of the home and should be complementary to its style. Large pots may only be placed on each corner of the garage, and in the center between two garage doors. Materials permitted include wrought iron, concrete, ceramic, and decorative high-quality polyurethane. The minimum size of pots should be 12", and plants must be live and maintained at all times. Additional pots and planters, including hanging pots, are not permitted in the front of the home. Artificial plants, flowers, or statuary objects may not be placed on lawns, in beds, and around mailboxes, but are allowed inside the lanai or entrance loggia.

3. Driveways:

Permitted driveway and walkway surfaces include: concrete, stamped concrete, pavers, and bricks. Resin or stamped concrete overlays (e.g. top layers of resin or concrete applied over an existing concrete driveway surface) are prohibited, as is the painting and staining of driveways and walkways. Any changes to driveways and walkways must be approved by the ARC. Driveways and walkways must be maintained in good condition showing the surface to be:

- Clean and free of dirt, debris, grime, tire marks, stains, or other spots,
- neatly edged, and free of weeds in the joints and overhanging plants, and
- free of excessive wear, fading, cracks, chips, trip hazards, and mold and mildew.

Each owner is responsible for regular cleaning, maintenance, repair, and replacement of the driveway and walkway, including the driveway alignment with the sidewalk.

There are a limited number of driveway and walkway surfaces in Turtle Rock that are painted, stained, and/or overlaid. These pre-existing driveways were exempted by the Board of Governors on September 7, 2021; however, this designation comes with specific obligations regarding maintenance and upkeep to preserve the aesthetic beauty and value of our community. In addition, those who return a driveway to its original concrete form or replace it with one of the approved surfaces will be removed from the exempted list.

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Any future re-painting, re-staining, and re-overlaying of the driveway or walkway, including color selections, as well as any other change to these areas, will require ARC approval. Failure to obtain approval is a violation of community rules and will result in a fine.

In the event that acceptable upkeep of any driveway cannot be achieved and maintained in a manner consistent with preserving the aesthetic beauty of the property, the ARC may require the surface be sandblasted, or milled down to return it to its original concrete form (as this may be more economical) or be replaced with one of the approved surfaces.

4. Fences, Hedges, and Walls:

With the exception of underground electronic pet fences, no fence of any type is permitted on any lot. Decorative entry walls, courtyard walls, and privacy walls surrounding or abutting pool decks are considered structures appurtenant to the residence and require ARC approval. Said structures may not exceed a height of six feet and must be identical to or compatible with the materials, colors, finishes, textures, and architectural style of the residence. ARC approval is required. Uninterrupted hedges along lot lines are also subject to prior approval by the ARC.

5. Flags:

Turtle Rock follows the federal and [Florida statute](#) on flags. The Florida statute reads: “Any homeowner may display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable, removable official flag, in a respectful manner, not larger than 4½ feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or a POW-MIA flag.”

Flags may be attached to the home via a standard mount and flagpole or on a standard ground-mounted flagpole. Flags may not be attached to the mailbox post. Flagpoles may be up to 20’ tall, with the condition that they in no manner block sidewalk or vehicular traffic or sightlines at intersections. ARC review and approval of the proposed pole and site are required. Homeowners are urged to consider possible risks and dangers posed by the presence of flags and flagpoles during inclement weather.

Residents must observe flag protocol mandating the folding and removal of American and state flags at sundown unless lighting for the specific purpose of illuminating these flags is present. Please also reference [United States flag etiquette information](#). No political flags are permitted.

Holiday decorative flags (such as winter holidays, Thanksgiving, Easter or Passover, or Halloween) may be displayed for up to three weeks before the holiday and one week after. Sports team, school or university, and seasonal decorative flags may be displayed for up to one week.

6. Garbage, Trashcans, Recycling, and Refuse Disposal:

Trash, garbage, recycling materials, yard waste, and other waste must be held in appropriate, sanitary containers and completely screened from the street and any neighbor’s view. Residents may not dispose of debris including grass, leaf, tree, or shrub clippings on any lot, community common area, pond, drainage way, wetland, or preserve area.

Please note: No refuse cans, yard waste, containers, or recycling bins are to be placed at the curbside prior to 12:00 noon the day before pickup. These items must be removed prior to 10:00 pm on the day of pickup. Garbage, yard waste, and recycling is generally

picked up on Wednesdays. Recycling bins can be obtained through [Waste Management](#).

7. Grills and Fire (Pits) Containers:

All grills and fire containers (such as fire pits, fire tables, fire bowls, and chimineas) must be kept within the lanai enclosure. No burning or fire of any kind is permitted outside the lanai. Permanent fire containers must be constructed by a professional installer, and fire containers using natural gas require a county permit. Fire containers must adhere to the following:

- The container may not exceed three feet in diameter and two feet in height.
- The container must be at least ten feet away from any structure or combustible material.
- Fires must be continuously supervised by a competent person at least 18 years old. This person must have a fire extinguisher available and know how to use it.
- Recreational fires are allowed between the hours of 10 a.m. and 10 p.m.
- Homeowner assumes responsibility for risks associated with installing and using a fire container.

Please reference [Sarasota County Open Burn Ordinance 54.116](#).

8. Landscaping:

Attractive landscaping benefits a homeowner's property and those of neighbors and the community as a whole. Special attention should be paid to each of the items noted below to ensure a healthy and attractive landscape, and to assure that your lot is in compliance with Turtle Rock standards.

Submit a landscaping plan, together with an ARC application, to the ARC via the community manager, identifying all proposed changes or additions to your landscaping, including the creation of new beds and the names and placement of new or replacement plants and trees. Read the entire section on the minimum number of trees required for your lot, as well as mulching and related landscaping requirements, to obtain ARC approval of your application.

a) Home and Lot Designs, and Tree Requirements:

- There are four distinct home and lot designs within Turtle Rock, each with specific structure setbacks, building envelopes, and minimum tree requirements. The minimum property-specific requirement *for hardwood trees* is typically three, the maximum requirement is six, depending on the specific property. Please check with the ARC for the number of hardwood trees required on your property, and read Lot type, architectural setbacks, building envelopes, and tree requirements in Appendix B.
- Trees shall be planted so that they will develop freely and, at maturity, will not crowd utility lines or other structures.
- *All tree removal needs ARC approval.* Certain trees, considered "Grand Trees" by Sarasota County, must receive county approval for removal prior to filing an ARC request for removal. Please check the [Turtle Rock website](#) to see if a tree being considered for removal falls into this category. According to [Sarasota County Ordinance 2007-091](#), the Tree Protection Code: replacement trees shall be a species of similar height and crown spread and of Florida #1 or better

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quality as per [Grades and Standards for Nursery Plants](#). All replacement trees shall be a minimum of eight feet in height when planted and have a trunk in diameter of at least two inches (measured at six inches above the ground). Replacement trees must be a minimum of 25-gallon container size or have a minimum two-foot root ball if field grown.

- When considering tree removal and replacement, homeowners must consider the number of *hardwoods* required for their specific lot. Hardwood trees may be replaced with another hardwood tree, or homeowners may substitute three palm trees for one hardwood. The stump of a removed tree must be fully removed or ground below the surface of the lawn or bed, and the area must be leveled and restored with sod or plantings.
- The temporary use of wires, ropes, and stakes to support newly planted trees and shrubbery is acceptable. However, the long-term use of wires, ropes or stakes for support of established trees and shrubbery is not permitted. Established trees and shrubbery must be self-supporting or pruned as necessary to preclude the need for supporting devices noted above.
- Hardwood trees should not be pruned or trimmed more than 25 percent of their foliage at one time. The work must be done by a certified arborist. Pruning more than this amount requires ARC approval. Failure to obtain approval may result in a fine.
- **Pruning within the preserves is strictly prohibited.** Tree branches that overhang one's property may be trimmed vertically by a certified arborist with ARC approval.

b) **Recommended Trees and Ground Covers:**

Sarasota County maintains updated information on recommended trees and ground covers, which is available at the Sarasota County Extension Service, Twin Lakes Park, 6700 Clark Road, 941-861-9900, or at <http://sarasota.ifas.ufl.edu>.

Please note: Planting fruit trees is strongly discouraged, as they:

- are susceptible to a number of airborne diseases that could affect or destroy healthy trees and adversely impact Florida commercial agriculture;
- attract insects as well as rats, mice, and other undesirable rodents that can cause severe damage to homes including wiring and insulation; and
- are messy during fruit-bearing season and require constant clean-up and disposal of fallen fruits.

c) **Prohibited Plants/Trees:**

The following plants are prohibited because they are invasive and can destroy native plant systems. [Florida Invasive Plants \(FLIP\) mobile field guide](#), [Sarasota County](#), and [The University of Florida IFAS Extension](#) websites maintain updated information on invasive plants. These include: Australian Pine, Brazilian Pepper, Chinaberry, Chinese Tallow, Earleaf Acacia, Ear Tree, Punk Tree, Air Potato Vine, Beach Naupaka Shrub, Guava Tree, and Golden Bamboo.

d) **Lawns:**

Accepted lawn grasses are Floratam, Seville, or a similar St. Augustine-type grass, and are required in all areas of each lot that are not paved or an approved landscape bed. Sodding must be present along the pavement edge of all streets,

the waterline of any retention areas, canal, swales, easements, common side lot lines, and the edge of any community wall or common area. Gravel, rocks, artificial turf, or other material may not be substituted for a grass lawn. Lawns must be neatly maintained, cut, and watered regularly; and they must be edged against beds, sidewalks, driveways, paths, and street frontage/curbs at all times.

e) Beds, Mulch, and Plantings:

The front of homes must contain garden beds that are fully planted and neatly maintained, free of weeds, edged, and mulched. Existing beds may be modified without ARC request only if dead or dying plants are being replaced, one type of shrub is being exchanged for another, or annual/seasonal plantings are being installed. New beds require ARC approval.

Beds must be covered with a minimum of two inches of mulch (pine bark, eucalyptus, or flori-mulch). Synthetic mulch (rubber or other manufactured product) is prohibited. Lava rock or river rock may be substituted only for a small accent area if approved by the ARC. The ARC takes the following into consideration when approving rock: the compatibility of the rock with the exterior of the home and other landscaping, and appearance as part of a community landscape. The ARC does not approve the use of rocks as mulch and strongly discourages the use of plastic or metal edging for beds.

- Barren beds are not acceptable. Homeowners are required to maintain beds with sufficient mulch and plants, and to replace dead and dying plants.
- No plantings are to be planted or placed within any drainage swale.
- Plantings must be at least five feet inside the property lines, to leave free access for drainage swales and utility easements. In those cases where plantings are located within the five-foot restriction, the Board voted to grandfather these, provided they do not interfere with or inhibit the flow of water within the swales to the street or pond. Owner's landscaping must not obstruct a clear view of traffic.
- No plantings may be located or placed on any common area or within five feet of any perimeter wall. Owner's landscaping must not impede pedestrian sidewalk traffic nor encroach on neighboring property.
- Residents may not plant or install plants in ponds. Plants may be added to ponds only 1) with authorization of the Natural Assets Committee and 2) when planted by a vendor authorized by that committee and the Board.
- A neighbor's view of a lake or preserve must not be blocked.
- Hedges must be kept neatly trimmed and must not exceed 8 feet in height.
- Information on Florida-friendly landscaping, including drought-resistant and native plants, may be accessed at [UF/IFAS Sarasota County Extension Service](#) at 941-861-9900 or [UF/IFAS Florida Friendly Landscaping Program](#).

f) Plantings NOT Needing ARC Approval:

Homeowners must seek and receive approval from the ARC for additions or changes to their landscaping. The following are exceptions to this requirement:

- Homeowners may plant annuals and herbaceous perennials, provided the plants are saleable in Sarasota County (i.e., not banned as noxious weeds or

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troublesome “exotics”) and provided such plantings are not in new beds located within the five-foot utility setbacks or drainage swales.

- Homeowners may replace any dead or dying plant, except for trees, palms, or shrubs whose reach is over eight feet in height, with new ones of the same species, provided the species is not currently banned by Sarasota County.
- Homeowners may exchange live plants in an existing bed with plants approved by Sarasota County that are of a similar height and appearance, provided no more than 50% of the bed is changed. For example: If an existing bed was ARC approved for planting junipers, the homeowner may replace the junipers with another similar low-growing plant of choice.

g) Responsibility:

It is the responsibility of homeowners to ascertain from personal records, or ARC records, that their existing beds were either Palmer Ranch or ARC approved. It is also the responsibility of the homeowner to verify that any plant not purchased from a commercial source in Sarasota County is not banned by Sarasota County. Any error by the homeowner in complying with this rule can mean that the plant will need to be removed.

Homeowners are strongly encouraged to seek ARC approval for any landscape changes, even where the above exceptions might be applicable. The ARC may be able to offer useful advice to homeowners prior to the homeowner making planting investments, and is always pleased to review any proposals with the homeowner.

h) Irrigation, Reclaimed Water, and Fertilization:

An automatic underground irrigation system is required at each property, and all homeowners must use the Sarasota County Reused Water System for irrigation water. All irrigation systems must be installed by a licensed contractor [as required by Sarasota County](#). Homeowners may not use retention ponds for irrigation. Modifications, deletions, connections to, or alternative uses of non-potable irrigation street filter connections are not permitted. This includes connecting garden hoses, driveway or car washing, or creating any homemade irrigation connection. Turtle Rock's community irrigation water system is to be used solely for controlled, scheduled watering of lawns and shrubs using a commercially installed irrigation system with appropriate controllers. See [Sarasota County guidelines on reclaimed water use](#).

Homeowners are required to ensure their rain sensors are kept in proper working order, and that the watering system controller is correctly set and not watering when there has been adequate rain for the lawn and beds. Homeowners should follow the current maximum-twice-a-week watering schedule during the dry season unless otherwise specified by management. In addition, those homeowners who contract for lawn fertilization may also water on the day following fertilization even though their weekly days may have already been utilized. Watering is generally not necessary or recommended during the summer rainy season.

Irrigation systems must be operated and maintained so as not to cause spraying onto other properties or into gutters or streets, and to help prevent browned-out areas in lawns. Homeowners are responsible to replace, adjust, or repair irrigation system components, including but not limited to, damaged heads and piping, to prevent water waste. See complete [Sarasota County irrigation regulations](#).

In accordance with [Sarasota County ordinance on fertilizer](#), no lawn may be fertilized between June 1 and September 30. At all other times, fertilizers with at least 50% of any nitrogen in “slow release” form may be used. Fertilizer may not be applied within ten feet of any pond or waterway. These regulations protect the health of Turtle Rock ponds, local estuaries, Little Sarasota Bay, Sarasota Bay, and the Gulf of Mexico. Please note that most of our lawns have ample nitrogen (from irrigation water) and phosphorus (from local soil composition). Please also reference complete [Sarasota County fertilization regulations](#).

9. Mailboxes:

Federal law prohibits the distribution of any material other than those specifically processed through the U.S. Postal Service to be placed within a mailbox. It is a federal offense to tamper with the mail or mailbox.

Mailboxes and posts are the property of Turtle Rock and are located on Turtle Rock property. They will be maintained and repaired (replaced, if necessary) by Turtle Rock. However, damage to the mailbox and/or post will be assessed by Turtle Rock to the responsible party. Homeowners or residents are not permitted to affix anything to the boxes or posts or to add any material such as plantings, mulch, rocks/stones/pebbles, pavers, or bricks around the base of the mailbox post. This helps provide a uniform look along each street throughout the community. Only the concrete donut and turf grass are permitted around the base. The ARC may consider an exemption if the lot configuration requires it.

For mailbox cleaning, please use a soft cloth, water, or a mild detergent. To avoid damaging the post or box, do not use a bristle brush. Should either the post or mailbox be damaged, please contact management for appropriate repaint or repairs. Do not use touch-up paint.

10. Mechanical and Electrical Equipment:

Mechanical equipment and structural items may not be located on lot easements. If there is room, all equipment, including air conditioners, pool equipment, stand-by generators, sprinkler controls, transformers, panel boxes, and meters should be concealed with shrubs or decorative grasses, so these items are not visible from the street or by a neighbor. The only alternative to plants is an ARC-approved concealment wall consistent with the home’s exterior.

a) Air Conditioning and Heating:

Wall and window air conditioning and/or heating units are not permitted. Installation of exterior replacement units does not require ARC approval.

b) Generator:

Generator installation requires ARC approval. Generators may be powered by natural gas or underground stored liquid propane gas. Turtle Rock installation requirements, approved by the Board of Governors on August 20, 2013, and Sarasota County codes must be observed. Generators may be installed only by Sarasota County licensed technicians, and only after a permit has been obtained. Generators may not be located within five feet of any opening into the garage of a dwelling or ignition source, and 10 feet from any opening into the habitable/living space of the home. Landscape screening is required, with plantings placed and maintained at a distance of two feet from the generator because of heat output.

Please note: Above-ground tanks for generators are not permitted.

c) **Underground Liquid Propane (LP) Gas Tanks:**

Propane tanks not to exceed 500 gallons, for use with generators, are permitted as of August 20, 2013. A plat survey may be required prior to ARC approval. An underground LP tank must be located at a minimum of ten feet from a dwelling or driveway. Installation must be done by licensed contractors, with all [Sarasota County codes](#) observed and a permit obtained. Turtle Rock requires additional safety procedures for the installation, to prevent the tank from floating at high groundwater levels during certain weather events. The tank corners must be secured by using four-foot screw-in anchors and 1/4-inch galvanized cable for tie-down. Setbacks and public rights-of-way must be observed. ARC approval is required.

d) **Lighting:**

- Exterior home lighting: House and garage lighting must be white in tone. Colored light is not permitted except when used as part of a temporary holiday display.
- Landscape lighting: Site lighting may be incorporated into the landscape. It is generally used to accent architectural elements and specimen landscape materials. Landscape lights should be concealed in shrub beds and lighting wells. All light must be directed into areas within the lot without spillover onto adjacent lots or preserve areas. New or redesigned landscape lighting must receive ARC approval.
- Pathway lighting (electric or solar) may be installed but only with ARC approval. Homeowners are urged to avoid the use of 5000k (cool) lighting and look for the newer soft-toned (warm) lights.

11. **Outside Storage:**

- Personal property must not be left or stored outside the house or pool/lanai cage (i.e., yard, patio, front loggia, driveway, or sidewalks) when not in use. This includes, but is not limited to, barbeque grills, toys, and play equipment, including bicycles, sports equipment, and storage containers. Watercraft storage: All approved watercraft, as defined in Section II, C, Item 2 above, must be stored outside of a home, not on a front elevation, appropriately screened from view.
- Garden hoses, when not in use, must be coiled, hung, or stored appropriately.
- Temporary exterior storage is allowed only with the prior approval of management for short-term storage of items related to moving in or moving out or a construction project. This storage must be in a “POD” or similar storage container and may be located only in the driveway of the residence.

12. **Play/Recreational Equipment – Play Apparatus, Structures and Equipment:**

- Play structures, equipment, and apparatus includes, but is not limited to, the following: swing sets, slides, jungle gyms, forts, and play tents or playhouses.
- No fixed play structure, equipment, or apparatus is permitted on any lot in accordance with the Declaration of Protective Covenants, Conditions, and Restrictions. Fixed is defined as any play structure, equipment, or apparatus that due to its size, weight, height, dimensions, and general nature, cannot be easily or readily taken in or out of a garage, screened lanai, or residence on a daily basis. If a

homeowner questions whether the play item is fixed in nature or whether same qualifies as a portable item, the homeowner should contact management.

- Portable play equipment is permitted on a lot. Portable play equipment is defined as that which because of its size, weight, height, dimensions, and general nature can be readily taken in or out of a garage, screened lanai, or residence on a daily basis.
- With the exception of a portable basketball backboard, all play structures, equipment, and apparatus must be used in such a manner that they are not visible from the street and may not be placed on common property.
- Play equipment, including portable basketball backboards, bicycles, scooters, and skateboards, cannot be left out overnight. Play equipment may be used 8:00 am to 9:00 pm and must be placed or otherwise located, when not in use, in a garage, screened lanai, or residence.
- All play structures, equipment, or apparatus must be kept in good condition and repair. Residents should be considerate of their neighbors and utilize play equipment in accordance with the specifications herein and in the section on potential nuisances.

13. Sidewalks:

- Except for sidewalks in Savannah (which it maintains and repairs in accordance with its governing documents), the Association assesses the areas of sidewalk fronting each owner's lot to determine the need for structural repair.
- Each owner is responsible for sidewalk maintenance, repair, or replacement that is a result of damage due to landscape infringement (such as root lifting), sidewalk misuse, and other non-ordinary wear and tear. Additionally, the owner is responsible for the normal maintenance of the sidewalk fronting the dwelling, such as cleaning.
- The Association will make such structural repairs other than the forgoing at Association expense as it determines may be advisable to create a serviceable sidewalk for use by the residents and guests in the Community. Determination of the Association's responsibility under the forgoing resolutions is made solely by the Association and not by any other Neighborhood in Turtle Rock or any members.
- No motorized vehicle of any kind, with the exception of those for handicapped persons, is allowed on a sidewalk at any time.

14. Signs:

No sign, advertisement, or other notice is permitted upon any lot or residence or on the community common area without the prior written consent of the Board. No political endorsement, issue-based, religious, or other signs are allowed. The Board has the right, at its sole discretion, to adopt rules, which restrict and control the size, construction material, wording, topics, location, and height of all signs and to summarily remove all unauthorized signs. This right extends to, but is not limited to, message boards, yard signs, and signs related to open houses and sales (please see Section V, Item C as it relates to open houses and Section V, Item D as it relates to for-sale signage).

IV. Vehicles, Vehicle Parking, Storage, and Use of Streets:

The owner is responsible for the compliance of the owner, owner's family members, visitors, guests, tenants, and agents with the vehicle operation and parking rules and regulations herein, and both the owner and tenant are responsible for the compliance of the tenant(s), the tenant's family members, employees, visitors, guests, and agents with the rules and regulations.

A. Vehicle Definition

1. Motorized Vehicles:

Any wheeled vehicle whose propulsion is provided by an engine or a motor.

2. Recreational Vehicles:

- Any motorhome, self-contained camper, mobile home, boat, all-terrain vehicle, or dune buggy;
- Any trailer or semi-trailer, including but not limited to, any boat trailer, pop-up camper, tent trailer, horse trailer, any trailer or semi-trailer used for transporting personal watercrafts, motorcycles, or all-terrain vehicles, whether or not such trailer or semi-trailer is attached to another vehicle;
- Any motorcycle or any other type of vehicle primarily designed for recreational use, as opposed to conventional highway passenger use.

3. Inoperative Vehicles:

- Any vehicle that is not validly registered by a State Department of Motor Vehicles
- Any vehicle with a malfunction of an essential part required for the legal operation of the vehicle
- Any vehicle that is partially or totally disassembled as a result of the removal of tires, wheels, engine, or other essential parts required for legal operation of a vehicle

4. Trucks:

- Any vehicle that was designed with an open cargo bed (whether covered or not)
- Any vehicle that was manufactured as a chassis designed for a payload capacity of one ton or more regardless of the style of box or body attached to the chassis
- Any vehicle registered as a truck with the Department of Motor Vehicles

5. Commercial Vehicles:

Any commercial vehicle, including the following, may be parked only within the resident's closed garage:

- Any vehicle with exterior logos, signs, letters, numbers, advertising, or irregular and distinct coloring that is designed to identify a business;
- Any unmarked vehicle with commercial paraphernalia or equipment attached, strapped, or affixed to the exterior of the vehicle, including, but not limited to, ladders or pipes;

IV. Vehicles, Vehicle Parking, Storage, and Use of Streets:

- Any unmarked vehicle, which because of its height, length, shape, or weight, is not designed as a conventional passenger vehicle and is more suited for a commercial purpose;
- Any vehicle designed for the transport of furniture, goods, equipment, animals or scheduled transportation. The exception is those vehicles for scheduled deliveries to residents and move-ins and move-outs. Vehicles in use for moving in or moving out are allowable for a period not to extend beyond a twenty-four (24) hours unless approval is granted by management. The maximum allowed exception is three days;
- Any unmarked vehicle with commercial equipment or supplies within the interior of the vehicle which is in plain view from another parking space or from the sidewalk, including, for example, but not limited to, pesticide, paint buckets, propane tanks, cabling, uncovered or unsecured tools, or other supplies; or
- Any vehicle with commercial tags.

B. Barcodes (Gate Passes):

Barcodes and car registration: All vehicles that are part of a household must be registered with the Association. Applications for barcodes are located on the [Turtle Rock website](#) and in Appendix E, and can also be obtained from the management at the community center. ***New homeowners or tenants must first register with management prior to obtaining barcodes.*** Bring the completed form, along with a valid driver's license and vehicle registration, to the management office between the hours of 8:30 am and 4:30 pm Monday through Friday. The fee for each barcode application is payable by check only to Turtle Rock Community Association, Inc.

The manager will review the application and, once approved, apply a barcode sticker to the vehicle, permitting vehicle access through the North and South Gate resident lanes.

Please note: Only residents of Turtle Rock are issued barcodes for entry.

C. Use of Roads:

- The speed limit in all areas of Turtle Rock is 25 mph, with the exception of Nice Way, which has a 15-mph speed limit. These speed limits must not be exceeded.
- All stop signs and traffic control signs must be strictly observed. Non-compliance with traffic rules and regulations will result in fines. Please refer to the Turtle Rock Community Association, Inc. Compliance Policy in the Appendix for additional information.
- All vehicles and other modes of transportation must, at all times, be operated in accordance with the laws of the State of Florida applicable to public streets in Sarasota County.
- Only licensed drivers authorized to operate a motor vehicle on public roads are permitted to operate any motorized vehicle within the boundaries of the Turtle Rock community, with the exception of vehicles needed by persons with disabilities.
- Only motorized vehicles that are properly licensed and registered will be allowed on the Turtle Rock common areas, except for Turtle Rock's maintenance and compliance vehicles used in the community, with the approval of the property manager (e.g. the Turtle Rock utility vehicle, yard maintenance vehicles, and preserve/pond maintenance vehicles while in use for the intended purpose). For example, mopeds, motorized scooters, motorized toys, electric skateboards, motorbikes, and golf carts that cannot be

IV. Vehicles, Vehicle Parking, Storage, and Use of Streets:

licensed for use on city streets in Sarasota County are not allowed on any Turtle Rock sidewalk, road, unpaved common area, or preserve.

- Only motorized vehicles providing mobility for handicapped operators will be allowed on Turtle Rock sidewalks and crossing areas, (e.g. electric wheelchairs or scooters).
- No motorized vehicle may be ridden on the Turtle Rock nature trail, sidewalks, or other non-paved area in Turtle Rock, except approved vehicles for handicapped operators.
- Bicycles, e-bikes, and other similar modes of transportation, are considered vehicles under Florida law and are therefore subject to operating under the laws related to vehicles. This means that bicycles have the same rights to the roadways, and must obey the same traffic laws as drivers. These laws include stopping for stop signs, riding with the flow of traffic, using lights at night, yielding the right of way when entering a roadway, and yielding to pedestrians in crosswalks. Consistent with [Florida state law](#), riders under 16 must wear a helmet. A bike lane, to increase safety, is provided along Turtle Rock Boulevard.

D. Vehicle Parking, Repairs, and Storage:

No trucks, commercial vans, unlicensed vehicles, boats, campers, trailers, mobile homes, motor homes, or other such vehicles may be parked at any time upon any portion of a lot unless parked within a garage and totally out of view. This restriction does not prohibit the temporary parking of commercial vehicles making deliveries, or while used in connection with providing services to any residence.

- Repairs to vehicles are permitted only inside the garage with the doors closed.
- Outside of a garage parking: A vehicle may be parked outside of a garage if it is a passenger vehicle, a van that can be parked in the resident's conventional garage with the door closed, or a vehicle that is neither a commercial vehicle nor a nuisance vehicle (see Section II, E, Item 6). Protective car covers or covering is not allowed outside of a garage.
- Driveway/lot parking: Vehicles parked in driveways must be parked in such a manner as to not impede sidewalks or extend beyond driveways. No vehicles can be parked on any grass or other portion of the yard at a residence at any time.
- Overnight street parking: Overnight parking, defined as between the hours of 2:00 am and 6:00 am, is not allowed on any street at any time. Violations are subject to fines.
- Approved vehicles, with total length including any towed components not to exceed 32 feet, may, on a one-time, temporary basis (not to exceed three days, and with prior management approval) park in the community center parking lot. The vehicle must display a signed management permit affixed to the inside of the front windshield. Space for such parking is limited. Parking of boats, trailers, campers, buses, RVs, and similar vehicles is strongly discouraged. Exceptions for Association projects may be made with Board approval. Violations are subject to fines.
- Parking on Turtle Rock Boulevard is not permitted.

V. Rental and Sales Requirements

A. Compliance/Estoppel:

Homeowners must inform management when they plan to sell a home, so that management can advise them regarding compliance issues. All houses being offered for sale or lease must be in compliance with the Owner's Manual rules, regulations, and guidelines. Homeowners are advised that title attorneys may employ an estoppel process to assure such compliance. However, in certain instances, the title company may authorize a buyer and seller to create an escrow account specifically earmarked for the buyer to promptly address compliance issues following closing. Please also see Section I, C, Item 2, Compliance.

B. Rental Requirements:

- Owners are permitted to lease their home for a term of not less than three months, with a written lease, a copy of which must be provided to the association manager. Not less than the entire home may be leased. Homeowners may not enter into more than two such leases for any owned property in any one calendar year.
- A residence can be leased only as a single-family dwelling. Eligible tenants must either be a single "family," not to exceed six persons, as described to be related by law, blood, adoption, or marriage or similar domestic partnership; or not more than three unrelated persons.
- Owners must register the lease and prospective tenants by completing the Resident Information Sheet, available from the community center, and the Lease Addendum in Appendix I. An administrative fee is charged for each such lease registration. Prior to, or at "move-in," tenants must personally register with Association management. They must also sign the acknowledgment of receipt of the association's Owner's Manual. Tenants may purchase a special date-restricted barcode for access at entrance gates during the term of their lease.
- The owner, as landlord, and the tenant must execute a Lease Addendum and deliver it to the association. The Turtle Rock Community Association reserves the right to revise and amend this Addendum from time to time without amending this rule. It is the responsibility of the owner and tenant to ensure that the form of lease addendum executed is the form currently used by the Association. A copy of the Lease Addendum is in Appendix I and available on the [Turtle Rock website](#).
- Owners and tenants must fill out the Homeowner and Resident Information Form in the Appendix A or at www.GateAccess.net (see Section I, Item E, Gates Access).

C. Open Houses:

Open houses are permitted when specifically advertised, or on Sundays between the hours of noon and 5:00 pm.

D. Signage:

Association-approved Turtle Rock "For Sale" signs may be displayed by homeowners only on the lawn of the residence. The signs must be placed 15 feet back from the curb. The approved sign may be purchased from Sign Masters of Florida 941-484-9169, located at 580 Central Ave. in Nokomis.

Regardless of the number of open houses in progress, Turtle Rock permits only one specific "Open House" sign to be placed outside the gates of Turtle Rock. Realtors may not post their

VI. Additional Information and Requirements for Savannah and Somerset Areas:

own signage outside of the gates. The Turtle Rock gate attendants place, and take in, the Association approved sign. One "lead-in" sign is permitted on the lawn of the residence and one may be placed at the corner of the resident's main cross street. All open house signs, including lead-in signs, are to be removed by 5:00 pm. Homeowners are responsible for notifying the realtor of this requirement.

VI. Additional Information and Requirements for Savannah and Somerset Areas:

There are two subdivisions within the Turtle Rock Community: Savannah and Somerset. The homeowners are full members of the Turtle Rock Community and have all the rights and responsibilities afforded all homeowners, their families, guests, and tenants.

Members of the Savannah or Somerset Neighborhood Association are subject to additional assessments as mandated by their neighborhood governing documents. In exchange, they receive additional benefits and services, and have additional rules and regulations, governing structures, and documents. For instance, Savannah maintains and repairs sidewalks in accordance with its governing documents.

Regarding modifications to structures and landscaping, Somerset and Savannah homeowners need approval from their own Architectural Review representatives before submitting their application to Turtle Rock ARC for approval. The Savannah and Somerset Neighborhood Associations also have specific exterior paint colors to be used by their residents, and their Association's approval must be obtained before submitting application to Turtle Rock ARC. Further, Somerset properties were approved in October 2020 by the Turtle Rock Board for lower minimum tree requirements, as detailed in the Appendix.

Please check with the management company and the website for additional information on these communities.

VII. Appendix

A. Homeowner and Resident Information Form



HOMEDOWNER and RESIDENT INFORMATION FORM

FAMILY NAME(S): _____

PROPERTY ADDRESS: _____

<i>HOMEDOWNER INFORMATION:</i>		
NAMES		
PHONES		
Emails		
Is this your primary residence?	YES	NO
Is this a rental property?	YES	NO
If this is not your primary residence, what are your regular periods of residence in Turtle Rock?		
If this is not your primary residence, how can you best be reached when not in Turtle Rock?	Address:	
	Phone:	
	Email:	
Emergency Contact Information	NAME(s)	
	Phones:	
	Relationship	
<i>RESIDENT INFORMATION</i>		
Please list the name of every person who will live at the property and their relation to you. For example: John and Jane Doe, Owners; John Boy and Mary Ellen, children. IF TENANTS, please see Tenant Contact section on the reverse.		

OVER PLEASE

<i>PET INFORMATION</i>			
Are there pets living at this residence?	YES	NO	
If yes, please list the following:	Type/Breed	Name	Any special notes:
<p><i>MEDICAL INFORMATION:</i> Turtle Rock does not offer any services that support residents with medical needs or conditions. If, however, you want to make us aware of any medical issues, you may do so below. Individuals with special medical needs are encouraged to register them with Sarasota County at www.SCgov.net under Medical Needs Program.</p>			
<p><i>TENANT CONTACT INFORMATION</i></p>			
NAMES			
PHONES			
Emails			
<p><i>OTHER:</i> What other information do you wish to bring to our attention? Do you own a business you would like to promote? Would you like someone to contact you for further information? Let us know!</p>			
<p><i>RELEASE INFORMATION:</i> By signing below, you <i>understand and agree to the following:</i> 1) The information on this sheet will be used solely for the purpose of effective Turtle Rock management and communication; and 2) you will <i>abide by all guidelines</i>, rules and regulations that are established in the Turtle Rock governing documents, including those in the <i>Turtle Rock Owners' Manual</i> (TROM), available at www.myturtlerock.com</p>			
Please Print Name	Signature	Date	

B. Lot Types, Architectural Setbacks, Building Envelopes, and Tree Requirements

The following standards and criteria are taken from the publication *TURTLE ROCK: Standards and Criteria for New Construction*, and were adopted by the Building and Planning Board of the Palmer Ranch Master Property Owners Association, Inc.

Lot Type and Size

Each lot type for a home has a specific size and setback, building envelope, and a minimum hardwood tree requirement. If you are unsure of your lot type, please check with the management office.

Lot Type	Typical Lot Size	Parcel¹
Custom	90 ft x 135 ft	B, D, H
Executive	75ft x 120 ft	A, E, I
Villa	58 ft x 130 ft	C Savannah and G Somerset
Club	58 ft x 130 ft	F cul-de-sacs off Sweetmeadow, J east side of Sabal Lake

Lot Requirements

Lot Type	Max Bldg Envelope	Min Setbacks²			Side Facing Street		# of Trees³
		Front	Rear	Side	TR Blvd	Other	
Custom	70 ft x 90 ft	30 ft	15 ft	10 ft	30 ft	30 ft	6
Executive	60 ft x 80 ft	25 ft	15 ft	7.5 ft	25ft	15 ft	4
Villa/Club ^{4,5}	48 ft x 90 ft	25 ft	10 ft	5 ft	25 ft	10 ft	3

¹ For alphabetical designation of parcels, contact management for a corresponding street map.

² A setback establishes the maximum outer boundary within which the residence must be constructed. In addition, there is typically a utility easement that must be adhered to. Most lots in Turtle Rock require an easement of 8' or as indicated on the owner's lot survey (plat). For any proposed construction activity, refer to your plat or, if unavailable, an official survey will be necessary to ensure adherence to setbacks and easements.

³ One hardwood tree = 3 palm trees

⁴ Rear setback is 6 feet for pool cages.

⁵ For homes in Somerset, where lots are typically smaller, there is little room in the rear and sides of the property due to utility and drainage easements and county setbacks. For these homes, a minimum of two tree plantings is required, and they must be located in the front yard. Trees can be either hardwood or palms, and requests for tree requirements will be evaluated on a case-by-case basis. Evaluations, in some cases, may recognize multiple-trunk palms as separate, individual trees.

C. Request for Architectural Review Committee (ARC) Structural Alteration, Addition, or Landscaping Approval

TURTLE ROCK COMMUNITY ASSOCIATION, INC.

8500 Turtle Rock Blvd., Sarasota, FL 34238

OFFICE: 941-921-3865 FAX: 941-921-3808 E-MAIL: communitymanager@myturtlerock.com

REQUEST FOR ARCHITECTURAL REVIEW COMMITTEE (ARC) STRUCTURAL ALTERATION, ADDITION, OR LANDSCAPING APPROVAL

The undersigned homeowner seeks approval of the ARC for the following:

DESCRIPTION OF PROPOSED WORK: _____

INCLUDE THE FOLLOWING AS INDICATED:

1. A **SITE PLAN** for any addition to or extension of existing structures, showing proposed location in relation to property lines and setback requirements.
2. A **SITE PLAN** for major landscaping (i.e. extension of existing beds, replacement of over 50% of an existing bed, additional trees or shrubs, landscape bed curbing) identifying the proposed types and locations in relation to property lines and setbacks.
3. A **DIAGRAM** of the residence showing the location of proposed gutters, windows or doors, as well as manufacturer's documentation of appearance, size and color.
4. **SAMPLES** of proposed roof tiles, pavers or landscape curbing left outside the residence for ARC review.
5. Copies of **CONTRACTOR'S LICENSE** and **INSURANCE** for doors, windows, roofs, electrical work, and structural additions or extensions.

NOTE: INCOMPLETE REQUESTS WILL BE RETURNED WITHOUT CONSIDERATION

The undersigned property owner hereby acknowledges and agrees to be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules, regulations and codes or ordinances, and that all required permits will be obtained. Neither the Turtle Rock Community Association nor the ARC shall have any liability or obligation to determine whether such improvements, alterations and additions comply with such laws, rules, regulations, codes and ordinances. No substitutions, changes and/or alterations to the submitted plans are permitted without written approval by the ARC. Somerset and Savannah residents must have prior approval by their ARC Representatives.

WORK MAY NOT BEGIN WITHOUT PRIOR ARC APPROVAL

A fine may be imposed for work started prior to approval. It is the owner's responsibility to notify ARC upon completion.

Name of Applicant (print)	Signature	Date
Address	Telephone#	
E-Mail Address	Contractor (if applicable)	

DECISION OF THE ARCHITECTURAL REVIEW COMMITTEE:

APPROVAL DENIED TABLED FINAL APPROVAL
 Work to be completed within (3) months (6) months of approval.

Date: _____
Chairperson, TURTLE ROCK ARC

PRIOR APPROVAL IF REQUIRED:
SOMERSET ARC: _____ Date: _____

SAVANNAH ARC: _____ Date: _____

D. Request for Architectural Review Committee (Arc) Painting Approval

TURTLE ROCK COMMUNITY ASSOCIATION, INC.
8500 Turtle Rock Blvd., Sarasota, FL 34238
OFFICE: 941-921-3865 FAX: 941-921-3808 E-MAIL: communitymanager@myturtlerock.com
REQUEST FOR ARCHITECTURAL REVIEW COMMITTEE (ARC)
PAINTING APPROVAL

The undersigned homeowner seeks approval of the ARC to paint the following:

MANUFACTURER'S COLOR NAME FOR ALL AREAS TO BE PAINTED:

WALLS (STUCCO): GARAGE DOOR:

TRIM: FASCIA, GUTTERS:

FRONT DOOR: OTHER:

I have attached manufacturer's paint chips (reproductions not accepted) for all colors above and have labeled each to identify the area to be painted.

I have painted one square foot samples of all colors above on my home for ARC review.

The wall color above is noticeably different from the homes adjacent to or directly across the street from mine.

NOTE: INCOMPLETE REQUESTS WILL BE RETURNED WITHOUT CONSIDERATION

The undersigned property owner hereby acknowledges and agrees to be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules, regulations and codes or ordinances, and that all required permits will be obtained. Neither the Turtle Rock Community Association nor the ARC shall have any liability or obligation to determine whether such improvements, alterations and additions comply with such laws, rules, regulations, codes and ordinances. No substitutions, changes and/or alterations to the submitted plans are permitted without written approval by the ARC. Somerset and Savannah residents must have prior approval by their ARC Representatives.

WORK MAY NOT BEGIN WITHOUT PRIOR ARC APPROVAL

A fine may be imposed for work started prior to approval. It is the owner's responsibility to notify ARC upon completion.

Name of Applicant (print) Signature Date
Address Telephone#
E-Mail Address Contractor (if applicable)

DECISION OF THE ARCHITECTURAL REVIEW COMMITTEE:

APPROVED DENIED TABLED FINAL APPROVAL

Work to be completed within (3) months (6) months of approval.

Date:
Chairperson, TURTLE ROCK ARC

PRIOR APPROVAL IF REQUIRED:
SOMERSET ARC: Date:

SAVANNAH ARC: Date:

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VII. Appendix

E. Turtle Rock Community Association Barcode Application

Turtle Rock Gate Bar Code Request Form

Bar code stickers are issued to Turtle Rock residents and owners only. In addition to this form, you must present a drivers license, vehicle registration, and \$20 per vehicle. Checks are to be made out to TRCA. Stickers will be affixed to vehicles by the Community Manager during office hours. Gate access stickers cannot be issued to commercial vehicles nor vehicles with temporary plates; however, a temporary gate pass can be issued for vehicles with temporary plates. A Permanent Guest list registry is provided as a courtesy to ease entry for regular guests and service providers, allowing gate entry without phone call authorization.



Turtle Rock Address: _____

Family Name(s) _____ Owner Tenant

Driver and Vehicle Information: please print clearly							
Name: _____ _____	Phone: _____	Make of Car: _____	Year: _____	Color: _____	State: _____	<input type="checkbox"/> New <input type="checkbox"/> Replace	\$ _____ <input type="checkbox"/> Check <input type="checkbox"/> Cash
Barcode:			Old Barcode:				
Name: _____ _____	Phone: _____	Make of Car: _____	Year: _____	Color: _____	State: _____	<input type="checkbox"/> New <input type="checkbox"/> Replace	\$ _____ <input type="checkbox"/> Check <input type="checkbox"/> Cash
Barcode:			Old Barcode:				

Date _____ Processed by (TRCA Rep) _____

Rev 10-2021

F. Turtle Rock Community Association, Inc. Community Center and/or Pool Use Request Release, Waiver and Hold Harmless Agreement

This Release, Waiver and Hold Harmless Agreement is being executed by

_____ who hereinafter shall be referred to as "Requestor."

Print Name _____

Whereas, Requestor desires to reserve the Turtle Rock Community Association Center for the purpose of hosting a social function;

Whereas, Turtle Rock Community Association has agreed that certain parties may reserve exclusive use of the community center /pool provide they are in good standing;

Whereas, Turtle Rock Community Association desires to permit Requestor to utilize the community center/pool for social activities without any obligation, liability, exposure, for any injuries to any person or to the property which may occur or which a guest of Requestor may suffer at the community center; and

Whereas, Requestor desires to induce Turtle Rock Community Association to permit reservation of the community center/pool without exposing Turtle Rock Community Association, Inc. to any claims for the personal injury or damage to the property, and Requestor desires to waive any and all claims for injury whether to person or property in connection with said reservation.

Now, therefore, Requestor agrees as follows:

1. The above recitals are true and correct and are hereby incorporated herein.
2. The Requestor acknowledges that Requestor shall be solely liable for any damage to the property or for any injury suffered by any guest or person attending Requestor's social function.
3. By signing this Release, Waiver and Hold Harmless Agreement, Requestor hereby acknowledges that he/she is releasing Turtle Rock Community Association, Inc. and its officers, employees, directors and agents (Released Parties), from any and all liability from any injuries suffered by Requestor which may arise from Requestor reserving and using the community center/pool, including but not limited to any of the foregoing arising from the negligence of the Association or any other released party.
4. Requestor shall indemnify Turtle Rock Community Association, Inc. and its officers, employees, directors and agents (Released Parties), in connection with any expenses related to the enforcement of this agreement in connection with any legal proceedings whatsoever, including but not limited to any of the foregoing arising from the negligence of the Association or any other released party.

Date _____ Requestor Signature _____

Print Name _____

Address _____

G. Turtle Rock Community Association, Inc. Collections Policy

PURPOSE

The purpose of the Collections Policy is to ensure a steady income stream, which is essential for the Association to be able to properly maintain the facilities and meet its financial obligations.

This policy is an “exhaust all options” form of collection of owed monies from the Association homeowners. The Board, along with management, intends to exhaust all options before an Attorney enters into the collections process.

IMPLEMENTATION

All Turtle Rock assessments are due quarterly on January 1, April 1, July 1, and October 1, and are late by the 15th of the month that fees are due (respectively, January 15, April 15, July 15, October 15).

- Step 1: **15 days past due:** An initial late notice is sent to all homeowners that have not paid their assessment in full by this date (i.e., January 15, April 15, July 15, October 15). This date will also serve as a start date of interest due on any unpaid balance at the maximum rate allowed by law (currently 18% p.a.). A copy of this Policy is included with the late notice.
- Step 2: **30 days past due:** A 2nd late notice is sent to all homeowners with outstanding assessments. A copy of this Policy is included with this late notice.
- Step 3: **45 days past due:** A 3rd late notice is sent to all homeowners with outstanding assessments. The homeowner is informed of the Board’s Intent to proceed to an Attorney to establish a lien at 60 days past due This notice will be sent via regular and certified mail to the homeowner’s address on record with the Association. A copy of this Policy is included with the late notice..
- Step 4: **Between 45 & 60 days past due:** The Management Company will contact the homeowner by phone and, if appropriate, by email, explaining that there will be significant legal fees due by the homeowner if payment is not received by the date established in the Intent to Lien letter in Step 3. The homeowner is offered the ability to work out a payment plan to be approved by the Board of Governors. The plan must be in place prior to the 60 days past due date.
- Step 5: **60 days past due:** The Board will review all delinquent accounts and determine if the Management Company should proceed with the attorney for a lien.
- Pursuant to section 720.3085(8) of the Florida Statutes, if the home is occupied by a tenant and the homeowner is delinquent in paying any monetary obligation due to the Association, the Association may demand that the tenant pay to the Association the subsequent rental payments and continue to make such payments until all the monetary obligations of the homeowner related to the parcel have been paid in full to the Association and the Association releases the tenant or until the tenant discontinues tenancy in the parcel.
- Step 6: **90 days past due:** All homeowners, with full or partial assessments owed for 90 days or longer will lose access privileges to all common areas available to homeowners. This will include the rental or reservation of any building or area,

as well as the deactivation of vehicle bar codes used for resident entry, after a Board of Governors resolution is passed at the next posted meeting. This loss of privileges may also be applied to a renter of such a homeowner. The homeowner, or renter of the homeowner, will not be denied access into Turtle Rock.

If homeowner signs an acceptable payment plan (approved by Board of Governors) before 60 days, the Board of Governors may authorize the Management Company to waive interest. The Management Company does not have the authority to waive interest or any other amounts other than those posted in error to the owner's account.

The Board of Directors assumes full responsibility for carrying out the implementation of this policy.

The authority for review of cases of hardship is delegated to the Board of Governors.

REPORTING AND REVIEW

The Board will monitor each event and will review this policy annually.

This policy is approved by vote of the Board on August 1st, 2017.

H. Turtle Rock Community Association, Inc. Compliance Policy

Statement of Policy

It is the policy of the Turtle Rock (TR) Community Association to encourage voluntary compliance with the Community Covenants, By-Laws, TR Rules and Regulations and the architectural and design restrictions of the Association as reviewed by the Architectural Review Committee (ARC) and outlined in the Turtle Rock Owners' Manual (TROM). To encourage compliance with these governing documents and restrictions applicable to all Turtle Rock Community Association owners and residents, the Board of Governors (Board) has adopted the following procedures.

All references below to written correspondence will be conducted solely by email, if such authorization has been provided; otherwise, correspondence will also be delivered by U.S. mail.

Compliance Enforcement Procedures

1. The Community Association Manager (CAM) shall investigate matters observed or referred to them for the purpose of determining the existence of a violation. An investigation may be initiated by the CAM during routine neighborhood inspections, or violations may be reported in writing to the CAM by members of the Turtle Rock Community Association (TR Owners).
2. If the CAM finds that a violation of the governing documents exists as outlined in the TROM, a Courtesy Notice will be emailed to the owner at the email address on file at the office or, if necessary, mailed to the TR Owner of the property at the address of record in an attempt to have the violation quickly and voluntarily remedied. If the violation is remedied within thirty (30) days, and the CAM verifies that the violation has been remedied, no further action is taken. Further, if owners return the response form in a timely manner with a commitment to remedy the violation within an agreed-upon reasonable time-period, the matter may be held in a "monitoring" status, and deferred for fining action, at the Board's discretion.
3. If, after thirty (30) days from the date of the Courtesy Notice or the date of completing the agreed-upon remedy, a violation still exists, the CAM will recommend the Board approve the levy of a fine, which may be up to \$250 per day with a maximum of \$5,000 per violation, and a suspension of bar codes assigned to all vehicles registered at the unit address associated with the violation, including those of the unit owners and any known tenants of the unit, until the violation is remedied. Additionally, the Board has the option to suspend voting rights and seek legal action to enforce the governing documents and include a claim for attorney fees and costs as the prevailing party in the matter.
4. If the Board approves the CAM's recommendation to levy a fine and suspend bar codes until the violation is remedied, a Notice-of-Fining Letter will be sent out the day after the Board Meeting to the TR Owner at the email address on file at the office, or if none is available at the address of record, and to any known tenant. The matter will also be scheduled with the Hearing Panel fifteen (15) days after the Board meeting to allow the owner an opportunity for an appeal. The Notice-of-Fining Letter will provide the date, time, and location of the Hearing Panel meeting.
5. The Hearing Panel will be convened for the purpose of determining whether to uphold or reject the fine and/or bar code suspension levied by the Board. The CAM will present to the Hearing Panel the nature of the violation, documentation of the applicable rule in violation, and evidence that the Courtesy Letter and Notice-of-Fining Letter were properly sent in a timely manner. At the hearing, the offending party will have the opportunity to present evidence to the Hearing Panel as to the reason for failure to remedy the violation. Such evidence may also be submitted in writing if attendance at the Hearing Panel meeting is not possible. The decision of the Hearing Panel is final. Should the Hearing Panel uphold the fine and/or suspension levied by the Board, such fine will become due and payable within five (5) days after the Hearing Panel meeting and accrue daily until a) the violation has been remedied, or b) the fine has reached the maximum

allowed, and such suspension shall remain in force until the violation has been remedied.

6. A reoccurrence of violations may also result in publication of the offense(s), and could include name, unit address, and/or vehicle license number of the offending party. Any third (3rd) violation will also result in revocation of privileges, including but not limited to barcodes used to grant gate access to the community, access and/or use of community amenities, and/or member voting rights for up to one year.

Traffic Enforcement Procedures

The current speed limit on Turtle Rock Boulevard is 25 m.p.h. and 15 m.p.h. on Nice Way. All speed limit signs, stop signs and traffic control signs must be strictly observed. Turtle Rock has installed LiDAR (light detection and ranging) speed detection cameras within the community. These cameras detect vehicles that are going over the posted speed limit and take a picture of the vehicle while recording the speed, location, date, and time. Any resident, visitor, vendor or contractor found to be going over Turtle Rock's posted speed limit or failing to obey stop/traffic control signs will be subject to the violation policy as follows:

- First offense for failure to obey the posted speed limit or failing to obey stop/control signs will result in a Letter of Notice to the owner or tenant;
- Second offense within one year of the first violation for failure to obey the posted speed limit or failing to obey stop/control signs will result in Board action to levy a fine of \$50, payable within 15 days;
- Third offense within one year of the first violation for failure to obey posted speed limit or failing to obey stop/control signs or failure to pay second offense violation fine will result in Board action to levy a fine of \$100, payable within 15 days, and revocation of bar code privileges for 30 days;
- Any traffic-related violation by the driver of a private contractor or vendor vehicle, including moving vans, will be reported to the company.

Adopted, as revised, by TR Board of Governors on March 1, 2022.

I. Turtle Rock Community Association, Inc. LEASE ADDENDUM

This Lease Addendum made this the ____ day of _____ 20____, by _____

(Hereinafter referred to as "Owner" or "Landlord") and _____ (hereinafter referred to as "Tenant" or "Lessee") as an addendum to the Lease Agreement. The address of the property subject to this Lease Addendum is _____ within Turtle Rock Community Association, Inc.

Section 1. Definitions:

1. "Association" shall mean Turtle Rock Community Association, Inc.
5. "Governing Documents" shall mean the Declaration of Covenants, Conditions and Restrictions, By-Laws and the Owner's Manual document of the Turtle Rock Community Association, Inc.
6. "Lease" shall refer to the Lease Agreement and this Lease Addendum collectively.
7. "Lease Agreement" shall refer to the agreement to which this Lease Addendum is to attach.
8. "Lot" shall mean the real property that is being leased under the Lease.

Section 2. Term: The term of the lease shall be as provided in the Lease Agreement. However, the term shall be for a period of no less than three (3) months

Section 3. Residential Use and Occupancy: The unit may not be used for business, professional, or commercial activity, which includes, but is not limited to, use for hotel, transient, or temporary housing purposes of any kind. The Unit may only be used for residential purposes, as defined by County and State law. Use of the residence for work at home which does not involve receiving or sending employees, customers, suppliers, regular deliveries, or similar transient activities shall not be considered use for business, professional or commercial activity.

Section 4. Sublease: No subleasing is permitted.

Section 5. Obligation to comply with the Governing Documents and Law: Tenant is obligated as a term of the Lease to comply with the provisions of the Governing Documents and Federal, State of Florida and Sarasota County law. In addition to the owner, the tenant shall be responsible for the actions of his/her household members, residents, guests, and/or visitors while they are on Association property and in the lot. The failure of the tenant's household members, residents, guests, and/or visitors to comply with the requirements of this Section shall be deemed as the tenant's failure to comply. The right of the tenant to use and occupy the lot shall be subject and subordinate in all respects to the provisions of the Governing Documents. The tenant acknowledges and warrants that the tenant has received a complete set of the Governing Documents and the Owner's Manual on or prior to the date this lease Addendum is executed by the tenant.

Section 6. Condition of Premises: Tenant agrees to keep the property in good order, clean condition and in compliance; to make no alteration, additions, or changes to the home or exterior of the property, without the consent of the owner and the Association and to commit no waste thereon.

Section 7. Failure to Comply/Termination: In the event of a default of any term of the lease by the tenant, his house members, residents, guests, and/or visitors, or upon a violation of any provision of the Association's Governing Documents, in addition to any enforcement action the Association may take against the owner, the Association has the right to terminate the lease, after reasonable written notice to the owner and an opportunity for a hearing, if the owner, who by express act or by inaction, has refused to terminate the lease and evict the tenant.

Section 8. Power of Attorney: Landlord hereby appoints the Association as attorney-in-fact for the purpose of enforcing the terms of the Lease Addendum, including, but not limited to, action to terminate the lease and/or seek eviction of the tenant.

Section 9. Payment of Assessments: Owner and tenant acknowledge that it is the responsibility of the owner to pay all Association fees and assessments assessed against the property in accordance with the Governing Documents. In the event that the owner fails to pay assessments or other fees to the Association when due, and after the Association has properly filed a lien against the property for such non-payment, upon notice to the tenant, the tenant shall pay rent directly to the Association, which shall be applied to the owner's delinquent account. Said rent payments shall continue to be made by the tenant directly to the Association in lieu of rent to the landlord; until the tenant receives notice from the Association in writing that the owner's account is paid in full and current. The tenant's failure to pay the Association as required herein after receiving notice requiring the same shall be deemed a default of the lease. Any rent payments submitted by the tenant to the Association in excess of the delinquent amount will either be credited to the owner's account or returned to the owner.

Section 10. Conflicts: In the event that there is a conflict between this Lease Addendum and the Lease Agreement, this Lease Addendum shall prevail.

Section 11. Waiver and Breach:

1. A waiver by the Association of any breach of any term or condition hereof shall not be deemed a waiver of any other or any subsequent breach.
9. A breach of any term of this Lease Addendum shall constitute a default of the terms of the Lease.

Section 12. Severability: The parties agree that this Lease Addendum is divisible and separable so that, if any provision or provisions hereof shall be held to be unreasonable, unlawful, or unenforceable, such holding shall not impair the remaining provisions. If any provision hereof is held to be too broad or unreasonable in duration, scope, or character of restriction to be enforced, such provision shall be modified to the extent necessary in order that any such provision or portion thereof shall be legally enforceable to the fullest extent permitted by law. The parties hereto do hereby expressly request and authorize any court of competent jurisdiction to enforce any such provision or portion thereof or to modify any such provision or portion thereof in order that any such provision or portion thereof shall be enforced by such court to the fullest extent permitted by applicable law. By agreeing to the aforesaid, the parties do not intend to suggest that they consider any term or condition of this Agreement to be unreasonable, unlawful, or unenforceable.

VII. Appendix

Section 13. Copy to the Association: Tenant shall furnish a copy of the Lease Agreement and this Lease Addendum executed by the owner and tenant to the Association or the Association's management agent prior to the tenant's move-in. Failure to perform as required herein shall be a breach of the Lease.

Section 14. Third-Party Beneficiary: Owner and tenant acknowledge and agree that the Association is an intended third-party beneficiary of lease, including all the promises made in the Lease.

Section 15. Enforcement: In the event that the Association is required to enforce the terms of this Lease Addendum, including proceeding to terminate the lease and/or evict the tenant, the landlord and tenant shall be jointly and severally personally liable for all costs and attorney fees actually incurred, which shall be collectable in the same manner as assessments under the Governing Documents.

This Lease Addendum was entered into as of the day and year first written above.

By: Landlord/Owner

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Phone: _____

Address: _____

Email: _____

Email: _____

By: Tenant

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

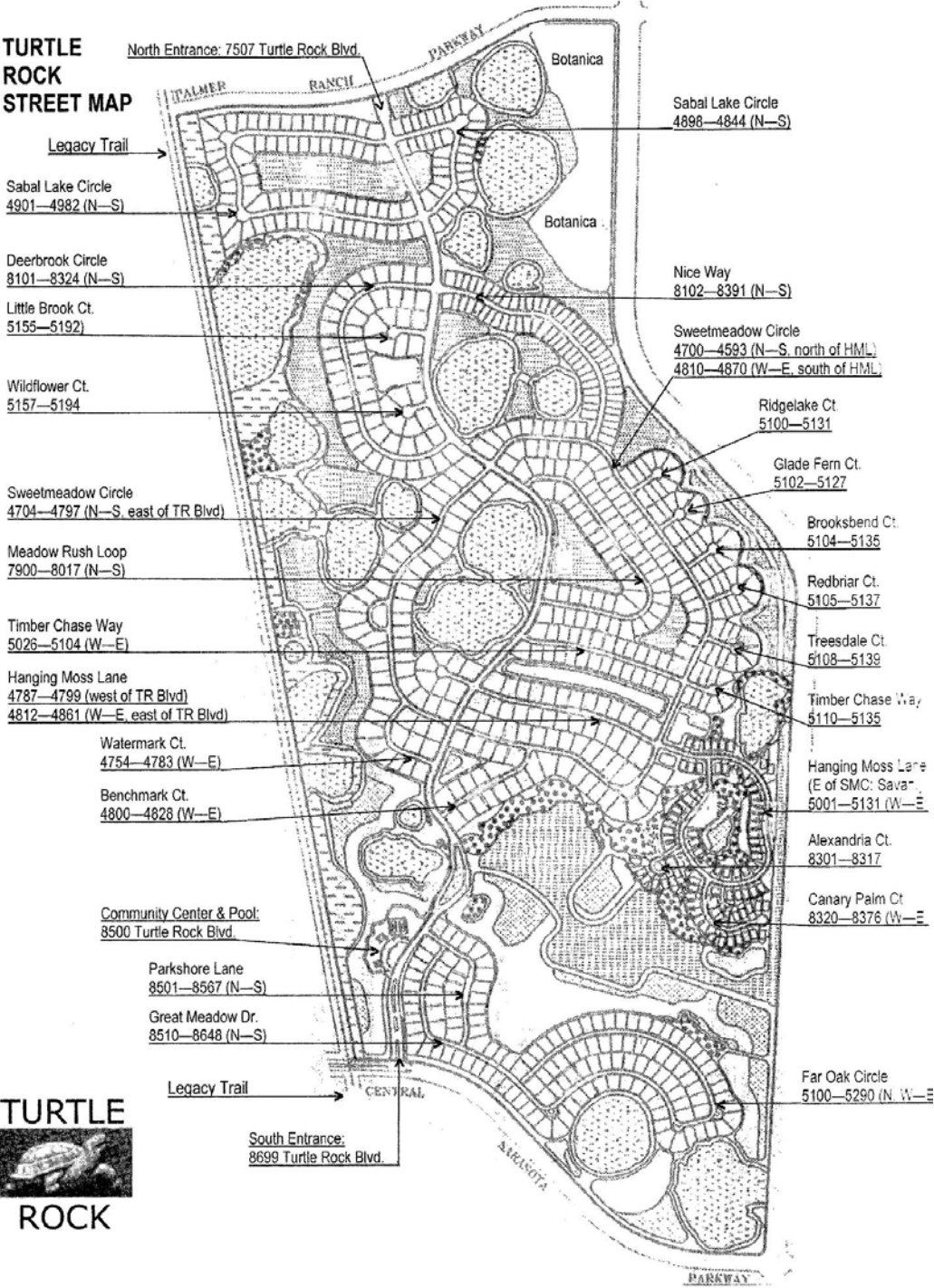
Phone: _____

Address: _____

Email: _____

Email: _____

J. Turtle Rock Street Map



K. Emergency Preparedness Guidelines, Procedures and Requirements:

Special thanks to Sarasota County, Palmer Ranch Master Association, and The Isles and Ballentrae communities for generously sharing information related to the development of this plan. Also see www.scgov.net/home/showpublisheddocument/50927/637564223171900000.

Purpose and Disclaimer: The Turtle Rock Emergency Preparedness Guidelines is a step-by-step guide for Turtle Rock residents. It is intended to aid residents by giving a guide to follow in the event of a community disaster or emergency. It is not intended to cover every eventuality or ensure individuals or property safety, but rather, to support residents in preparing for, dealing with, and recovering from a disaster.

The Board of Governors wishes to note that it does not have the resources or expertise to fully address needs with respect to all potential disasters and emergencies. In addition, please keep in mind that, depending on the extent of the emergency, gate personnel and management team members may not be able to report to work. In fact, Sarasota County emergency personnel do not respond to an emergency until winds fall *below* 45 miles per hour. (Do not let that prevent you from calling 911 if needed.)

For Turtle Rock, much of the responsibility for protecting homeowners and their assets will fall on the individual homeowner. The Association is responsible for the common areas only. Each owner is responsible for their own home, garage, lanai, and all personal property, landscaping on the property. In the case of hurricanes, damage may vary depending upon whether hurricane shutters are in place. The homeowner must assess the costs and risks of not installing shutters that meet current code or whether or not to evacuate. If the occupant(s) does not evacuate, if required, then a plan must be in place for the safety and welfare of the occupant(s) for his or her own welfare until conditions return to normal. The important thing is that both the Association and homeowners and tenants address potential issues in advance of a disaster, whenever possible.

Everyone needs to pre-plan for potential threats and be ready for recovery after a disaster.

This plan will be reviewed annually by the Board of Governors and updated as needed. The plan details are laid out in sections, as follows:

1. Disasters and Emergencies Defined
10. Neighborhood points of contact
11. Essential internet links and phone numbers
12. Personal, family, and pet preparedness; including necessary supplies each resident should have on hand
13. Steps to preparedness
14. What to do in preparing for, during and after an event.

A. Disasters and Emergencies Defined:

Sarasota County recognizes the following disasters and provides information for dealing with each of them at the scgov.net website: flood, fire, tornado, violent crime/terrorism, hazardous material incident, and disease outbreak.

The most common anticipated emergency our community faces is that of threats and damages caused by storms. Hurricane season begins June 1 and ends November 30.

We are all familiar with storm tracking models. The most damaging side of a hurricane is the right front quadrant of the storm. This is sometimes called “the dirty side” of the storm because forward speed adds to the winds and storm surge will range out from the eye up to 60+ miles.

In contrast to popular belief, Sarasota has been in the right front quadrant of at least two major, category three or above hurricanes. Tampa Bay was hit by a Category (CAT) 4 hurricane in September of 1848. This was the hurricane that created Casey's Pass at Venice and New Pass that separates Longboat from Lido Key. That same year, a separate hurricane struck Tampa one month later. Also, on October 6 of 1921, a CAT 3 hurricane hit Tampa. In 1935, there was the Great Labor Day Hurricane, which tracked along the Gulf Coast wiping bare most of Longboat Key. In 2004, Hurricane Charlie was tracking to hit Tampa, but six hours before landfall on August 13, winds jumped from 110 MPH to 150 MPH and the hurricane veered to the right into Port Charlotte putting Sarasota on the benign side of the hurricane.

The probability of a hurricane striking the Tampa/Sarasota area in any specific year is about 4-5% or every 20-25 years. The probability of a 3+ hurricane probably drops to about 1-2% or every 50-100 years. But it only takes one and the area is long overdue.

For those with hurricane shutters meeting current storm standard shutters, Turtle Rock homes should be reasonably safe for CAT 3 hurricanes with wind speeds up to 130 MPH. Category 4 and above hurricanes require a mandatory evacuation primarily because of the flood risk. If your home appears to experience flooding, it is too late for planning. At this point, place your valuables on countertops, shut off your circuit breakers, and consider entering your attic, with a pickax if possible – this is not recommended but you may have no alternative.

Evacuation maps for Sarasota County are currently being revised using a new methodology. The expectation is that more people will have to evacuate from a larger area. Also, storm surge estimates will no longer be tied to the category of the hurricane. Instead, surge estimates will be based on the size and speed of a hurricane. As a result, evacuations may be demanded for hurricanes categorized as 3 or below and may become more common.

B. Neighborhood Points of Contact:

To be as prepared as possible, you should talk to your neighbors about your plans and needs in the event of an emergency. It is critically important that you complete the *Emergency Response Information Sheet* located in the Appendix, and available on the [Turtle Rock website](#), updating as needed, and returned to the community center.

Sarasota County Emergency Management is pleased to provide Community Emergency Response Team (CERT) training for community groups and citizens of Sarasota County. During the initial hours following the disaster, emergency personnel are overloaded, unable to reach areas, or are short of personnel to respond. CERT training gives you the decision-making and physical skills to offer immediate assistance to family members and neighbors in an efficient and effective manner without placing yourself in unnecessary danger. You can make a difference by using the training. This program is the Nationally Accepted Federal Standard for community response team training.

CERT Training is offered free of charge within the jurisdiction served by Sarasota County. Students must complete all 25 hours of course work and participate in the final "hands-on" exercise to become CERT certified. Seats in class are served in a first come, first served. If you are interested in becoming part of a CERT team, please contact the community center.

C. Essential Internet Links and Phone Numbers:

[Sarasota County Government website](#): this website has extensive information on emergency preparedness, and includes detailed information for families, persons with special needs, businesses, pets, fire, and hurricane as well as health and other threats. We strongly recommend that you download the Disaster Planning Guide. It will help you in great detail, including addressing your "Stay in Place" and "Evacuation" plans. The guide is available at: <https://www.scgov.net/government/emergency-services/hurricane-preparedness/>

The state of Florida has an excellent, comprehensive guide to disasters for elders, available at: <https://elderaffairs.org/publications-reports>.

- Police, Fire, Ambulance EMERGENCY: 911
 - [Sarasota County Sheriff NON-Emergency](#): 941-861-5800
- Hospitals:
 - [Doctor's Hospital](#): 941-342-1100
 - [Sarasota Memorial Hospital](#): 941-917-9000
- [Florida Power and Light](#): 800-468-8243
- [American Red Cross](#): 941-379-9300
- [Sarasota County Emergency Services](#): 941-861-5000
- [Salvation Army of Sarasota](#): 941-954-4673

D. Personal Preparedness:

In most cases, the emergencies we might face can be best met by each household's individual preparedness, and the intervention of official county personnel will not be required. However, in the event of a community disaster, local public emergency responders such as the Sheriff, fire, and Emergency Medical Teams, may not be able to immediately respond to residents' needs. In this case your individual preparedness will be even more essential. Each resident should be prepared for the emergency by taking the steps noted herein and assembling a [Personal/Family Preparedness Kit](#). The contents of the kit should be able to sustain the individuals for a minimum of five days.

Personal/Family Preparedness Kit (suggested contents):

- Medicines: Keep an updated list of all family and pet medications and dosages along with doctor and pharmacy phone numbers. Keep two weeks supply of prescription medicines on hand. Put in a zip-lock sealed plastic bag.
- Documents: Keep copies of the following for "grab and go" convenience in a fireproof safe or in the freezer. Keeping them electronically is also a good idea, however, if power is out for a continued period of time "hard copies" will be critical.
 - Special medical information: doctor's names and phone numbers, medication name and dosage
 - Insurance policies, names of agents, account numbers and phone numbers.
 - Property inventories, photographs
 - Photos of family members and pets
 - Front and back of credit cards
 - Passport
 - Driver's license
 - Bank statements
 - Bills such as electric, phone, gas, water, pool and lawn services, etc. Your bills will have your account number and contact phone numbers on them
 - Business and professional licenses
 - Birth and marriage certificates
 - Social Security Card
 - Medical and insurance cards
 - Living Wills, Health Care Proxies, wills, powers of attorney
 - If you have a pet, copies of current license, rabies, and other vaccinations.
- Food: Keep enough food to feed the whole family for three to seven days. Choose things that do not need refrigeration or cooking (canned foods, protein bars, peanut butter, etc.). Do not forget any special dietary foods or baby food and formula, if needed. Replenish every six months.

- Drinking water/containers: 1 gallon of water per person for drinking water plus water for cooking and washing (minimum 7 days). Stock up on a few cases of bottled water at home and office in the event that there is a “boil water” order. It is highly recommended that each household purchase or have on hand water purification tablets and a water purification pump.
- Flashlight and batteries for each household member
- Portable radio, TV and lamps. Consider obtaining and monitoring a NOAA Weather Radio.
- Extra batteries for electronics
- Sunblock/sunscreen
- Bug repellent
- Fueled vehicles, in case of evacuation
- **Infant items:** medicine, sterile water, diapers, ready formula, bottles, baby food, wipes, favorite toy.
- **Pet items:** Proper ID collar and rabies tag; leash and a spare leash; chain or tether; carrier or cage; water and food bowls; water and food (recommend a two-week supply); medications and care instructions; special comfort toy or bed. Write ID information on all belongings.
- **First aid book and kit** including bandages, gloves, scissors, antiseptic, tape, compresses, aspirin and aspirin-free pain reliever, anti-diarrhea medication, and antacid.
- Cell phones and emergency charger for cell phones and other mobile devices (consider a solar powered alternative)
- Cash. With no power, banks may be closed; checks and credit cards unaccepted, and ATMs may not be operational
- Charcoal, matches, and a grill. Propane for gas grills. (Do not use indoors)
- Ice
- Non-electric can opener
- Fire extinguisher (small canister, ABC type)
- Instant tire sealer
- Whistle and/or distress flag
- Plastic tarp and screening
- Water purification kit (tablets, chlorine (plain) and iodine)
- Clean-up supplies (mop, buckets, towels, disinfectant)
- Garbage can or bucket with tight-fitting lid and kitty litter (for emergency toilet)
- Plastic trash bags
- Toilet paper, paper towels, and pre-moistened towelettes or baby wipes
- Tools such as duct tape, chainsaws, shovels, hammers, nails, and rope
- Maps of evacuation route.
- Evacuation Supplies: In addition to the above:
- Pillows, blankets, sleeping bags or air mattresses
- Extra clothing, shoes, eyeglasses, hearing aids (and batteries), etc.
- Folding chairs, lawn chairs, or cots
- Personal hygiene items (toothbrush, toothpaste, deodorant, etc.)
- Quiet games, books, playing cards, and favorite toys for children.

E. Steps to Preparedness

For ALL Residents

Register yourself for Emergency Notifications at Sarasota.gov-Code Red. This is a free service. It is an automated system providing fast, effective, and thorough information concerning Public Health, Safety, and Wellness.

1. If you are a seasonal resident, or you are intending to be away for a period of longer than two weeks, you *must* remove all exterior items from lawns, lanais, and loggias. Items must be secured *inside* the home or garage in order not to become projectiles. These items include, but are not limited to, patio furniture, hanging plants, pots, flags, grills, hoses, and decorative objects.
2. As a matter of course, keep your electronic battery devices fully charged. This should include auxiliary back-up batteries. Having cell phones, iPads, and similar devices fully charged at all times will assist in vital communications in the event of a power failure. In the case of an emergency, phone service is frequently interrupted; however, it is possible that “text messaging” is available even during this period.
3. Identify the location of the shut-off for electricity, gas, and water to your home. Learn how to operate the controls.
4. Prepare an Individual Notification Plan that includes all persons that you will need to contact in the case of an emergency. This should include family, friends, and business associates. The contact list should have names, phone numbers, cell numbers, email, and other information, such as Facebook, whenever possible. Provide this list to key individuals so they can check on you and share information with others. Pick one individual who is out of the area who will be the primary point of contact for all family members and key contacts. Family members should know to call this person in an emergency. If you are evacuating, let the key person know your plan.
5. If you are using hurricane shutters make sure you have a plan for their installation and removal.
6. Each residence is responsible for enacting a preparedness plan. Prepare both “Stay in Place” and an “Evacuation Plan.”
7. As soon as Sarasota County issues a Tropical Storm or Hurricane Warning, residents must remove all outside objects from lanais, loggias, and lawns. These must be moved inside to limit flying debris serving as projectiles.
8. Provide Turtle Rock Community management with a complete Emergency Response Information Sheet, included in the Appendix and available on the website at <https://www.myturtlerock.com/files/forms/TR%20Emergency%20Response%20Sheet-E.pdf>. This form should be updated any time there is a change in the information.
9. If you live alone and/or think you will need assistance before, during, or after the emergency, talk to your neighbors and make sure they know your plan for staying or evacuating.
10. If your family is not together at the time of the emergency, or if you become separated during the emergency, pick two places to meet. The first should be just outside your house, for example, in the neighbor’s adjacent or across the street driveway. The other should be outside of Turtle Rock in case someone cannot get home.
11. Check and maintain all home shuttering and protective equipment.

Persons with Special Needs

1. Households with persons with special needs should consider registering with the Sarasota County Department of Emergency Management to receive assistance. Persons with special needs include, but is not limited to, individuals on oxygen and those with limited mobility. Sarasota County provides a shelter program for those residents requiring special medically related care. Special needs shelters will be available for persons requiring more skilled medical care than available in a public shelter but not requiring an acute care facility such as a hospital. If this type of extended care is needed, contact the Sarasota County Emergency Management office at 941-861- 5000 or go online to www.scgov.net to be considered for registration into this program.
2. Register with Florida Power and Light as a person with special needs if you are reliant on electricity for breathing or other medical equipment.
3. If you use a caregiver or care support service, find out what their support services entail.
4. Develop, along with your health care provider, a plan for “Stay in Place” and an “Evacuation Plan”.
5. Obtain the required documentation for evacuation. These include your physician’s signature for services and medications.
6. Have an adequate supply of needed medications and equipment on hand.
7. Have a back-up plan for items such as respirators or oxygen.

For Residents with Pets and/or Service Animals

1. Pet owners are responsible for disaster planning for their pets.
2. If evacuation and sheltering are necessary, do not leave your pet behind and do not use your pet as an excuse not to evacuate. The media will identify pet friendly shelters. These are, usually, limited to dogs and cats. The www.scgov.net website provides a printable set of “Pet Shelter Rules” that must be agreed to by signature at the shelter. Shelters require a copy of the vaccination items mentioned above. Owners are responsible for the care of their pet.

F. What To Do Preparing for, During and After an Event:

For hurricanes: as noted above, *as soon as a hurricane warning* is issued by Sarasota County, residents must remove all items from lawns, lanais, and loggias. Items must be secured *inside* in order not to become projectiles. These items include patio furniture, hanging plants, pots, flags, grills, hoses, decorative items, etc.

Pre-Event Plan: A *hurricane watch* is issued 36 hours before an expected storm is to “hit.” A *hurricane warning* is issued 24 hours out.

72 hours or three days prior to the expected storm:

- Monitor local news and storm movement
- Review preparedness plan
- Gather supplies
- Check batteries
- Refuel vehicles and equipment
- Begin securing loose items
- Put hurricane shutters in position

48 hours or two days prior to the expected storm:

- Monitor local news and storm movement
- Activate preparedness plan

- Consider evacuation needs and options
- Begin securing home and pets
- Ensure you have necessary food, medicine, water and supplies

24 hours or one day prior to the expected storm:

- Monitor local news and storm movement and updates
- If you have not evacuated, secure a room(s) in your home to use as a “safe room.” An interior room or hallway, with little glass, often a closet or bathroom.
- If you have not secured all outdoor items, complete this task
- Fill bathtubs and sinks with water to ensure you have additional water
- Notify a key person on your Notification Plan on your plan to stay or evacuate
- Invite friends and family members to stay with you, bringing their own supplies, if they are in an evacuation zone and you are safe
- If you plan to evacuate, have your evacuation site planned. Make sure it is not in a zone specified for evacuation. Move at a steady pace. Do not panic. Turn off gas, water, and electricity; lock windows and doors

During the Event: All residents must ensure their personal safety and those of family and pets. Sarasota County Emergency Personnel will not respond until winds are less than 45 miles per hour. However, if there is a *life-threatening* emergency, call 911.

After the Event: All residents must ensure their personal safety and those of family and pets. Residents should not open or leave their home until all signs of the storm have subsided and winds are less than 45 miles per hour.

Place a white or red cloth on the garage light indicating you need assistance.

Recovery Phase: Once the storm has subsided and the situation is assessed as to the health, wellbeing, and safety of the Turtle Rock community, the Turtle Rock Board of Governors Emergency Powers *may* be implemented.

Residents and homeowners, whenever possible, should photograph and video any damages. Residents should check on neighbors and help, whenever possible. To the extent you are physically able, and without causing injury to yourself or others, work to clear the sidewalks and streets around your home. This will help with emergency vehicle entrance and with the egress of neighbors in need of supplies and medical equipment.

Residents who were off-site during the event should check local news and the Sarasota County website for updates on local conditions before attempting to re-enter the community. Whenever possible, the [Turtle Rock website](#) will be updated with critical information to help homeowners and residents. For those who evacuate, proper identification will be required for re-entry into Turtle Rock.

For non-hurricane disasters:

Tornado

- Pay attention to the Code Red warnings
- Listen to local radio and TV
- Move to a “safe room” with family and pets. This should be an interior room or doorway. If you are using a bathroom, consider getting in the tub and, when possible, pull a mattress or similar over you to protect you from debris and glass
- Stay away from windows, glass doors, and skylights
- Do NOT try to outrun a tornado in your car
- If caught outside, lie flat and face-down in a nearby ditch or depression
- Provide assistance to neighbors whenever possible

Flooding

- Listen to local radio and TV for flood updates.
- Check the supplies in your Preparedness Kit
- Move valuable objects to higher ground, placing them on shelves, tables and counters
- Shut off electricity to the entire house before the house is flooded
- Be observant of downed power lines
- Avoid walking in water
- Have a plan for evacuation
- Notify person identified within your Notification Plan as to your status and your plan to stay or evacuate
- Do not eat food that has come in contact with flood water
- Drink only bottled or purified water
- Contain and control all pets

L. Turtle Rock Tennis Court Use Policy

1. The courts are to be used only during the hours of 8:00 am and 10:00 pm as posted in the Turtle Rock Owners' Manual (TROM).
15. The tennis courts are only for the use of Turtle Rock residents, family and their guests. A Turtle Rock resident must be on the court at all times when non-residents are playing.
16. The tennis courts are to be used for tennis only. No dogs, toys, or skateboards are allowed on the tennis courts.
17. There is no reservation system. The courts are available on a first come, first served basis.
18. As has been our policy in the past, singles play cannot exceed one hour, and doubles play is not to exceed ninety minutes if other residents are waiting to play. Persons waiting to play should courteously notify players from outside the fenced area that they are waiting for a court to become available.
19. Persons not involved in tennis play must remain outside of the fenced area.
20. All common rules of tennis etiquette per USTA Friend of a Court 2018 Handbook of Rules and Regulations should be followed.

Clinics and Private Lessons

1. Any individual Turtle Rock resident or Turtle Rock group (Men's Club, Women's Club or Young Families Club) has the right to invite in, as their guest, a professional (pro) to provide lessons. A clinic or lesson is subject to the first come, first served policy. Remuneration is allowed.
21. In a like manner, a resident who is a tennis instructor may use the courts in providing lessons to other Turtle Rock residents, their family members and guests. However, a tennis instructor resident may not solicit or invite non-resident members of the general public into Turtle Rock for the purpose of providing private lessons.
22. There must be proof of insurance from the professional presented to management. Management must have current information of any pro providing lessons on Turtle Rock tennis courts.
23. The Turtle Rock Homeowners' Association is not liable for any injuries sustained on the courts.

Turtle Rock Women's Club

The Turtle Rock Women's Club has a longstanding Tuesday 8:30 a.m. - 10 a.m. reservation. Adopted by the Turtle Rock Board of Governors 12-5-2017.

M. Turtle Rock Natural Assets Policies: Ponds, Alligators, Preserves, Wetlands, and Preserve Buffers

Turtle Rock Pond Management: A Brief Policy Summary

Turtle Rock Natural Assets Committee has a mandate from the Board of Governors to monitor and manage the community's 31 stormwater retention ponds.

The primary function of the retention ponds is flood control. The committee helps to assure the retention ponds function as designed by Sarasota County in conjunction with Palmer Ranch Master Development Plan to promote ecologically healthier ponds. The committee also strives to mitigate shoreline erosion behind homes.

Key to these efforts are planting and maintaining aquatic plants on littoral shelves and along pond shorelines; maintaining grass borders known as low maintenance zones (LMZs); and in severe cases of erosion, shoreline restoration.

Aquatic plants: Aquatic plants efficiently filter pond water and improve its quality. The Palmer Ranch Environmental Technical Manual requires a littoral shelf of no less than thirty percent of each stormwater retention pond or series of interconnected ponds. It also requires that at least three beneficial native species be maintained throughout each littoral zone. Having aquatic plants supports the food chain, allowing birds and other wildlife to live in and near the ponds. Pond plants help mitigate algae blooms, too.

LMZs: Current research specifies that an approximately two-foot-wide LMZ maintained at approximately 8-12 inches high reduces runoff and shoreline erosion. The committee maintains these specifications for Turtle Rock's LMZs.

Shoreline erosion restoration: The first phase of the shoreline restoration program is underway. The committee has categorized erosion based on recorded vertical drop-off measurements (Tiers 1-3). The most severe (Tier 1) are being addressed. Only those portions of shoreline that are badly eroded have been or will be recommended for restoration.

Challenges: Algae blooms, fish die-offs beyond natural attrition, or growth of non-native or invasive plants such as cattails are reviewed and removed as needed. Existing plant growth on littoral shelves is largely required to meet county standards and committee specifications for healthy ponds. Floating vegetation is often mistaken for grass clippings, when it is more likely to be beneficial native tape grass that has been severed by fish nibbling near the base of the stems.

Treatment: The committee is mindful of the types and quantities of chemical treatment our vendors use, and such treatment is applied only when needed to control invasive plants. Having aquatic plants in place *reduces* the need for chemical treatment. Turtle Rock pond vendors also employ manual removal of plant matter when appropriate.

Adopted by Board of Governors May 3, 2022

Turtle Rock Community Association, Inc. Alligator Policy

Alligators are an important part of Florida's landscape and play a valuable role in the ecology of our state's wetlands. Alligators are federally protected by the Endangered Species Act as a Threatened species and as a Federally-designated Threatened species by Florida's Endangered and Threatened Species Rule. Alligators are predators and help keep other aquatic animal populations in balance. It is important to ensure that people and alligators can continue to coexist. We want residents to consider Turtle Rock's alligators as wildlife to be admired and respected.

In Florida, serious injuries from alligators are rare. Nevertheless, living safely with alligators relies on taking common-sense precautions:

- Don't feed them. It is illegal to do so. Feeding them can cause them to lose their natural fear of people.
- Don't walk the edge of ponds when you can avoid it, and do not bring small children or dogs to ponds' edges. Keep pets on a leash.
- Leave the alligators alone. Watch for alligators relaxing nearby and give them plenty of space. Don't swim or wade in the ponds.
- Know that alligators are mostly active between dusk and dawn and during mating season, typically April-June in Florida.

When residents ask to have an alligator removed, they are typically asked if the alligator is being aggressive. Generally, a non-aggressive alligator can be left in peace. If an alligator is "removed", then in accordance with Florida Fish and Wildlife Commission ("FWC") guidelines, it is sold for its meat and hide – it is not simply relocated. (For more information see FWC, Alligator Management Program, MyFWC.com/Alligator).

Management will use the following procedure regarding of alligators from Turtle Rock:

1. Any resident who believes an alligator poses a threat to people or pets should call the Turtle Rock Management office (Certified Association Manager or "CAM").
2. The CAM will make an assessment of whether the alligator is aggressive and a threat to people or pets. The CAM will explain to the resident Turtle Rock's general policy to co-exist with alligators, and that the alligator will eventually be killed if removed. Alligators less than 4 feet in length are not considered a threat and will not be removed.
3. If the CAM determines that the alligator is a threat and should be removed, the CAM will contact the FWC Nuisance Alligator Hotline and request a permit for the removal of the aggressive alligator.
4. Per FWC rules, FWC will issue the permit directly to an alligator trapper, specifying the number of alligators that the trapper may harvest on that permit, and the trapper will advise the CAM that the permit has been issued.
5. The permit will not be modified during the period it is in effect to increase the number of alligators to be harvested, unless the CAM has received complaints regarding additional alligators and agrees that the increase is appropriate. Under no circumstances will the number of alligators authorized by the permit exceed the number of alligators determined by the CAM to be aggressive based on a complaint or complaints made by Turtle Rock residents. The CAM will take care to assure that multiple complaints do not relate to the same alligator before adding any alligators to the permit.
6. The trapper will be admitted to Turtle Rock on a permit-by-permit basis to remove the aggressive alligator.

7. The CAM will request that the trapper keep the CAM informed of the progress of any alligator removal.
8. With respect to each complaint for which a permit is requested from FWC, the CAM will keep a record of the date of the complaint, the name and address of the complainant, details regarding the complaint, the number of alligators which the permit allows to be removed, and the date that the removal has been completed.

Turtle Rock will withdraw from and will not participate in the FWC Targeted Harvest Area program. That program provides the trapper with more discretion to remove alligators than is permitted by this policy.

Adopted by Board of Governors September 6, 2022

Turtle Rock Preserve, Wetland, and Preserve Buffer Management: A Brief Policy Summary

Turtle Rock Natural Assets Committee has a mandate from the Board of Governors to monitor and manage the community's surface water management system, which includes all preserves, wetlands, and preserve buffers. Turtle Rock Community Association is responsible for the operation, maintenance, and regulatory compliance of all drainage, preservation and conservation/open space areas in accordance with the regulations and requirements of Sarasota County and other permitting agencies.

A primary function of the preserves, wetlands, and preserve buffers is flood control and related water quality management. Preserves, wetlands, and their buffers are also mandated for conservation purposes, including the preservation of designated historical, environmentally sensitive, or archeological areas such as the forested archeological site between the divided lanes of Turtle Rock Boulevard just north of the athletic courts. Finally, preserves, wetlands, and preserve buffers contribute to Turtle Rock's quality of life, with habitat for wildlife and a nature trail (Turtle Trail) for resident enjoyment.

The Natural Assets Committee helps assure the preserves, wetlands, and preserve buffers function as designed by Sarasota County in conjunction with the Palmer Ranch Master Development Plan.

Key to these efforts are fostering the health of native plants, managing water flow in and out of ponds, and periodically removing invasive plants from a 30-foot buffer area bordering the preserves. The Natural Assets Committee is also charged with assuring Turtle Rock's conserved areas are not damaged by human interference.

Nature trail, and resident use of preserves, wetlands, and preserve buffers: Turtle Trail is an approximately 1.5 mile nature trail with its trailhead behind the community center. Residents and their visitors are encouraged to walk the trail at their own risk, adhering to its rules (including but not limited to "leave no trace," dogs leashed at all times, no weapons, no fires, and no motorized vehicles except for mobility aids such as wheelchairs). Residents are also permitted to walk in other portions of the preserves but may not clear paths or remove brush to do so.

Residents are strictly prohibited from making changes to the preserves, wetlands, or preserve buffers. Specifically, residents may not cut or remove plants or trees (with the exception of removal of branches overhanging resident property, which must be approved by the ARC and performed by a certified arborist). Residents are prohibited from dumping lawn waste, brush, or any other materials in these areas. Residents are not permitted to feed, harm, trap, or otherwise attend to wildlife in any common area, preserve, or waterway. The exception to this prohibition is fishing. Residents are prohibited from having outdoor lighting that spills into or illuminates preserves, wetlands, preserve buffers, ponds, or common areas.

Challenges: Invasive plants such as Brazilian peppers and others are removed from a 30-foot preserve buffer area on a regular basis. The Turtle Trail is kept cleared for resident use, and certain areas adjacent to ponds may be trimmed to allow vendor access for pond management. A vendor licensed for work in preserve, wetland, and preserve buffer areas performs these duties, as required by the county.

Treatment: The committee is mindful of the types and quantities of chemical treatment our vendors use, and such treatment is applied only when needed to control invasive plants. Turtle Rock vendors also employ manual removal of plant matter when appropriate.

Adopted by Board of Governors October 18, 2022

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