

Welcome to the Villa Vivaci Neighborhood
A Deed Restricted Community
Governed by the
Villa Vivaci Homeowners Association



RESIDENT GUIDE

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WELCOME

Welcome to the Venetia Community and, especially, to the Villa Vivaci Neighborhood.

The Venetia Community consists of five Home Owner Associations: the master association, Venetia Community Association (VCA) and four sub-associations: Villa Vivaci Neighborhood Association (VVNA - our villa neighborhood), Villa Paradiso Neighborhood (VP - villa neighborhood by the Woodmere entrance), Casa Di Amici (CDA - condos) and Venetia Neighborhood Number One (VNA One - single family homes).

All of our community residents are members of two homeowner's associations. In our case, we are members of both the Venetia Community Association (VCA) and the Villa Vivaci Neighborhood Association (VVNA).

The Villa Vivaci Neighborhood Association (VVNA) is the governing body for our 66 villa neighborhood and the Venetia Community Association (VCA) is the governing body for the entire community. The mission of our Association is the maintenance of our neighborhood, which includes the common areas, the pool area and exterior landscaping.

There are many opportunities to be meaningfully involved in our neighborhood. Consider becoming a member of the Board of Directors or volunteering for one of our committees: ARC (Architectural Review Committee), Grounds Committee, By-laws/Legal Committee, Project Committee, Pool Committee, Social Committee or Welcome Committee.

Please review the information in this guide and use it as a reference resource. For more complete information on the Venetia Community and Villa Vivaci, please refer to the By-laws and Covenants publications that you should have received when you purchased your villa. Digital versions of both, as well as other information, can be found on the community website:

Website: <https://www.venetiacomunity.com>

Password: sunshine

Free Public Wi-Fi at the Venetia clubhouse:

Network: Clubhouse

Password: poolandspa

Free Public Wi-Fi at the Villa Vivaci Pool: beginning May 31, 2025

Network: Fision WiFi by Hot Wire

Password: Poolcabana1

Official Facebook Page: Venetia Community Residents (does not allow replies)

Unofficial Facebook Page: Friends of Venetia (allows replies to posts)

This document will be updated annually at the beginning of each new year and will be posted to the website.

**HOMEOWNERS REFERENCE GUIDE
IMPORTANT INFORMATION TO KNOW**

A. Management Company for VCA and VVNA

Sunstate Association Management Group

PO Box 18809, Sarasota, FL 34276 Venice Office: 228 Ponce De Leon Ave

Phone: 941-870-4920

Email: brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com

(Please send emails to both addresses)

Website: <https://sunstatemanagement.com>

Brian Rivenbark – Community Association Manager

B. Vantaca Resident Portal: <https://home.sunstatemanagement.com>

This site offers a means to pay quarterly dues, view account activity and history, access documents and forms, submit requests to Sunstate such as ARC, service requests, general questions and provides emails that are broadcast community wide. Each resident has two accounts in the system, one for VCA and one for VVNA.

C. Quarterly Association Dues: Due on the first of January, April, July and October to VCA and VVNA. Log in to the Vantaca Resident Portal for the current dues amounts. See page 4 of this document for payment options.

D. Basic Cable Services: Fees are included in your Venetia community dues.

- **Comcast (Xfinity)** is the provider until May 31, 2025
1617 US 41 By-pass, Venice, FL 34293

Phone: 888-266-2278
- **Hotwire (Fision)** will be our cable provider beginning June 1, 2025*
<https://gethotwired.com> Access code 72567 or use your account number
Phone: 239-217-3262
*residents can complete installation and begin services with Hotwire before June 1, 2025

E. Refuse Removal: Fees for refuse removal are included in your property taxes.

- **Waste Management** is the provider for all refuse until March 30, 2025.
Phone: 941-493-4100
- **Waste Management** will continue to be the provider for recycling and yard waste after March 30, 2025
Phone: 941-493-4100
- **FCC Environmental Services of Florida, LLC** will be the provider for solid waste in unincorporated Sarasota County South beginning March 31, 2025.
Phone: 877-642-3702

The collection day until March 30, 2025 is Friday. The collection day after March 31, 2025 will be Thursday.

Refuse, recycle cans and yard waste should be placed at the curb not later than 7:00 am on collection day and no earlier than 5:00 pm the day prior. The cans should be removed from the street in a timely manner after collection.

- F. **Gate Entry System**: The only means of entering the property by vehicle is with an RFID sticker on your vehicle or through the visitor's gate using an entry code. Contact the gate committee to purchase an RFID sticker and verify the gate code entry for visitors: venetiagates@gmail.com

To give access to a visitor reaching you through the call box system, press 9 on your telephone after answering the call.

- G. **Walking Gates**: There are three walking gates in the community: at the Jacaranda entrance, the Woodmere entrance and behind the condos that leads to the Walmart shopping center. You should receive a key to the walking gates from your seller or contact Sunstate Association Management at 941-870-4920 or at brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com
- H. **Villa Vivaci Pool Key**: You should receive a key to our neighborhood pool from your seller or contact Sunstate Association Management at 941-870-4920 or at brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com
- I. **Community Clubhouse and Pool Entry FOB**: You should receive a FOB to the Venetia clubhouse and pool from your seller or contact Sunstate Association Management: 941-870-4920 or brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com
- J. **USPS Mailboxes** are located at the Villa Vivaci pool area. You should receive a key and box location from your seller or contact Venice Annex Post office at 941-485-0995, hours 10:00 AM to 3:00 PM. Any issues pertaining to mailbox locks should be addressed with the Venice Annex Post Office.
- K. **Board Meeting** notices for Villa Vivaci are eblasted to residents and posted by the mailboxes at least 48 hours prior to meeting dates.
- L. **Activities** for Villa Vivaci are posted by the mail boxes.
- M. **By-laws and Covenants** should be provided to buyers by sellers. If you have not received copies, you can find them on the Venetia website under the Villa Vivaci page or contact Sunstate Association Management for these documents 941-870-4920 or brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com.

FOR ALL MATTERS RELATING TO THE VENETIA COMMUNITY OR THE VILLA VIVACI NEIGHBORHOOD, CONTACT SUNSTATE ASSOCIATION MANAGEMENT at 941-870-4920 or brian@sunstatemanagement.com and teambrian2@sunstatemanagement.com.

DUES PAYMENT OPTIONS

Payment by Check

Mail your assessment payment to the processing center below for prompt & accurate processing:

Your Association Name c/o

Sunstate Management

P.O. Box 628207

Orlando, FL 32862

1. Include your payment coupon with your check to ensure your payment is accurately processed to your account. On the memo line note your NEW Account #. The new account number can be found in the new coupon book or on your website portal. **home.sunstatemanagement.com**
2. If you are paying for multiple properties, please send a **separate coupon and check** for each property to ensure payments are posted to the correct account.
3. Postdated checks will be processed the same day they are received.
4. Write "U.S. Funds" on the check drawn on a Canadian bank account.

Your Bank's Bill Pay Service

If you currently utilize your bank's Bill Payment Service, please do the following:

1. Delete the existing payment profile. Create a new profile using the address information above and the new bill payment account number listed on the payment coupon. This number is unique to each property address and is required to post bill payments via the lockbox processing center.
2. Ensure the check is made payable to your association and the memo portion includes the information outlined on your payment coupon. Please enter this into your bill pay profile as a memo.

Truist ACH Withdrawal: Free Service

To enroll online, go to **Truist.com/payments** and click the "Pay Now" link. Enroll online through the 25th of the month to be effective for the next debit month. Payments are deducted on the third of the month.

If you are currently enrolled in ACH payments through your association's previous bank, those will be cancelled on your behalf effective 12/31/2024.

Pay Online Via Website Portal (Preferred Payment Method)

Sunstate Management now offers additional payment methods for homeowners to pay their assessments. Please visit our website **home.sunstatemanagement.com** for these payment options:

Vantaca Pay is quick, accurate, and posts within minutes to the account balance.

- One-Time eCheck
- One-Time ACH direct debit
- Recurring eCheck - Recurring direct debit withdrawal allowing owners to determine the date of the debit.
- Credit Card - All credit cards are accepted. Service fee applies and is charged at the time of payment.

If you have any questions regarding the payment options, contact Sunstate Association Management through the Vantaca resident portal "Submit a Request" page, click on General Request, and choose the Billing Question option.

DEED RESTRICTED COMMUNITY

You should have received, from the seller of your unit, a copy of the Villa Vivaci Neighborhood Association's Covenants and By-laws, dated May 1, 2001. It is the official document that outlines the operation of our association in accordance to laws of the State of Florida. If you did not receive a copy of that document, it can be found on the community website. You may also obtain a printed copy for a nominal cost through our management company. For better understanding of the content, a summary of significant sections regarding grounds maintenance and changes to your landscape or exterior building structure follows.

GROUPS MAINTENANCE

Our association has a contract with a landscape company responsible for the maintenance of our grounds. That contract includes mowing grass, fertilizing, irrigation, mulching and pruning. Mowing is done weekly from May through October and bi-weekly from November through April. Other landscaping services are done throughout the year. There is a committee that evaluates the grounds maintenance on a regular basis. Pruning is done in accordance with the community standards developed by the Villa Vivaci Neighborhood Association. **Individual homeowners are prohibited from directing the landscape working crew to alter those standards for their individual property.** Our goal is to maintain a standard of excellence and consistent appearance throughout the Villa Vivaci community.

ALTERATIONS TO GROUNDS AND BUILDING EXTERIOR STRUCTURE

Our Covenants and By-laws require any alteration you wish to make to the exterior of your property or structure (add/remove/repair/ replace shrubs, flowers, pavers, hurricane protection, etc) require you to identify, in detail, your plans by completing an ARCHITECTURAL REQUEST FORM and/or LANDSCAPE/IRRIGATION REQUEST FORM. The ARC form must be completed, in detail, including the second page of the form, and be submitted to the chairperson of the ARC Committee. Completed forms are reviewed and presented to the board for review and approval. Guidelines to help homeowners with this process are listed on the following page.

ADDITIONALLY

Each homeowner has the responsibility of helping the association maintain a model community by keeping their driveway, walkway and patio pavers clean and free of moss, mold and mildew. This can be accomplished by power washing (or using an effective way of cleaning of your choice). This usually needs to be done after the humid and rainy summer months which fosters the growth of mold and

mildew and is done at the homeowner's expense. If your property is not up to the community's standards in this regard, you will be notified by e-mail.

DECLARATION OF COVENANTS

Partial Table of Contents for "Declaration of Covenants, Conditions and Restrictions for Villa Vivaci Neighborhood Association"

(Go to Docs & Forms on the Venetia, Villa Vivaci website for the complete documents)

Article V (Maintenance) page 8

Section 1 Neighborhood Association Responsibility

Section 2 Owner's Responsibility

Section 3 Party Walls

Section 4 Cooperation with Master Association

Article XIII (Architectural Standards) page 22

Section 1 Architectural Standards

Section 2 Architectural Review Committee

Section 3 Type of Dwelling

Section 4 No Waiver of Future Approvals

Section 5 Variance

Section 6 No Liability

Section 7 Compliance

Article XIV (Use Restrictions) page 25

Section 1 Signs

Section 2 Parking and Prohibited Vehicles

Section 3 Occupants Bound

Section 4 Animal and Pets

Section 5 Annoyance

Section 6 Unsightly or Unkempt Conditions

Section 7 Antennas

Section 8 Clotheslines, Garbage Cans, Tanks, etc.

Section 9 Subdivision of Lot/Unit and Timesharing Section 10 Pools

Section 11 Tents, Trailers and Temporary Structures

Section 12 Wells and Drainage

Section 13 Tree Removal

Section 14 Sight Distance and Intersections

Section 15 Utility Lines

Section 16 Air Conditioning Units

Section 17 Lighting

Section 18 Artificial Vegetation, Exterior Decorations and Similar Items

Section 19 Energy Conservation Equipment

Section 20 Wetland, Lakes, Water Bodies, Conservation or Reserve Tracts and Easement

Section 21 Fences

Section 22 Business Use

Section 23 On-Site Fuel Storage

Section 24 Play Equipment
Section 25 Window Coverings
Section 26 Mailboxes
Section 27 Roadways, Sidewalks, Driveways

ARC/Grounds Committee Guidelines for Review Article XIII And Restrictions Article XIV Governed by Covenants and By-laws

Below is an overview of Architectural Guidelines that were previously established and distributed by the Villa Vivaci Neighborhood Association Board of Directors. These guidelines were established by the board to provide clarification as to what is allowed and ensure uniformity throughout our community. These guidelines should be used when considering a situation that exists or is planned, and to provide a set of guidelines to the VVNA ARC and the board when considering approval of requests or to assess an existing situation. Any additions or revisions to existing property must be identified in detail by completion of either a VVNA Architectural Variance Request form or a VVNA Landscaping/Irrigation Request form depending on the type of request and approved by the ARC/Grounds Committee and the VVNA Board. PLEASE NOTE THAT BOTH PAGES OF THE RELEVANT FORM MUST BE SUBMITTED.

As a member of the Villa Vivaci Neighborhood Association, it is each homeowner's responsibility to maintain and follow VVNA community standards to ensure consistency throughout the neighborhood. Larger projects such as new window installation, replacing an air conditioning unit, hurricane shutter installation, a lanai enclosure, etc. must be done by a licensed contractor as required by the State of Florida and a Sarasota County Building Permit may also be required. VVNA homeowners are required to work with a licensed/ insured contractor for these types of projects and obtain any required building permits. (For reference, guidelines are posted on the website as to when a Sarasota County building permit is needed. You may reach Sarasota County at 941-861-5000 or at www.scgov.net).

VVNA GUIDELINES

Border Edging

Installation along either or both sides of the walkway, from garage to front door is acceptable.

Edging should be approximately 2-3 inches in width and no more than approximately 4 inches in height as measured at the ground surface. The edging color should match as near as possible to the sidewalk pavers, but if that is not possible, they shall be inconspicuous, dark in color and not bright such as white or yellow, etc.

Edging should not be installed around flowerbeds or on either side of the driveway including the island, which separates both villas.

Artificial Vegetation, Exterior Decorations and Similar Items

No artificial vegetation shall be permitted on the exterior of any portion of any unit.

Exterior decorative urns or sculptures are permitted if located only in the area of the front door, the 3-foot x 8-foot rectangular surface adjoining the sidewalk or on the rear or side patio if installed. They are limited to 30 inches in height, and two in number at both the front, side patio or rear patio location.

Potted flowers are permitted as above, but with a limitation of the container being no greater than 16 inches in height. Wall hangings in the alcove adjacent to the front door, below the block glass bathroom

window, shall be no larger than 36" x 36". All decorations are to be removed when the homeowner departs at the end of the season or for an extended period of time, or in the event of severe weather. All other exterior decorations must be approved with an ARC request in accordance with Article XIII.

Garage Doors and Screens

Garage doors are to be generally closed at all times, except for ingress and egress *or if working within the area*. Garage door screens will not be permitted by the ARC. There shall be no coverings on the garage door windows.

Ground Lighting

The light housing should be black or copper in color, but black is preferable.

The light housing should not exceed approximately 16 inches in height as measured at the ground surface. The spacing between each light should be no less than 6 ft. alongside the walkway. The lights may be installed that point up reflecting off the villa wall structure.

Hose Storage

The hose may be stowed in a storage container, curled on the ground, on a roller or on a hanging bib (bib attached to the villa side and no more than 40 inches in height from the ground surface to the top). The storage should be as inconspicuous as possible (e.g., boxed in with bushes on each side.)

Hurricane Protection

Various forms of hurricane/wind protection are available. Externally mounted systems can be installed whenever a named storm is located in the Atlantic or Caribbean Basins. All exterior mounted systems must be removed or retracted within 7 days from when the named storm has either exited north of the state of Florida, or has been downgraded to a tropical depression.

Hurricane/wind protection is to be used only during the above stated periods and purposes and may not be used as a form of security or shading.

Lounge Chairs, Wrought Iron Chairs/Tables, Cooking Grills

Lounge chairs, wrought iron chairs/tables and cooking grills are permitted to be placed on the 3 ft. X 8 ft. rectangular surface adjoining the sidewalk at the villa front door or on the patio at the rear or side of the villa if so constructed. Cooking grills may be kept in the garage when not in use and brought out to the driveway when in use. They may not be left in the driveway overnight.

Planting of Annual Flowers

Planting of annual flowers are permitted along the walk opposite the garage wall, the villa side wall from the air conditioner to the rear of the villa and at the rear of property without ARC/Grounds approval. NO annual flowers are to be planted along the garage wall, in the pygmy palm garden at the end of the walk at front of the villa or in the center driveway island between the villas. It is the responsibility of the homeowner for the care of any flowers planted and removal of any dead plants/flowers.

Planting or Removal of Shrubs/Trees

Planting or removal of any shrubs or trees requires approval from the ARC Committee. A Landscape/Irrigation request form should be completed and submitted for these requests. Shrubs and trees may only be removed if they are diseased, dead or dying, or for safety reasons. Removal of shrubs and trees shall include removal of the root stump. Replacement shrubs/trees must be approved and consistent with overall community standards.

Porch Screen and/or Doors, Gutters, Patios

Addition of porch entry enclosure screens and/or door, gutters and patio are permitted with ARC approval. The porch entry screen must be bronze in color (Sherwin Williams BR26-Medium Bronze).

Self Pruning and Trimming

Maintenance (Pruning and Trimming) by the homeowner is allowed as long as each of the conditional requirements which were identified in a mailing to each homeowner on June 22, 2005 are followed. The subject of the communication was "Pruning and/or Trimming of Bushes and Trees".

Satellite Dishes

Satellite dishes of up to approximately 18 inches may be installed with approval as to placement on the property to limit its visibility as much as possible.

To: Homeowners of Villa Vivaci

6-22-05

Subject: Pruning and/or trimming of bushes and trees

Background:

Each homeowner must recognize that landscape maintenance of all grounds, both common and home owner, is the responsibility of the Villa Vivaci Homeowners Association in accordance with Article V, Section 1 of our Declaration of Covenants, Conditions and Restrictions, dated May 1, 2001. However, it has been experienced that some home owners insist they manage their own pruning and/or trimming or dictate their desires to our maintenance contractor that results in inconsistent appearance of our grounds.

In the best interest for our community, it becomes necessary that landscape maintenance pruning and/or trimming guidelines be set by the Board of Directors to assure our neighborhood remain a model community that we can be proud of and that will enhance our property value. With that in mind, a sub-committee was formed consisting of two board members, two home owner non-board members, and the field supervisor from our landscape maintenance contractor MRT.

The sub-committee conducted an extensive grounds review to propose guidelines for both common and home owner grounds pruning and/or trimming practices for most of the typical landscape shrubs/trees. Excluded, in accordance with Article V section 1. (a) (i) & (ii), are those shrubs/trees that the home owner may have planted. Those plantings will be monitored by the ARC (Architectural Review Committee) for any pruning issues. Each of the typical items reviewed were photographed for reporting purposes and future reference.

The sub-committee then reported their proposal to the Board for approval and implementation with MRT, and communication to each home owner of actions taken.

Board Actions Taken Effective 6-09-05

Attachment I is a listing of the typical landscape shrubs/trees reviewed along with guidelines communicated to MRT. While it is recognized by the Board that some home owners take great pride and interest in performing (to some extent) their own maintenance (eg. any combination of pruning, watering, fertilizing), these home owners must accept responsibility as follows:

1. Their maintenance practice must follow the guidelines in Attachment I.
2. Should the shrub/bush die, the ARC will review the situation with the home owner and determine if they must replace it at their own expense, and with the identical type item.
3. If homeowner wishes to replace the shrub/tree with a different type, they must get ARC approval.
4. They must notify Todd Gates at Lighthouse Management **in writing** of their intent to perform self-maintenance. Mr. Gates will communicate that information to the Board of Directors and MRT.

The Board hopes that each homeowner recognizes the need for the action the Board has taken and will cooperate to the fullest extent.

The Board of Directors

<u>Photo Ref</u>	<u>Item</u>	<u>Guidelines</u>
1.	Leather Fern*	prune lower limbs to prevent overlay on other plants
2.	Juniper*	prune perimeter to control outgrowth
3.	Washington Palm*	prune lower limbs as necessary and/or to clear walkway
4.	Podo Carpus	max. allowable height 5 ft., prune square to max. 22 inch width
5.	Viburnum	max. allowable height 4 ft.
6.	Hibiscus	max. allowable height 42 inch, prune as necessary and/or to clear villa wall. Exception is max. allowable height 5 ft. for mail box and back of pool house.
7.	Croton*	prune to clear other plant beds
8.	Christmas Palm*	prune as necessary and/or to clear villa wall
9.	Sago Palm*	prune lower limbs for ground clearance
10.	Dragon Palm	max. allowable height 8 ft., prune min. to 4 ft.
11.	Ginger Plant	max. allowable height 3 ft., prune selected limbs to ground level and to clear walkway
12.	Ixora	max. allowable height 30 inch, prune to clear villa wall and walkway
13.	Japanese Tropicia	max. allowable height 6 ft., prune as necessary and/or to clear walkway
14.	Pygmy Date Palm*	prune as necessary and/or to clear walkway
15.	Variegated Dwarf Chefflora	max. allowable height 30 inch, prune to clear driveway
16.	Mexican Heather*	prune to control overlay to other plants
17.	Indian Hawthorne	max. allowable height 2 ft., prune to control overlay to other plants
18.	Mirror Leaf Viburnum	max. allowable height 4 ft., prune as necessary and/or to clear villa walkway. Exception is for villas built closely with single row planting between units on property centerline, max. allowable height 6 ft.

*Pruning is not allowed to reduce height for these items

Note: Other larger palm and oak trees scattered throughout our community will be pruned only at the discretion of MRT. Also, MRT will not under any circumstances prune in the preserve or wet lands. Measurements are approximations and should be met with reasonable accuracy. A clear path walkway must be available between villas with close proximity to each other for safety reasons.

6-22-05



1- LEATHER FERN



2- JUNIPER



3- WASHINGTONIA PALM



4- PODOCARPUS



5- VIBURNUM



6- HIBISCUS



7- Croton



8- Christmas Palm



9 Sago Palm

ATTACHMENT-I
PAGE 3 OF 3



10-DRAGON PALM

11- GINGER PLANT



12- IXORA



1- JAPANESE TROPICANA



14-DWARF DATE PALM



15-VARIEGATED DWARF SCHEFFLERA



16- Mexican Heather



17 Indian Hawthorne



18 Mirror Leaf Viburnum

Villa Vivaci Neighborhood Association Architectural Variance Request

(For new Architectural Variance requests, complete this page only. For requests regarding landscaping or irrigation, please complete the Landscape/Irrigation form only.)

DATE ____/____/____

OWNER'S NAME: _____

ADDRESS: _____ LOT # _____

PHONE #: _____ EMAIL: _____

PROJECT REQUEST OVERVIEW (Please be specific in detail): _____

,

Please include clear and up-to-date complete drawings, (marked-up survey map and side elevations) with accurate dimensions, measurements and setbacks, literature from proposed vendor/contractor or any additional information to support this request.

CONTRACTOR COMPANY/CONTACT _____

CONTRACTOR PHONE #: _____ LICENSE # _____

CONTRACTOR HAS LIABILITY/WORKMAN'S COMP INSURANCE: YES ☐ _____
(Please request and provide a copy of Insurance Certificate for ARC files.)

PROJECTED START DATE: _____ PROJECTED COMPLETION: _____

The VVNA ARC committee has up to 45 days to approve all Architectural Variance requests. No work shall commence until ARC approval has been received. Site visits may be conducted to inspect project area and finished project. Property owner is responsible for any changes to original request. Any modifications to this Application will require resubmission to VVNA ARC.

I have read and understand the ARC Guidelines and the Villa Vivaci Neighborhood Covenants (Articles V, XIII and XIV) as posted on the website, and believe that this request meets all the applicable requirements.

Owner's Signature

Date

5-2022

FOR USE BY VILLA VIVACI NEIGHBORHOOD ASSOCIATION ARC

ADDRESS/REQUEST: _____

DATE RECEIVED: ____/____/____ DATE REVIEWED: ____/____/____

ADDITIONAL QUESTIONS OR INFORMATION REQUESTED BY ARC COMMITTEE/VVNA BOARD MEMBERS: _____

PROJECT APPROVED* ☐ DISAPPROVED** ☐ DATE: _____

COMMENTS: _____

VVNA Architectural Review Committee Date

VVNA Board Representative Date

***IF ARC APPROVAL IS GRANTED** – Please note this approval is conditional on obtaining all required Sarasota County permits and in accordance with any governmental guidelines as well as conforming to all applicable Villa Vivaci Neighborhood Association documents/guidelines.

****IF ARC APPROVAL DENIED** - If owner does not agree with non-approval of request and believes improvements are in accordance with and conform to community standards, owner may submit an appeal to the Villa Vivaci Neighborhood Association Board of Directors by sending a written letter for final determination.

5-2022

Villa Vivaci Neighborhood Association Landscape/Irrigation Request Form

(For new Architectural Variance requests, please complete the Architectural Variance Request Form.)

DATE ____/____/____

OWNER'S NAME: _____

ADDRESS: _____ LOT # _____

PHONE #: _____ EMAIL: _____

PROJECT REQUEST OVERVIEW (Please be specific in detail): _____

Please include clear and up-to-date complete drawings, (marked-up survey map and side elevations) with accurate dimensions, measurements and setbacks, literature from proposed vendor/contractor or any additional information to support this request.

CONTRACTOR COMPANY/CONTACT _____

CONTRACTOR PHONE #: _____ LICENSE # _____

CONTRACTOR HAS LIABILITY/WORKMAN'S COMP INSURANCE: YES _____

(Please request and provide a copy of Insurance Certificate for ARC files.)

PROJECTED START DATE: _____ PROJECTED COMPLETION: _____

The VVNA ARC committee has up to 45 days to approve all Architectural Variance requests. No work shall commence until ARC approval has been received. Site visits may be conducted to inspect project area and finished project. Property owner is responsible for any changes to original request. Any modifications to this Application will require resubmission to VVNA ARC.

I have read and understand the ARC Guidelines and the Villa Vivaci Neighborhood Covenants (Articles V, XIII and XIV) as posted on the website, and believe that this request meets all the applicable requirements.

Owner's Signature

Date

FOR USE BY VILLA VIVACI NEIGHBORHOOD ASSOCIATION ARC

ADDRESS/REQUEST: _____

DATE RECEIVED: ____/____/____ DATE REVIEWED: ____/____/____

ADDITIONAL QUESTIONS OR INFORMATION REQUESTED BY ARC COMMITTEE/VVNA BOARD MEMBERS: _____

PROJECT APPROVED* _____ DISAPPROVED** _____ DATE: _____

COMMENTS: _____

VVNA Architectural Review Committee

Date

VVNA Board Representative

Date

***IF ARC APPROVAL IS GRANTED** – Please note this approval is conditional on obtaining all required Sarasota County permits and in accordance with any governmental guidelines as well as conforming to all applicable Villa Vivaci Neighborhood Association documents/guidelines.

****IF ARC APPROVAL DENIED** - If owner does not agree with non-approval of request and believes improvements are in accordance with and conform to community standards, owner may submit an appeal to the Villa Vivaci Neighborhood Association Board of Directors by sending a written letter for final determination.

2025 Board of Directors and Committee Contacts				
Office	Name	Address	Telephone	Email
President	Madeline Salerno	4415 Via Del Villetti Dr	845-787-6693	madeline.salerno64@gmail.com
Vice President	Mike Kamps	4540 Cancelli Grande	920-948-0022	kampers37@gmail.com
Secretary	Betty Giambrone	4117 Bella Pasque	856-287-3860	giambroneem@gmail.com
Treasurer	Marci Shantz	4564 Cancelli Grande	941-882-3078	shantzymr2750@gmail.com
Director	Brian Caruso	4116 Bella Pasque	315-591-4849	venicecaruso1@yahoo.com

ARC Committee		
Sal Giambrone-Chair	856-287-7840	sgiambrone35@gmail.com
Brian Caruso	315-591-4849	venicecaruso1@yahoo.com
Grounds Committee		
Louise Gabbard-Chair	231-286-3415	louiseg944@gmail.com
Mary Zaar	847-668-1604	mgzaar@gmail.com
Deb Lohner	941-321-4779	jimdebs@gmail.com
Eric Barth	701-261-2451	pebarth1@gmail.com
Marilyn Rosenberg		mnmmrosen@aol.com
Legal and By-Laws Committee		
Steve Johnson-Chair	941-497-4270	sdj828@comcast.net
Pool Committee		
Deb Lohner-Co Chair	941-492-6301	jimbodebs@gmail.com
Joan Whitehead-Co Chair	941-412-5858	joansjade@gmail.com
Projects Committee		
Brian Caruso-Chair	315-591-4849	venicecaruso1@yahoo.com
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Ben Gabbard	231-286-3409	bcbgabbard@hotmail.com
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Mike Kamps	920-948-0022	kampers37@gmail.com
Sal Giambrone	856-287-7840	sgiambrone35@gmail.com
Social Committee		
Tricia Vogel-Chair	317-652-6060	triciavogel@gmail.com
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Barb Johnson	941-497-4270	bgi722@comcast.net
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Welcome Committee		
Alexis McErlain-Chair	941-492-9353	alexism.mcerlain9@gmail.com
Tricia Vogel	317-652-6060	triciavogel@gmail.com

PAINT COLORS
(Sherwin Williams-SW)

Stucco & Garage Doors.....	SW 2192 - Sunporch
White trim on Garage Corners.....	SW 2446 – Edelweiss
Front Door.....	SW 7006 – Extra White
Medallions.....	SW 7006 – Extra White
Trim, lanai, gutters and windows.....	SW BR26 – Medium Bronze

ROOF TILE SPECIFICATIONS

Tile Manufacturer	Eagle Roofing Products
Profile.....	Malibu Small Barrel Tile
Primary Roof Material.....	Terracambra Range
Eave Closure Color.....	Terracotta
Drip Edge Color.....	Medium Bronze
Mortar Color.....	To match tile color

2025 Board Meeting Schedule *
Meetings held at the Venetia Clubhouse

January 15, 2025	10:00 AM
February 19, 2025	10:00 AM
March 19, 2025	10:00 AM
April 16, 2025	10:00 AM
May 21, 2025	10:00 AM
June 2025	NO MEETING
July 16, 2025	5:30 PM
August 2025	NO MEETING
September 17, 2025	5:30 PM
October 15, 2025	10:00 AM
November 19, 2025	10:00 AM
December 17, 2025	10:00 AM

*Meeting dates, times and location are subject to change with appropriate advance notice to residents.

2025 Social Calendar

Dates and times subject to change due to weather

Saturday Coffees

All coffees are held on the SECOND SATURDAY of each month from 9:30 AM to 11:00 AM

at the POOL

<u>Date.</u>	<u>Residents providing goodies</u>
January. 18 *	Cancello Grande * (third Saturday)
February 8	Bella Pasque
March 8	Cancello Grande
April 12	Bella Pasque

Afternoon & Evening Events

SUNDAY , January 19 Clubhouse	5:00 PM	Soup & Salad Supper At Venetia
TUESDAY, February 18	5:00 PM	Taco Tuesday At our Pool
THURSDAY, March 27	5:00 PM	Pizza Party At our Pool
SUNDAY, April 6	2:00 PM	Ice Cream Social At our Pool
SUNDAY, April 20	3:00 PM	Villa Vivaci Easter Gathering At Venetia Clubhous



