

FREQUENTLY ASKED QUESTIONS (FAQ)

Where do I find the answer to my question?

This is a list of frequently asked questions, especially when new to Esplanade at Artisan Lakes (EAL). It provides a quick answer, but more importantly, it gives you a link to the official document that has more details.

This is organized into sections. For a full alphabetical listing, see the [Index](#) on page 22.

Feedback? Send an email to EALMemberCare@teamesplanade.com with the subject line of “FAQ” and they will forward it to the right person.

Document History:

Created by those responsible for maintaining the Member Handbook, Architectural Guidelines, Landscape Rules and Use Restrictions, and edited by volunteer residents.

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EAL General Info - Frequently Asked Questions (FAQ)

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WELCOME TO ESPLANADE AT ARTISAN LAKES (EAL) – GENERAL INFO

This section's questions are not necessarily covered in any specific document but they are questions that many homeowners ask.

Alligators in Ponds

- Alligators were here first so we co-exist with them. Please do not feed or get near them.
- Keep your children and pets away from the ponds.
- Assume any pond in EAL has an alligator in it, and remember they travel across land to get to another pond.
- If you believe an alligator is being aggressive, alert EALMemberCare@teamesplanade.com.

Backflow Filter

- Manatee County requires a backflow system and filter for each home, which is found in your front yard.
- You must have your backflow system inspected every year to comply with Manatee County regulations. The tag with the next inspection date is attached to the backflow pipe.
- There are several backflow vendors that do this for a nominal fee. Manatee County's website provides detailed information and a list of certified vendors. [Manatee County Certified Backflow Testers](#)

Board of Directors

- The Board of Directors for EAL is comprised of five resident volunteers, voted in by homeowners.
- Except for the first all resident Board, the Directors serve two-year terms, staggered. One year we elect two Board Directors and the next year we elect three Board Directors.
- Board Meetings are open to homeowners. The agenda is provided by Important Notice emails at least two days in advance, and posted at the Main Amenity Center.

CDD's

- There are two CDD entities, both with billings that come from Manatee County with your real estate taxes in the fall.
 - The first is the CDD for Debt Bonds originated by Taylor Morrison to build out the infrastructure for Artisan Lakes communities. These Bonds have staggered maturity dates, based on when they originated and are typically 30 years in length.
 - Homeowners may elect to pay off their share of bonds by calling Jim Ward, CDD Administrator to get the current payoff and instructions.
 - James P. Ward, District Manager
2301 Northeast 37th Street
Fort Lauderdale, Florida 33308
954.658.4900
 - The second CDD billing, also appearing on your tax bill, is for the Operations and Maintenance expenses to manage the CDD. The annual amount in 2024 was \$167.

Drones

- Drone use is governed by the FAA's Code of Federal Regulation (CFR) Part 107.
- Commercial drones may be used by commercial licensed vendors to inspect difficult to access roof tops, buildings and/or property damage; or to record aerial photos for real estate purposes for a specific day and time period.

- Personal drones are prohibited within EAL when used for surveillance or recording private property without consent. There are no safe landing zones within EAL.
- Drones may not transmit or record video or photographs into an area where an owner has a reasonable expectation of privacy, such as lanais and in windows. This applies to hobbyists and professionals.

Good Standing

- All Members in good standing (Member owners, Members of households living in our community and designated tenants) are entitled to use the community facilities and amenities.
- The HOA reserves the right to suspend a member's or tenant's use of the amenities for failure to follow policies, procedures, posted rules and regulations, directives of staff on duty, open violations not yet cured, and for a member's or tenant's failure to pay any amounts owed to the HOA.

Governing Documents

- You can find governing documents on the HOA website under HOA Governing Documents after you log into the website. [Governing Documents](#) (***Documents/Governing Documents***)
- The Master documents that govern our community and community standards include:
 - EAL Declarations (CC&R),
 - Articles of Incorporation (AOI),
 - Bylaws,Rules and Regulations:
 - Architectural Guidelines,
 - Landscape Rules & Guidelines,
 - The Member Handbook,
 - Use Restrictions

HOA & Master Association

There are two Associations to consider for homeowners of Esplanade at Artisan Lakes (EAL).

- **Artisan Lakes Master Association, Inc. (Master HOA)**
 - This is the Master association for the three Artisan Lakes communities - Esplanade, Eaves Bend and Edge Stone.
 - The Master maintains Artisan Lakes Parkway and shared assets to include: common grounds, main entrance at Moccasin Wallow, light poles on Artisan Lakes Parkway, the lakes on Artisan Lakes Parkway, Master irrigation pumps, landscaping in common areas.
 - Dues for the Master HOA are included as a separate line item but as part of the EAL quarterly assessment - one bill, one check covers both EAL and Master HOA dues.
- **Esplanade at Artisan Lakes Community Association (EAL)** is a separate association and the Esplanade assessment covers:
 - Residential yard maintenance (trimming, mowing, pruning, weeding, fertilizing, etc.).
 - Internet, wi-fi and cable TV.
 - Common property maintenance of amenity centers, sports courts, dog parks, pools, gate operations, common ground maintenance, light poles, street signs, lakes/preserves/wetlands within the gates, streets within the gates.
 - Management team that includes the Community Association Manager (CAM) and their assistants to manage ongoing HOA community tasks.
 - Lifestyle team to manage sports, the resort and events.

HOA Website

- The HOA website contains all the documents pertaining to living in Esplanade.
- You must have a valid login and password to use the HOA website. You should have gotten a temporary password when you moved in but if you did not, see the Concierge staff at the front desk.
- After logging in, go to HOA in the top bar and select **Documents** from the drop-down choices.
- You will find the Committee folders with information below each such as Architectural Guidelines, the Landscape Rules, Forms and Instructions, Financial Statements, etc. See [HOA Website Documents](#) for a list of main folders by Committee or Topic

Internet/Cable

- Spectrum/Brighthouse is the current HOA Cable/Internet provider.
- Spectrum/Brighthouse – The cost of this is currently part of your HOA assessment excluding certain options. Call a Spectrum Community Solutions Representative at 833.697.7328 to get the HOA preferred package and pricing.

Mediterranean vs Coastal

- Most of the homes in our community are Mediterranean style, mostly with barrel tile roofs and bronze fascia and bronze window frames.
 - A new style of Mediterranean with flat tile roofs and white fascia/window frames was introduced in the last few years of building new homes.
 - The Coastal elevation style home was introduced at the same time, also with flat tile roofs and white fascia, window frames.

Monthly Member Meetings

- Coffee and Conversation monthly member meetings to discuss upcoming events with your Lifestyle Manager are held the first Thursday at 9:30 a.m. or 6 p.m. in the Main Amenity Center. Check the calendar for exact time each month.
- Neighborhood News monthly member meetings to get updates from your Community Association Manager (CAM) are held the second Thursday at 9:30 a.m. in the Main Amenity Center.

Quorum

- A Quorum is the minimum number of members present at a meeting that is required to officially conduct the meeting.
- For a five-person Committee or Board, quorum is three.
- For Membership meetings, for example to elect Board Members, the quorum is 30 percent of the total number of homes. A quorum of 30 percent of EAL's 1,124 homes, is 338 lots. Being counted as participating in a meeting can be accomplished in person, by proxy, by online voting or other means specific to the meeting rules.

Trash/Recycle Bins

- All trash, recycle and yard waste receptacles must be stored in the garage and not outside the home.
- See [Utilities](#) for trash pickup schedule.

Troon

- Troon is the management company hired by the Board to manage the HOA. The two groups that manage the HOA are Lifestyle/Sports/Events and Operations/Business.
- The HOA Lifestyle staff are housed at the main Amenity Center and charged with helping residents with HOA applications, general questions, events, renting the amenity center, security access, sporting events, etc.
- The HOA business staff have an office at the Venue II center and can help residents with questions about bookkeeping, landscape issues, violation letters, “see something, say something”, etc.

Utilities

Water/Trash: EAL is located in Manatee County and the county provides water, sewer and trash pickup. For more information, special pickups, holiday schedules, etc. use the link below:

<https://www.mymanatee.org/departments/utilities>

Their current schedule is below - a change is planned for October 2025 to pick-up once per week

- Tuesday Trash/Garbage in 32gallon trash cans with lid/or in black bags placed at the curb
- Wednesday Re-cycle bin – big blue bin with lid, provided by Manatee County, placed at the curb
- Wednesday Yard Waste (limbs, trimmings, etc.) placed at the curb, not in the street and not loose. It must be tied up, stored in yard waste bags or placed in an otherwise empty trashcan or bin.
- Friday Trash/Garbage in 32gallon trash cans with lid or in black bags placed at the curb

Electric: FPL, Florida Power and Light - <https://www.fpl.com/>

Gas: TECO Gas - <https://www.peoplesgas.com/>

HOA MANAGEMENT/LIFESTYLE

The topics in this section are generally covered in the Member Handbook and as such, the Concierge staff at the Main Amenity Center front desk can assist in most of these areas.

The Member Handbook

- Found under [Rules and Regulations](#), is the Member Handbook for all lifestyle, amenity, and community use guidelines.

Access Cards/Vehicle Transponders

- See the Member Handbook under [Rules and Regulations](#) for more details.
- You may purchase access cards for the Amenity Center gates and buildings; and transponders for your car at the Concierge desk at the main Amenity Center.

Amenity Centers

- See the Member Handbook under [Rules and Regulations](#) for more details.
- **The Main Amenity Center is located at 10730 Inglenook.** This address should be used to direct emergency staff to the Center and the Sports Courts.
 - Lobby, main event room, kitchen, card room and billiard rooms are open from 7 a.m.to 10pm, using Member's access card.
 - Staffed by Lifestyle Concierge members Monday-Saturday 10 a.m.to 5 p.m. and Sunday noon to 5pm.
 - Fitness Center open 24/7 with access card.
 - Sports court and fire pit open from 7 a.m.to 10 p.m.
 - Pool hours are from dawn to dusk.
- **The Venue II is located at 5524 Orsello St.** This is the satellite Amenity Center located in the north section of Esplanade.
 - Main room, kitchen, and game rooms are open from 7 a.m.to 10pm, using Member's access card.
 - The HOA Community Association Manager (CAM) and assistant have an office at the Venue II and are typically there from Monday-Friday, 9 a.m.to 5 p.m.
 - The Venue II is not staffed, but is open from 7 a.m.to 10pm, accessible using the Member's access card.
 - Pool hours are from dawn to dusk.

Clubs

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Club leaders are volunteer residents.
- Look at the HOA website calendar for when and where the clubs meet, and reach out the club leader for information on how to participate.

Committees

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Committee members are volunteer residents.
- If you wish to join one of the HOA resident-run committees (ARC, Landscape, Compliance, Lifestyle, Finance, etc.), review the Charter for that committee to validate your understanding of the purpose and commitment. The Charters are found on the HOA website/Documents under the Committee specific folders.

- When a vacancy occurs, residents are notified via an Important Notice email that will provide an Intent to Serve Form. Residents are appointed to a committee by the Board. Committees are managed by the Board.

Email Addresses

- See the Member Handbook under [Rules and Regulations](#) for more details.
- HOA event and other Important Notices are sent electronically via email.
- Your email address is also used for Online Voting.
- Please register and maintain your email account with the HOA/team at the Main Amenity Center.
- If you do not want to receive important notices via email, please email EALMemberCare@teamesplanade.com to advise. You may obtain important information by checking calendar board and the notice board postings for upcoming meetings, at the main Amenity Center.

Emergency Procedures-

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Call 911 immediately in case of medical emergency and direct them to the proper address (10730 Inglenook for the Main Amenity Center or connected Sports Courts)
- The facility is equipped with a first aid kit, fire extinguishers and AED equipment
- Notify the staff immediately.

AEDs-Locations

- In Fitness Studio mounted on the wall.
- Outside of the locker room doors on the left wall.
- Outside by Pickleball and Tennis Courts.
- Have a person contact 911.
- Follow CPR protocol with the victim.
- If the victim is not breathing and you do not feel a heartbeat, open the AED. Follow voice instructions provided by the AED.

Fire Extinguishers-Locations

- Wall in Main Resort Amenity hallway near women's restroom – East Entrance
- Wall in Main Resort Amenity, Main Room near storage closet
- Wall in area before entering men's and women's locker room – West Entrance
- Wall between gym and water fountains
- Outside wall near east doors of Main Resort Amenity's Main Room
- Entrance of Fire Pit

First Aid Kit-Locations

- Main desk in reception area of Main Resort Amenity.
- Notify a staff member that first aid is required.
- If a staff member is not on duty, utilize the first aid supplies as necessary and dispose of any used first aid supplies in appropriate trash receptacles.

Gates for Pedestrians

- See the Member Handbook under [Rules and Regulations](#) for more details.

- The code changes from time to time and will be published in an Important Notice email.
- **Please keep the code private to your family and never published on a public social media site.**

Gates for Vehicle Entry

- See the Member Handbook under [Rules and Regulations](#) for more details.
- There are two vehicle gates.
- One is the first left onto Cobble Park Place, west of Artisan Lakes Parkway. This entrance accommodates **both residents and visitors**.
- The second gate is onto Seasons Way, west of Artisan Lakes Parkway and it is **resident only entrance** with no visitor access.

Fitness Center

- See the Member Handbook under [Rules and Regulations](#) for more details.
- The Fitness Center (Main Amenity Center) is generally open 24 hours a day, 365 days a year – unless a closure is needed for maintenance. It is accessible using your Member Access card.

Golf Carts

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Golf Carts are allowed in our community and must be registered with the Amenity Center concierge staff.
- Golf carts **drivers must have a valid Florida State driver's license**, drive only in the street and obey all traffic rules.
- Be aware of laws governing the use of golf cards on public roadways.

Guests/Visitors

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Guests may visit for the day or for several days. However there are HOA rules regarding visitor access to any of the resort amenities.

Leasing My Home

- For all leasing requirements and limitations, see the Member Handbook and Use Restrictions #4, both under [Rules and Regulations](#).
- You cannot lease for less than a 30-day period and no more than four times per year.
- The leasing application can be found on the HOA website under Forms and Instructions.

MindBody App

- See the Member Handbook under [Rules and Regulations](#) for more details.
- The MindBody app is used to sign up for all fitness and, wellness classes, and to reserve Sports Courts.
- The Concierge team at the main Amenity Center can help you set it up.

Private Events/Renting the Amenity Center

- See the Member Handbook under [Rules and Regulations](#) for more details.
- You may be able to rent the main room, the billiards room, the card room and/or part of the lanai at the Main Amenity Center. There are black-out dates around holidays so you must inquire with the Lifestyle Manager as to availability.

- The spaces that are rentable can be reserved 60 days in advance and there are fees associated with those rentals.
- The Venue II cannot be rented.

Resort Pools

- See the Member Handbook under [Rules and Regulations](#) for more details.
- Both pool areas are open from dawn to dusk only. No one is permitted in the pools at any other time unless a specific event is scheduled.
- Pools are for Esplanade Members and their guests only.
- Pool Rules are posted at each pool and Members are responsible for the actions of their guests.
- For more details see the Handbook on the HOA website

HOA MANAGEMENT/OPERATIONS

Use Restrictions

- Found under [Rules and Regulations](#), are the Use Restrictions

The HOA operational team assists homeowners with questions and issues related to the business operations. The operational tasks include serving as the liaison between homeowners and committees, accounting and enforcing rules and regulations as found in the Use Restrictions, Landscape Rules and Architectural Guidelines. The Use Restrictions questions are found here while Landscape and Architectural Guidelines are covered in their own sections.

Alterations to Home Exterior

- See Use Restriction #17 under [Rules and Regulations](#) for more details.
- See the Architectural Guidelines under the same folder, to determine if the category of change requires an ARC Application before work can be started.

Basketball Backboard

- See Use Restriction #30 under [Rules and Regulations](#) for more details.
- No basketball backboards are allowed.

Drainage Easement

- See Use Restriction #5, #6 and #16 under [Rules and Regulations](#) for more details.
- The gulleys, or drainage easements, specifically between lots, are critical to keep intact.
- No improvement or modification may be made that negatively impacts the flow of water to and through the drainage easements. This is a requirement of the Governing Documents and Water Management entities.
- Should the homeowner make an alteration or add something that negatively impacts a drainage easement, they will be required to cure the issue at their own expense.

Fishing in the Ponds

- See Use Restriction #14 under [Rules and Regulations](#) for more details.
- Fishing is allowed in common areas only. However, always assume alligators are present. Do not allow children or pets near pond banks
- Fishing in EAL community ponds is "Catch and Release". No Net fishing is allowed.
- Access to the pond must be made from common areas only and not by walking on residents' property.

Holiday Lighting/Decorations

- See Use Restriction #39 under [Rules and Regulations](#) for more details.
- December holiday lights and decorations may be installed up to 30 days prior to the holiday and may remain on full display until January 15. Holiday lighting that is installed permanently cannot be turned on except during the same December/January holiday time frame.
- All holiday lawn decorations and displays are limited to landscaping beds and may not interfere with the maintenance of these areas in any way

Hurricane/Natural Causes Damage

- See Use Restriction #22 under [Rules and Regulations](#) for more details.

- Damage to the home or lanai from natural disasters, must be repaired or re-built as soon as practical. Repairs that bring back the home or lanai to its earlier state, do not require an ARC. Any improvement or deviation that is part of re-building, requires an ARC Application to be reviewed.
- Trees/plants on private lots, that are uprooted from high winds or natural disasters, are to be removed or up-righted at the homeowner's expense, as quickly as possible without the need for an ARC.

Maintaining Home and Property

- See Use Restriction #20 under [Rules and Regulations](#) for more details.
- You must keep your home maintained and clean.

Parking

- See Use Restriction #25 and #26 under [Rules and Regulations](#) for more details.
- Vehicles are not allowed to park on the streets, block the sidewalks or hanging into the street.
- Parking on the street during the day cannot always be avoided when you have guests, a contractor working at your house, and so on. However, parking on the street overnight is not allowed.
- Boats, RVs, and recreational vehicles may be temporarily parked in the owner's driveway not to exceed 48 hours in order to load or unload. However, they must not block the sidewalks, hang into the street, nor create visibility issue for neighbors backing out of their driveways.
- You may park a registered car at the Amenity Center for the day, which is preferable to having visitors park on the street. Overnight parking at the Amenity Center requires a temporary pass from the Amenity Center.

Plants on Pond Banks

- See Use Restriction #24 under [Rules and Regulations](#) for more details.
- No plantings can be installed on common ground by homeowners including on the banks of the ponds

Pets

- For all pet-related policies, see Use Restriction #11 under [Rules and Regulations](#) for more details.
- Pets must always be walked on a leash when not in the dog park, even if your dog is well trained. When approaching another person, pet walkers must control their pets by shortening the length of the leash.
- Pets are not allowed in the pool areas or inside the Main or Venue II Amenity Centers, except guide-dogs when with their owner.

Signs

- See Use Restriction #10 under [Rules and Regulations](#) for more details.
- No signs are allowed in the yard or on the home exterior/windows.
- Exceptions are made for a small vendor Security system sign.
- A yard-sale sign is allowed only when the community is hosting a community yard sale.
- Realtor open house signs are allowed for one day and only for the day of the open house. This includes house yard signs and balloons.

Violations/Policy Enforcement

- See Use Restriction #35 under [Rules and Regulations](#) for more details.
- This is a deed restricted community and we all agreed to follow Rules and Regulations in order to keep our home values up and our neighborhood looking good.

- If you see something that appears to be a violation of our Rules and Regulations, please email EALMemberCare@teamesplanade.com with the address, a picture and details. The CAM will determine if it is an issue and decide next steps.
- Violating Rules and Regulations results in a friendly reminder notice outlining the offense and a correction date. If the offense is not corrected, a Second Notice is sent.
- If the offense is not corrected after the second notice, a hearing and/or fine is assessed.
- Communication with the CAM is key to keeping offenses from becoming fines.

LANDSCAPING

Landscape Rules and Guidelines

- Found under [Rules and Regulations](#), the Landscape Rules and Guidelines covers a list of common questions as it relates to landscaping information, whether individual residential lots or the common areas.
- See the Landscaping Rules and Guidelines to learn
 - What is included in the HOA by the landscape vendor
 - When do they prune, cut grass, fertilize?
 - Who manages the mulch refresh?
 - Which trees are considered “Street Trees”?
 - Which plants are approved or are to be avoided?
 - What detail do I need to submit for a new Landscaping Plan ARC?
 - And more....

Above Ground Irrigation Filters

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- There is a video on the HOA website that shows you how to clean your outdoor irrigation filter.
- You must have a valid login and password for the HOA website. [HOA website](#)
- After logging in, go to HOA in the top bar and select Above Ground Irrigation Filter Cleaning video from the drop-down choices. [Cleaning Above Ground Filter - video](#)

Allowable Plants

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details on what is allowed and what is not recommended.
- No invasive plants are allowed.

Fertilizers

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- Mainscape, the landscape vendor fertilizes periodically throughout the year using people and pet friendly fertilizers. Regardless, it is still good advice to keep your pet off the fertilized areas for two hours after the application.

Irrigation

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- Irrigation system including residential timer boxes are controlled by the landscape vendor and the Master Association.

Landscape Issue/Question

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- The HOA website has a link to the Mainscape Customer Service Request (CSR) system. You must have a valid login and password for the HOA website.
- After logging in, go to HOA in the top bar and select Landscape Customer Service Request from the drop-down choices. [Mainscape Customer Work Order](#)
- Complete the form and submit.
- Typical landscape issues that are resolved using a CSR include:
 - a. Drip lines showing in mulch beds – these sometimes rise up and need to be stapled down by the vendor

- b. Irrigation cycles are maintained by the landscape vendor to run for 10 minutes, 3 cycles; or 15 minutes, 2 cycles during the night days irrigation are allowed.
- c. Sometimes the clock is off time due to power surges. Irrigation systems are programmed to run during the night, so if you see your irrigation system running during the day, create a CSR to change the timers.
- d. Bad irrigation head – specify which ones are broken, in the CSR details.

Maintenance Included

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- At Esplanade at Artisan Lakes, landscaping is an essential element of the design.
- The HOA provides basic lawn maintenance for common areas and the individual homes with each resident doing their part to help.
- The landscape vendor provide essential care but is not a personalized service and cannot address individual homeowner preferences.
- Irrigation maintenance is included and is controlled by the landscape vendor and Master Association. Members should not tamper or change the irrigation timers.

Mulch

- See Landscape Rules and Guidelines and Architectural Guidelines, both under [Rules and Regulations](#) for more details.
- Mulch was refreshed by the HOA at least annually in the past. Due to escalating costs and the fact that the community has refreshed mulch beds in most of the older areas, this decision is reviewed and decided each fiscal year. When done, the refresh is typically in the late October time frame.
- Homeowners may refresh their own beds with one of the two approved mulches assuming all beds have the mulch - Chunky Pine Bark nuggets or Shredded Coco Brown. Remember three inches is the maximum depth for mulch. More than that causes more harm than good.

Ponds

- See Landscape Rules and Guidelines and Use Restriction #14, both under [Rules and Regulations](#) for more details.
- Our Ponds are retention ponds and an integral part of the storm management system (SWFMWD).
- No chemicals, grass clippings, fish, animals, etc. can be introduced in any pond
- No plantings can be added to the pond bank.
- No boats, watercraft or swimming is permitted in or on the ponds.
- Alligators can be in any pond. Remember to keep your pets and children far away from the ponds.

Street Trees

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- Manatee County requires a street tree in each lot. See the guidelines for the definition and types of trees that qualify.

Wetlands/Preserves

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- Our wetlands and preserves are integral parts of the storm management system (SWFMWD).
- The wetlands and preserve areas are to be kept exactly as they are.
- It is illegal for members to enter the preserves at any time - no walking through it, no removing plants, no adding plants, no digging, no clearing, no leveling the grounds, no dumping, etc.
- Just as the retention ponds are not lakes, the wetlands/preserves are not parks.

- With all the rainfall during heavy storms in Florida, both ponds and wetlands/preserves play a critical role in keeping our yards from flooding.
- If grasses, trees or bushes grow inside your property line, or fall onto your lot, you may cut that portion off – straight up from your property line - without removing it entirely.
- If a fallen tree or bush is entirely within the preserves area, it must stay there. These areas must remain in their natural state.

Visibility Triangle

- See Landscape Rules and Guidelines and Architectural Guidelines, both under [Rules and Regulations](#) for more details.
- This refers to the corner area at an intersection, or even at your driveway; restricting certain heights of plants and trees, and allowing clear visibility for drivers.

Yard Drains

- See Landscape Rules and Guidelines under [Rules and Regulations](#) for more details.
- Homes on a pond or wetland will not typically have a yard drain. Otherwise, yard drains are typically found in the right rear corner of at least every other lot; and should be shown on your survey.
- If you see standing water 15 minutes after a heavy rain, it could mean there is a drain grate covered with sod. Keep them clear of debris to ensure there is no standing water. You may need a metal detector or your survey to help find the grate.

ARCHITECTURAL REVIEW

- Found under [Rules and Regulations](#), are the Architectural Guidelines. This section provides answers to questions regarding the architectural review process and standards used for changes to the exterior of your home. Specific guidelines for each category, are in the Architectural Guidelines.
- Found under Architectural Committee/ARC Information is the ARC Application form.

Architectural Guidelines

- The Architectural Guidelines found on the HOA website lists the category of changes that require an ARC and which do not.
- Follow the Guidelines to avoid violations even if No ARC is required. Just because you see something in the community does not mean it follows current guidelines.
- If you have any questions, reference the Guidelines for the answer. If the answer is not there or is not clear, email EALMemberCare@teamesplanade.com and they will forward the email to the correct person.
- ARC Categories include:
 - Curbing around landscape beds
 - Driveways – extending, maintenance
 - Fences
 - Flags
 - Generators
 - Gutters
 - House Exterior and Yard Art, Garden Flags, Potted Plants, etc.
 - Hurricane Protection
 - Landscape changes
 - Lanais – extending, screening, outdoor kitchens, etc.
 - Lighting outside
 - Paver entryways/walkways
 - Pools
 - Roofs – repairs, maintenance
 - Screened Entryways and Screen Doors
 - Windows
 - And more....

ARC Process

- **ARC/No ARC:** You do not need an ARC to maintain your property, including painting your home with the exact same colors, cleaning your roof, or sealing your pavers without changing the paver color.
 - The Architectural Guidelines found on the HOA website states which category of changes require an ARC and which do not.
 - Follow the Architectural Guidelines to avoid violations, even if No ARC is required.
 - Just because you see something in the community does not mean it follows current guidelines.
- The EAL Declarations CC&R state the ARC Committee has up to 45 days from the date they receive a completed application to respond. Until the Declarations are changed, the statement remains true. In spite of this statement, it is the goal of the ARC Committee to process ARC applications as quickly as possible.
- **ARC Meeting Schedule:**
 - The ARC Committee meets on the first and third Thursdays of each month to review completed applications.

- Applications are reviewed from the last meeting up until the Friday before the current meeting.
- **Age of Applications at the Time of Review:**
 - If there are two weeks between meetings, the application is between 7 to 14 days old at the review meeting.
 - If there are three weeks between meetings (which happens a few times a year), the application is between 7 to 21 days old at the review meeting.
- **Review and Approval:**
 - The ARC reviews the applications just before the meeting to streamline the process and make the meeting quicker. During the meeting, the ARC Committee votes on the applications and passes those decisions to the HOA staff the next business day.
 - The HOA staff emails decision letters to homeowners within seven days after the meeting.
 - By the time the letters are sent, the ARC application is 10 to 28 days old.
- If your ARC is incomplete when submitted, this delays the review process another two to three weeks.

Driveway Extension

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- You may extend the driveway to the width of the wall with your garage door. Measure the distance of the wall from your garage door to the end of that wall. That is the distance you can extend the driveway.
- You must follow the guidelines to avoid violations. Just because you see something in the community does not mean it follows current guidelines.

Driveway Sealing

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- You may seal your driveway with clear sealers or semi-transparent tint that enhances your original paver color but doesn't change the color. No stains or paints

Fences

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- If you are considering adding a fence, review the details in the Architectural Guidelines document; then submit an ARC Application with the appropriate deposit, and wait for approval before beginning work.
- No fences on lots that are adjacent to the ponds/lakes
- No fences can be outside homeowner's property lines
- No fences can attach to community walls/fences
- No fences can abut to community walls/fences unless the homeowner's property line meets the community wall/fence exactly.

Flags

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- Homeowners may respectfully display an official US flag and/or an official flag representing either the US Army, Navy, Air Force, Marines, Coast Guard, Space Force or POW-MIA.

Front Door

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- You can change your front door with ARC Approval and a Manatee County Permit to ensure the replacement meets Florida Building Codes.

- Changing the color of the front door is allowed as long as it is one of the approved front door colors on the Color packages detailed in the HOA website/Documents/Architectural Review Info folder.

Hurricane Protection

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- See Use Restrictions #28 under [Rules and Regulations](#), for details on when you may deploy hurricane protection.
- Hurricane shutters may be deployed when the threat of a hurricane watch is in place for our area; and taken down within 10 days after the storm passes. Clear hurricane panels may be in place while a homeowner is out of town during hurricane season, from June 1 through November 30.

Landscape Modifications

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- Landscape modifications that are made within existing bed lines and utilize plants from the approved plant list do not require ARC approval prior to modification. This includes adding and maintaining annuals.
- Landscape modifications that replace Manatee County street trees, create new bed areas and/or use plants not on the approved plant list requires ARC approval, and a detailed landscape plan with the ARC application.
- Also refer to the Landscape Rules on the HOA website, especially for which plants and trees are approved, not approved.
- New beds and plants added by the homeowner become the maintenance responsibility of the homeowner.

Painting the Exterior

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- To paint any part of the exterior of your home using the EXACT same colors is considered maintenance and does not require an ARC Application.
- To paint the exterior a different color requires an ARC application designating the specific color package for the new color. The new BODY color for your home may NOT be the same as the adjacent homes.
- The color packages are divided between the two elevations at EAL – Coastal and Mediterranean
- The [EAL Color Charts](#) can be found on the HOA website with Architectural Guidelines.

Pools

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- If you are considering building your own pool, review the guidelines document for a list of all supporting documents. Without the required supporting documents to accompany the ARC Application, the application will be returned causing delays in review and approval.

Roof Maintenance

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- Keeping the exterior items of your home clean on a regular schedule is the homeowner's responsibility.
- A roof is considered dirty if it appears discolored or much darker in some places than in other places.
- Roof tiles are easy to break if you do not know how to walk on them. Be safe and hire a professional to soft wash your tile-roof every two to three years, or as needed.

Screened in Front Entryway

- See Architectural Guidelines found under [Rules and Regulations](#), for the details specific to this category.
- Screened entryways must have bronze frames and charcoal mesh screens regardless of home type (Coastal vs Mediterranean).

Survey – Lot/Property

- Required for all ARC Applications.
- You must submit a copy of your survey with every ARC Application with color highlights indicating the location of the changes.
- You can find your survey in your closing documents received when you closed on your home.
- Make several copies for safekeeping.

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