



## Architectural Review Committee Rules & Regulations

Effective Date: April 30, 2025

## TABLE OF CONTENTS

	<u>Page</u>
COVER PAGE	1
TABLE OF CONTENTS	2
ARTICLE 1. INTRODUCTION	4
1.1 Abbreviations and Definitions	
1.2 Introduction	
1.3 State, County, Political Subdivisions Rules and Regulations	
1.4 Applicants Minimum Required Documents	
ARTICLE 2. ARCHITECTURAL REVIEW COMMITTEE - GENERAL INFORMATION	5
2.1 Architectural Review Committee ("ARC")	
2.2 Architectural Control Coordinator ("ACC")	
2.3 Function and Authority	
2.4 Use and Approval of Design Professionals	
2.5 Drafting and CAD Standards	
ARTICLE 3. DESIGN REVIEW PROCEDURES	8
3.1 Review of Design Submissions	
3.2 ARC Design and Construction Phase Checklist	
3.3 Review Procedure	
ARTICLE 4. CONSTRUCTION REGULATIONS & RESTRICTIONS	12
4.1 Notice	
4.2 General Regulations	
4.3 General Restrictions	
ARTICLE 5. DESIGN GUIDELINES	14
5.1 Special Focus Lots	
5.2 General Architectural Design	
5.3 General Landscape Design	
5.4 Golf Course Properties	
5.5 Waterfront Properties	
ARTICLE 6. NEW ARCHITECT/DESIGNER APPLICATION FORM	30
ARTICLE 7. NEW BUILDER APPLICATION	31
ARTICLE 8. DESIGN REVIEW APPLICATION AND DETAILS	32
8.1 Project Type	
8.2 Exterior Material Specifications and Color Palette	
8.3 Owner/Builder Verification	

APPENDIX.

36

Fee Structure

Drawings and Details:

- A. Typical Cornice Detail
- B. Civil Grading and Drainage Details (5)
- C. Sidewalk and Drive Apron Detail
- D. Gravel Construction Drive
- E. Sidewalk Ramp at Roll-over Curb
- F. Guest Parking Auto-court and sidewalk Detail
- G. SCNOI Form
- H. Mailbox Details
- I. Silt Fence Details

Miscellaneous Drawings and Details for Reference and illustration Only:

- 1. Typical Retaining Wall Section
- 2. Rolling Block detail
- 3. Brick Courtyard Fence Detail

## **ARTICLE 1 - INTRODUCTION**

### **1.1 ABBREVIATIONS AND DEFINITIONS:**

- A. ACC - Architectural Control Coordinator
- B. Applicant - Lot owners, builders, and/or contractors collectively
- C. ARC - Architectural Review Committee
- D. DCR - Reunion's Declaration of Covenants and Restrictions and all amendments thereto
- E. Declarant - Reunion, Inc.
- F. Improvements - All structures of any kind, including, without limitation, any building, fence, wall, sign, paving, grading, parking, building addition, pool, alteration, screen enclosure, sewer, drainage, disposal system, satellite dishes, antennas, electronic or other signaling devices, decorative building, landscaping or landscape (including existing and planted trees and shrubbery) or objects.
- G. Lot - Any lot located within the areas of Reunion designated as a "Single-Family Lot" on the Development Plan, as shown on the plats of the Property
- H. POA - Reunion Property Owners Association, Inc.
- I. See Reunion's Declaration of Covenants and Restrictions and all amendments thereto for additional definitions.
- J. Specs - Specifications

### **1.2 INTRODUCTION:**

#### **A. Goals and Objectives:**

Reunion, Inc. (the "Declarant") is dedicated to the protection and preservation of the natural landscape and topography within the master planned community. It is the intent of the Declarant and the Reunion Property Owner's Association, Inc. (the "POA") to identify and describe various landscape elements and basic principles needed to promote the preservation of the native landscape, blend new landscape materials into the existing forest boundary, and outline planting schemes to accent new improvements.

#### **B. Architectural Review Committee Statement:**

The Reunion Architectural Review Committee (the "ARC"), a committee organized and existing under the POA, has updated, amended, and restated the following rules and regulations (the "Rules and Regulations"). These Rules and Regulations are in addition to and not a substitute for all restrictions set forth in the Declaration of Covenants and Restrictions and all amendments thereto on file in the office of the Chancery Clerk of Madison County (the "DCR"). Lot owners, builders, and/or contractors (collectively the "Applicant") agree to abide by these Rules and Regulations as well as the rules under the DCR, and further acknowledge that the ARC reserves the right to amend these Rules and Regulations at any time in the future as it deems necessary.

C. Intent of the Rules and Regulations:

The intent of these Rules and Regulations is not to impose any hardship, but to set and maintain a level of respect and professionalism among all Lot owners, builders, contractors and homeowners. Please understand that there will be no compromise in the enforcement of the Rules and Regulations. We appreciate the commitment in making Reunion a better community.

1.3 State, County, Political Subdivision Rules & Regulations:

- A. No statements contained herein shall be construed to invalidate, impair, or supersede any regulations, codes, or rules enacted by the state, city, county, or any other political subdivision encompassing the Reunion community.

1.4 Applicants Minimum Required Documents:

- A. The following is the minimum list of documents that the Applicant is required to become familiar with prior to any submittal or application for approval. Each of these documents contains information relative to site development, home design and construction.
  - 1. Documents available from Reunion:
    - a. Declaration of Covenants and Restrictions of Reunion
    - b. By-Laws of Reunion Property Owner's Association, Inc.
    - c. Reunion Property Owner's Association Architectural Review Committee Rules & Regulations
    - d. For information and to obtain copies of these documents, contact the POA on their website at [www.reunionms.com](http://www.reunionms.com), at the Reunion, Inc., 105 Reunion Blvd., Madison, MS 39110, or by phone at (601) 449-0400.
  - 2. Documents available from Madison County:
    - a. Plats of Subdivisions and Lots (Also available at [www.reunionms.com](http://www.reunionms.com))
    - b. Supplemental Declaration and Amendment (Also available at [www.reunionms.com](http://www.reunionms.com))
    - c. Building Restrictions and Requirements
    - d. For information and to obtain copies of these documents, contact the Madison County Chancery Clerks Office at 146 West Center Street, Madison, MS 39046 or on their website at [www.madison-co.com](http://www.madison-co.com).

**ARTICLE 2 - ARCHITECTURAL REVIEW COMMITTEE - GENERAL INFORMATION**

2.1 Architectural Review Committee ("ARC"):

- A. Definition: The ARC shall be appointed by the Declarant, or the Board of Directors of the Reunion POA ("Board of Directors"). The ARC shall have the authority and responsibility to approve or disapprove all residential and commercial construction in Reunion.

1. The ARC shall consist of two subcommittees: the Executive Subcommittee and the Professional Subcommittee. Both subcommittees shall review the plans and specifications submitted by the Applicant.
2. The Executive Subcommittee shall consist of representatives of the Declarant and the POA and their responsibilities include, but are not limited to, verifying that the project complies with the aesthetic qualities of the subdivision. The Professional Subcommittee shall consist of a minimum of an architect, a landscape architect, a Reunion representative, and the Architectural Control Coordinator (the "ACC") and their responsibilities include, but are not limited to, verifying the plans and specifications meet the Architectural Design Guidelines, these Rules and Regulations, and the DCR.

## 2.2 Architectural Control Coordinator ("ACC"):

- A. Definition: The ACC shall be appointed by the Declarant or the Board of Directors and will serve as Chairman of the ARC.
  1. A person who has had adequate experience and education as a building inspector, builder, engineer, architect, building designer, or as a foreman, superintendent, or competent mechanic in charge of construction, will be appointed as a "nonvoting" member of the ARC and perform the duties of the ARC Coordinator.
  2. The ACC may designate a qualified assistant who shall, during his/her absence or disability, exercise all the powers of the appointed ACC. The ARC will be promptly notified whenever his/her assistant performs an observation.
  3. The ACC will provide a construction status report to the ARC and or the Board of Directors on all new home construction by the 1<sup>st</sup> of each month for the report to be present at the monthly Board meeting.
  4. The ACC, or his/her duly authorized representative, may enter any building, structure, or premises, to perform any duty imposed upon him/her by all applicable Architectural Design Guidelines, Rules and Regulations, and the DCR of the Reunion community.

## 2.3 Function and Authority:

- A. The ARC shall have the responsibility for ensuring that all construction within Reunion adheres to the established design guidelines and maintain the overall aesthetic consistency of Reunion. The ACC shall have the authority, but not the obligation, to:
  1. Architectural Review:
    - a. Conduct a Preliminary Review with Lot Owners and/or Homeowners, Builders and/or Contractors and advise them of the Rules & Regulations.
    - b. Approve preliminary review containing (front elevation, floor plan, and site plan).
    - c. Call all scheduled meetings of the ARC.
    - d. Collect all submittal requirements such as applications, plans, and fees.

- e. Prepare and direct ARC meetings.
- f. Collect all ARC members' comments and/or changes and compile them into approval letters.
- g. Conduct post-meetings with the Applicant to review comments and/or changes made by the ARC within thirty (30) days of the reviewed date.
- h. Sign off on final plans as a formal approval of the submitted plans on behalf of the ARC then submit such approval to the City of Madison for its issuance of any required permits.

2. Architectural Control:

- a. Pursuant to Article 9.1.9 of the DCR, enforcement should be carried out by the ARC.
- b. Enforce all Rules and Regulations promulgated by the ARC.
- c. The ACC will provide a construction status report to the ARC and/or the Board of Directors on all ongoing construction projects in Reunion by the 1st of each month for the report to be available at the monthly Board meeting.
- d. Conduct required site meetings with the Applicant.
- e. The ACC will approve that the Applicant has performed all requirements of the DCR and Rules and Regulations.
- f. Request the Lot Owner and/or Homeowner and Builder and/or Contractor halt construction if there is evidence that the construction is not in accordance with the approved plans, the Architectural Design Guidelines, these Rules and Regulations and the DCR.
- g. Conduct a Final Approval of all completed construction projects, approval of which is provided to the City of Madison for their issuance of a Certificate of Occupancy once their final inspection(s) have been completed.

2.4 Use and Approval of Design Professionals:

- A. All plans for new structures, renovations, and/or additions to existing structures shall be prepared by licensed professionals or otherwise qualified architects, landscape architects, engineers or other qualified designers. Reunion has a list of approved designers. Contact the ACC for the list of approved designers.

2.5 Drafting and CAD Standards:

- A. In the interest of clarity and uniformity in the presentation of plans prepared by various design professionals and to help facilitate the review process, it is strongly recommended that the design professional utilize the U.S. National CAD Standard as a resource and reference for standardization of symbols, line types, line weights, plotting guidelines, terms and abbreviations, and CAD plotting guidelines. The use of these standards improves clarity and consistency of drawings and results in a more efficient and expedited review by the ARC. If a submittal is unable to be properly and accurately reviewed by the ARC due to inconsistencies in drawing presentation, the design professional may be required to resubmit in accordance with the U.S. National CAD Standards. Information on the U.S. National Standard can be found on the website at [www.nibs.org](http://www.nibs.org).

### **ARTICLE 3 - DESIGN REVIEW PROCESS**

#### **3.1 Review of Design Submissions:**

A. The ARC has established the following procedures for review of architectural, site, and landscape designs. Homeowners, builders and architects must participate fully in the architectural review process. In addition to the design review procedures, the applicant for design review is encouraged to contact the ACC during the design review procedures for clarification of the Architectural Design Guidelines and design review comments and/ or changes. The Fee Structure for all submittals can be found in the Appendix but is subject to modification by the POA at any time and without notice.

B. The Owner and Builder must familiarize themselves with the minimum list of required documents listed in Article 1.4,A of these Rules and Regulations prior to preparing a submission for review. Failure to comply with these submittal requirements may result in a rejected submittal with instructions to comply and resubmit.

##### **1. Submissions should be sent to:**

REUNION POA  
Attn: Architectural Review Committee  
105 Reunion Blvd  
Madison, MS 39110  
601-499-400

#### **3.2 ARC Design and Construction Phase Checklist:**

##### **A. Pre-Construction Design Phase**

##### **1. Before any construction is reviewed by the ARC, the following steps must be completed:**

###### **a. Mandatory Pre-Design Site Meeting:**

- Arrange a site meeting with the Lot Owner and/or Homeowner, Builder and/or Contractor, and the POA.
- Ensure no excess water is directed onto the golf course, common areas and/or any adjacent Lot.
- Provide contact information for the Lot Owner and/or Homeowner, Builder and/or Contractor, and the POA. Primary communication will be between the Lot Owner and/or Homeowner and the POA, with the Builder and/or Contractor copied.

###### **b. Plan Submission:**

- Builder to submit one (1) physical complete set of plans for review. Plans shall include the following:
- Topo/Survey Plan by a registered engineer at 1" =20' with North arrow showing existing contours at one-foot intervals tied to MSL, existing trees larger than six inches in diameter measured four feet above existing grade, utilities, setback



limits, utility and drainage easements and location of front and rear corner of adjacent homes along with finish floor elevation.

- Finish grading and drainage plan at 1" = 20' with North arrow showing finish grading, finish floor elevation of home, spot elevations at each corner of home, set back limits, all gutter downspouts, and all exterior hard scape construction. Show distance from closest point of home to street and to side property lines. Show all existing and new improvements that are to remain. Show location of all exterior equipment such as HVAC equipment, pool equipment, and generators. Show location of silt fence and other erosion control measures. This plan must be stamped and signed by a landscape architect.
- Provide an erosion control plan and details in compliance with MDEQ. Provide an executed copy of the contractors' SCNOI.
- Provide a landscaping plan at 1" = 20' showing all landscaping features including lighting and plants. Show all improvements made to the lot.
- Floor plans at 1/4" = 1'
- Elevations at 1/4" = 1' of all sides of the structure illustrating all exterior materials used. Brick or siding shall extend down to finish grade on all sides of home.
- Roof plan showing roof pitch and location of all roofing material if more than one is used. Show all roof penetrations.
- Details to scale and large enough to illustrate all design details and shapes of all exterior components such as cornice, handrails and railings, shutters, porches, columns, and any special design element.
- Specifications of all exterior materials and products used and visible on the exterior of the home. Where applicable include manufacturer's, model numbers along with finish and color. When requested, provide samples of exterior materials, finish, and color.
- Submit a color palette of all exterior paint and finishes.
- Additional information as may be requested by the ARC.
- The ARC will review the submitted plans and return marked-up plans (one set) for corrections, if necessary.

c. Plan Revision and Finalization:

- Builder to make necessary changes as noted by the ARC.
- Deliver four (4) final sets of printed plans including grading and drainage plans for final approval and stamping.
- Provide a marked-up copy of plans to confirm changes and email a PDF copy to the POA for records.
- If approved, the POA will stamp plans with the "Reunion Approved" red stamp.

d. Permit Submission:

- Builder to take three (3) stamped copies of plans to Madison the City Building and Permit department for their review.

B. Construction Phase

1. Note: The POA does not issue permits; this is the responsibility of Madison the City Building and Permit department.
2. Perimeter Silt Fence and Access Installation:
  - The builder must install a perimeter silt fence in compliance with MDEQ and protect the access route.

- A mandatory on-site meeting with the POA is required to discuss any required tree preservation.
  - Site work cannot commence until both the silt fence and access way are installed.
  - Clearing and grubbing of the Lot is only permitted after the plans have been reviewed and approved by the ARC, with written approval required before proceeding.
3. Site Grade Permit:
- The POA will email Madison the City Building and Permit department a copy of the Permit Checklist indicating approval for a Site Grade Permit.
4. Construction Permit:
- Upon completing the dirt pad and before any footings are dug, the builder must install a wooden hub / grade stake in the center of the dirt pad which sets forth the expected finished floor elevation of the home. That wooden hub / grade stake will be inspected by the ARC to determine whether the finished floor elevation should be raised or lowered prior to any further dirt work being completed.
  - Once the finished floor elevation has been approved by the ARC, and before any footings are dug, the Builder and/or Contractor must install batter boards along the outside perimeter of the home and pull strings to establish the location of all finished floor elevations and outside footings. The batter boards and strings must be inspected by the ARC with the Builder and/or Contractor to ensure there is an understanding of the depth of the required footings, if any, as set forth on the approved grading plan.
  - Once the footings are dug and prior to the installation of any steel in the foundation, the ARC shall conduct an inspection with the Builder and/or Contractor to ensure the depth of the footings, if any, comply with the approved grading plan.
  - The silt fence must be inspected and repaired, as needed.
  - There must be a portable toilet on-site.
  - There must be a materials dumpster on-site.
- Upon completion and approval of the above, the POA will notify Madison the City Building and Permit department.
5. Grade Slope Adjustment:
- Once the foundation is formed and poured, adjust grade slopes to ensure all contours tie into the property boundaries of the Lot.
  - Schedule a grading review with the ARC before proceeding further.
6. Frame and Brick Tie Inspection:
- Verify the home matches plans approved by ARC.
  - Confirm the brick name.
  - Verify that windows match the approved specifications.
  - Ensure false windows and dormers are framed as approved.
  - Confirm cornice details match approved plans.
  - Verify the installation of single bay garage doors and correct ceiling heights.
  - Flashing must be either copper or painted metal.
  - Ensure no curb breakage.

7. Subsurface Drain Installation:

- Schedule a review with the ARC before installing subsurface drains, gutter lines, or irrigation systems.
- No gutters can discharge closer than 10' to the side and rear property lines.
- Gutters cannot be concentrated in one location.

8. Driveway and Sidewalks:

- It is recommended that the Builder and/or Contractor contact the ARC office to verify the required width of the sidewalk prior to forming.
- Before pouring any concrete, the Builder and/ or Contractor shall contact the ARC office for an inspection of the driveway and sidewalk to ensure that the layout and design is consistent with the approved plans that were submitted.

9. Final Inspection:

- The builder must contact the POA for a review to confirm completion and conformance with approved documents.
- Verify that all repairs to any damaged hardscape or landscape features are complete.

10. Note: The builder may seek further clarification or assistance from the POA during this process.

3.3 Review Procedure:

- A. The Applicant must inform the ACC of the Applicant's intentions to build prior to the commencement of any construction activity of any type on any residential lot.
- B. The Builder and/or Contractor of the property must have an approved builder application on file with the ACC. See Article 7 for application form.
- C. The Applicant may submit plans for a preliminary design review with the ARC to help avoid unnecessary design revisions and delays in the construction process. This process helps avoid problems before too much time and money is invested in preparation of plans for final design review.
- D. The ACC will provide approval/disapproval within thirty (30) days after receipt of submitted plans. If disapproved, the 30-day timeline will be suspended until the Applicant provides all the information requested by the ARC is received. The Applicant should consult with the ACC on the procedure to bring the plans within the guidelines. If a submittal received by the ACC cannot be reviewed within 30 days, then the ACC will contact the Applicant to schedule an acceptable review date.
- E. If the submittal is disapproved, then the 30-day review period will be canceled and will begin again when all the information requested by the ARC is received.

- F. For the ARC to give approval for permitting, the Applicant must perform the following:
1. If lot under review is a waterfront lot, the shoreline stabilization must be completely installed and constructed to the approved seawall stabilization method adopted by the ARC.
  2. If lot under review is a golf course lot, the silt fence adjacent to any golf course property must be installed with wire reinforcement buried a minimum of 4" and lined inside with staked hay bales.
  3. Provide a dumpster no smaller than 10 cubic yards in size on the lot under review for construction.
  4. Provide a temporary facility (Porta-John) and temporary utilities per the city of Madison ordinances.
- G. The Applicant and builder/contractor must comply with all Construction Regulations and Restrictions.

#### **ARTICLE 4 - CONSTRUCTION REGULATIONS & RESTRICTIONS**

##### **4.1 Notice:**

- A. Failure to comply with any of the following regulations and restrictions will result in the forfeiture of damage deposits, for any repairs, clean up, or fines incurred without notice to the Applicant. Additionally, the ARC, on behalf of the POA, may enforce any of these Rules and Regulations to the extent necessary pursuant to the DCR, including a judgment against Lot Owner and/or Homeowner and/or Builder and/or Contractor for the amount expended to remedy the situation and all costs incurred therewith.

##### **4.2 General Regulations:**

- A. The ACC shall be notified prior to any changes to approved plans. Then the ARC must approve the changes prior to any work commencing. The Applicant shall pay a re-submittal fee pursuant to the Fee Structure located in the Appendix, but the Fee Structure is subject to modification by the POA at any time and without notice.
- B. The Lot Owner and/or Homeowner and/or the Builder and/or Contractor must always use signage approved by the POA. Contact the POA office for details.
- C. The ACC must be notified if a burning permit is obtained from the city of Madison. If permission is not obtained from the city of Madison or the ACC is not notified prior to such fire, there will be a minimum fine of Two-Hundred and Fifty Dollars (\$250.00).
- D. The Lot Owner and/or Homeowner and/or Builder and/or Contractor shall provide his/her own dumpster no smaller than 10 cubic yards in size per lot under construction unless deemed unnecessary by the ACC.
- E. The Lot Owner and/or Homeowner and/or Builder and/or Contractor are required to keep their job sites as clean as possible. All discarded daily trash and building materials will be removed on a weekly basis. All trash and building material stockpiled for removal shall be

- located on the lot only. There will be no stockpiling or dumping of any trash or building materials onto the adjacent lots, streets, common property or into the lakes. If permission is not obtained to use the adjacent lots or Common Properties, the area will have to be cleaned up and sod placed on the disturbed area. There will be a minimum fine of One Thousand Dollars (\$1,000.00).
- F. Any mud or debris brought or washed into the street must be cleaned immediately by the builder/contractor or the builder/contractor will be fined per man/equipment hour for remedying the issue.
  - G. The Lot Owner and/or Homeowner and/or the Builder and/or Contractor must not use adjacent lots, golf course or common area for any purpose without written permission of such lot owner and the ACC. If permission is not obtained, the disturbed area will have to be cleaned up and sod placed on the disturbed area. There will be a minimum fine of One Thousand Dollars (\$1,000.00).
  - H. The Lot Owner and/or Homeowner and/or the Builder and/or Contractor will use only the utilities provided on the approved lot for construction.
  - I. The Lot Owner and/or Homeowner and/or the Builder and/or Contractor must control erosion with properly installed and maintained silt fences at all times. See city of Madison requirements for silt fencing.
  - J. Failure to stabilize soil and control erosion of any lot adjacent to public rights of way, the golf course, waterfront, or common area will result in a fine of Five Hundred Dollars (\$500.00).
  - K. All property pins must remain in designated location. If any property pins have been removed during the process of construction, the Applicant assumes responsibility for the replacement of same. If not a fine of Five Hundred Dollars (\$500.00).
  - L. All grades around existing utilities shall not be modified. If these are modified, the Lot Owner and/or Homeowner and/or the Builder and/or Contractor shall be responsible for all costs to bring the grades back to conformity and meet all regulations for underground or above-ground utilities.
  - M. All construction traffic, including subcontractors, must utilize the designated construction entrances only. Any questions regarding the designated construction entrances can be directed to the POA office. If a Lot Owner and/or Homeowner and/or the Builder and/or Contractor's subcontractors or delivery vehicles enter or exit from any other entrance other than a designated construction entrance, that Lot Owner and/or Homeowner and/or the Builder and/or Contractor will be fined Five Hundred Dollars (\$500.00) per each occurrence.
  - N. The speed limit within Reunion is 18 miles per hour.
  - O. Any damage done to utility services, streets, curbs, drainage inlets, streetlights, street signs, mailboxes or common areas will be addressed by Declarant or the POA, the cost of which will be the responsibility of the Lot Owner.
  - P. If any telephone, cable TV, electrical, water, or other lines are damaged or cut it is the responsibility of the Lot Owner and/or Homeowner and/or the Builder and/or Contractor to report any such accident to that Service Company personnel within one (1) hour of such occurrence.
  - Q. All previous and current projects for construction must comply with these Rules and Regulations before a new project may be approved.
  - R. Any post-construction project, as contemplated by these Rules and Regulations (i.e. addition, outdoor structures, pool, boathouse, etc.), which requires ARC approval, shall be completed within a reasonable time period, not to exceed two hundred seventy (270) days

of the ARC approval. Failure to complete the project within this time period may result in a fine of \$100.00 per day and the requirement of a resubmittal to the ARC for approval.

- S. The Board of Directors reserves the right to levy fines for any other violation in any amount they deem appropriate to protect and preserve the natural landscape and topography and to maintain continuity throughout the master planned community.
- T. Any willful violation of these rules may result in a fine and/or further action by the Board of Directors including, but not limited to, legal action to enforce any of these Rules and Regulations as provided for in the DCR and any supplemental amendments thereto.

#### 4.3 General Restrictions:

- A. If any of the following restrictions are not adhered to, the Applicant may incur a fine of up to Five-Hundred Dollars (\$500.00) for each violation:
  - 1. All alcoholic beverages are prohibited on site.
  - 2. All firearms are prohibited on site.
  - 3. All fishing is prohibited except for lot owners. (See Reunion Lake Rules & Regulations.)
  - 4. All animals are prohibited on site.
  - 5. There will be no washing out of any truck on the adjacent lots, streets, common property, etc. Any concrete delivery, or dump truck washed out must be disposed of properly on the lot which received the material.
  - 6. Loud radios or noise is prohibited within Reunion.
  - 7. No trailers or vehicles (trucks, vans, cars, etc.) may be left on the streets or public areas in Reunion overnight. All construction equipment and vehicles may be left on the site while needed but must not be kept on the street or public areas.
  - 8. No temporary storage trailers or buildings are allowed.
  - 9. All burning is prohibited on site.

### **ARTICLE 5 - DESIGN GUIDELINES**

#### 5.1 Special Focus Lots:

- A. Special Focus Lots are typically located at street and lane intersections, at the end of a street intersection or view corridor, and/or against a street edge that defines common property or public outdoor space. Special Focus Lots and all lots, in which the proposed improvements will or may have a greater impact upon the character of the community, will receive more intense review in all aspects.
  - 1. Corner and Multiple Frontage Homes:
    - a. Homes on corner lots where two or more facades will be visibly exposed to the street or common open space, as determined by the ARC, shall be designed specifically to respond to these more predominant locations. The homes will have appropriate massing and/or other treatments on all publicly visible facades. All exposed facades will be treated with the same architectural quality and detail. The primary orientation of the buildings for the purpose of establishing front entries will be determined by the ARC.

2. Homes Terminating Views:

- a. Homes on lots that are located at the termination of a view corridor, vista, or street axis, as determined by the ARC, shall be considered Special Focus. Appropriate design and consideration will be required for building form and architectural treatment to enhance and emphasize the focal point of the streetscape. The primary orientation of the buildings for the purpose of establishing front entries will be determined by the ARC.

3. Homes Defining Public Areas:

- a. Homes on lots that are adjacent to street edge, that defines common property or public outdoor space, as identified by the ARC, shall be designed with porches or other elements and massing that respond to both the street and the public space.

B. Special Focus Homes:

1. These homes have the potential to have a significant visual impact upon the overall community and architectural character of Reunion. Typically, these homes are located at intersections of streets, located so they terminate a view from the street, or located so they define a street edge along a public area. The primary orientation of the buildings for the purpose of establishing front entries will be determined by the ARC.
2. The form, scale, and massing for the Special Focus homes should be composed so the main body, secondary wing, porches and entries compliment and emphasize the appropriate character required by the site's location. The homes should be sited towards and relate to the street, both functionally and visually, to the greatest extent possible. The main body of these homes will generally be located parallel to the front "build-to" line to establish a compatible streetscape image. These homes may also reinforce the streetscape with projecting porches, shade trees and other visual elements, such as garden walls or hedges and fences, which will define the front yard and street edge.

5.2 General Architectural Design:

A. Variety:

A variety of individual architectural designs with their respective appropriate details, materials, and colors are encouraged to create a unique overall "timeless" streetscape character. While no one single element on an individual home design shall overpower the composition, the same will be true for the streetscapes. No one home should stand out in the streetscape, either overtly or covertly. The goal is to create a streetscape and neighborhood of well-designed and crafted homes that compliments each other and the whole. Building footprints including porches and entry locations should generally vary from adjacent buildings. In special locations, the same or similar design, details, materials, and colors may be repeated on adjacent lots if approved by the ARC.

**B. Building Orientation:**

Except for special focus lots, buildings will be located to front towards and relate to the street, both functionally and visually, to the greatest extent possible. The major building orientation will be toward the main street and not toward parking areas, except for homes with front auto courts.

**C. Scale, Proportion, and Massing:**

The overall scale, form, massing, and basic proportions of building will be compatible with its overall architectural style. Home designs will generally be composed of a primary form or mass with secondary forms, wings, or porches that complement each other, and maintain similar character. The primary mass and composition will be composed in an understandable and time-tested manner. Buildings will avoid long, monotonous, uninterrupted walls and roof planes, overly complex or contrived forms, offsets, projections and multiple roof lines with excessive height. Front entrances will be appropriate in scale and massing to the overall style and character of the building architecture.

In general doors, windows and porches will be vertically scaled and proportioned. The scale and proportion of the overall home and the elements thereof will not be that which are typically found on lesser quality 'tract' or modular homes.

**D. Corner and Multiple Frontage Buildings:**

Buildings with two or more facades visibly exposed to a street or common open space or located on "Special Focus" lots as identified specifically, or determined by the ARC, will be designed to respond to these more prominent locations. Such buildings will have massing and/or other treatments on all exposed facades which will be treated with the same architectural quality and detail. The primary orientation of such buildings for the purpose of establishing front entries shall be toward the main or primary street or as determined by the ARC.

**E. Setbacks and Street Edge Treatment:**

The site plan will establish the minimum front, side, and rear setback distances. The front setback line will be used as a "build to" line and in most cases the front of the building should align with this identified 'build-to' line. The main body of the building should generally be located parallel to the front setback line to establish a compatible streetscape image. The streetscape may also be reinforced by projecting porches, shade trees, and other vertical elements, such as walls, hedges, and fences, which define front yards and street edges. Since there are multiple setbacks, i.e. home, driveway, pool, patio, etc., the plans and covenants should always be checked.

**F. Exterior Materials:**

Appropriate veneer materials are brick, stone, wood siding, wood shakes, and man-made stone siding or shakes as approved by the ARC. Cement Stucco shall consist of 3 coats of



nickel lathe on  $\frac{3}{4}$  inch plywood sheathing or masonry brick or block with a  $\frac{3}{4}$  space between the lathe and moisture resistant board. When siding or shakes are used for most of the wall surface, a brick or stone base is strongly encouraged. No aluminum, or vinyl siding, E.I.F.S. or "soft coat stucco" will be allowed. Materials may be combined on a single home, but a single material should cover most of the home. Any change in materials must occur only at an appropriate inside corner.

In the Dalton neighborhood, no Hardie Board or wooden materials may be used on the exterior of the home.

Standard sized brick should be used. "Queen" and other non-modular brick sizes are strongly discouraged. The use of brick and brick colors must be appropriate to the architectural design of the home. All brick must be reviewed and approved by the ARC. The use of natural stone, the color and pattern must be appropriate to the architectural design of the home. All stone must be reviewed and approved by the ARC.

Roof materials will consist of a bronze pre-finished standing seam metal or copper, slate or synthetic slate, wood shakes, or dimensional asphalt or dimensional fiberglass shingles. Unless otherwise approved by the ARC. Entire roofs cannot be metal or copper.

Low pitched porch and bay roofs of a grade of 4:12 or less, shall be bronze pre-finished standing seam metal or copper unless otherwise approved by the ARC. No galvanized roofs will be allowed.

All entry and window trim, soffits, fascia, cornices, and similar architectural trim elements will be constructed of painted or stained wood, or an alternate material approved by the ARC. No aluminum will be allowed.

G. Color Palette / Home Specifications:

A palette of materials and colors for any building or improvements shall be submitted for approval to the ARC prior to construction. See Article 8 for a list of exterior material specifications and color palette. Certain lot types may be limited to a standardized color palette and materials.

H. Gutters and Downspouts:

Half round and ogee shaped gutters with round or rectangular downspouts will be used where appropriate for the architectural design of a home. Downspouts should be located on the side or rear elevations of buildings. Downspouts will not be affixed to columns on front or front/side elevations. All Gutters and downspouts will be of copper or painted galvanized metal only unless otherwise approved by the ARC.

I. Chimneys:

Chimneys will be appropriate to the architectural design of the building. Overly expressive or massive projected terminations are not appropriate. Chimneys will be brick, stone or hard

coat stucco. Lap siding or EFIS chimneys are strictly prohibited. Where a chimney is visible from a street, the chimney will be at least 2'-0" taller than required by code. In all events, the chimney should extend to the ground. Prefabricated spark arrestors must be screened with a decorative chimney cap that has been approved by the ARC.

J. Flashing:

All visible flashing will be copper or painted galvanized metal only unless otherwise approved by the ARC.

K. Roofs:

The roof form and architectural embellishments such as cross gables, dormers, belvederes, masonry chimneys, cupolas, and other similar elements must be appropriate to the architectural design of a home. The roof pitch will be appropriate with the architectural style proposed and other than porches or special conditions will be the consistent. Rafter bearing heights, overhang dimensions, and cornice and rake details should be carefully studied and crafted to comply with the appropriate style. Fascia boards shall be on a 45-degree angle. No plumbing vents or mechanical flues shall be visible from any public views. All roof penetrations must be painted to match the existing roof color unless otherwise approved by the ARC.

L. Facade:

The front facade or elevation of a home will face and be generally parallel to the primary street. Front facades and architectural style, scale, proportion, materials and detail will comply with the appropriate images contained herein. While it is acceptable for the front facade to exhibit a greater degree of detail and importance, the side and rear facades must also embody a similar level of care. The compatibility of front, side, and rear facades of homes located on highly visible lots will be closely reviewed.

M. Column Base and Cap:

All facades or elevations visible from any public way or area will have a defined "base" and "cap". The base can be conveyed by clearly defining the main floor level of the home. A masonry material from the grade to the floor line or slightly projected masonry detailing on a home with a masonry veneer is recommended. The cap will consist of a fascia, frieze, cornice, eave, rake, or parapet at the intersection of the wall and the roof. All such details will be appropriate to the character, style, scale, and proportion of the home. Provide details and elevations, to scale, large enough to illustrate proportion, size, and profile.

N. Finish Floor and Ceiling Heights:

First floor ceiling heights are required to be a minimum of 10'- 0" and second floor ceiling heights are required to be a minimum of 9'- 0" unless otherwise approve by the ARC. Finished floor elevation, ceiling height and finish grade elevations for the main home and porches are to be indicated and illustrated during all phases of documentation reviewed by the ARC.

**O. Entries:**

The primary entrance (the front door) to a home will embody the character, scale, proportion, and detail of the overall home and its appropriate architectural style. The entry will be easily identifiable from the street. A walkway of an approved material will extend from the street to the steps, stoop or porch of the entry. Unless a porch design is utilized, the entry should provide at least minimal protection from the elements. Over scaled, out of proportion, overbearing or deeply recessed entries are inappropriate.

**P. Porches:**

Porches are encouraged when appropriate to the overall architectural character and style of the home. Porches will serve as either a part of an entry element and/or as an outdoor living space. Porches which visually appear as 'usable' (wider) will be designed as such within a minimum depth of 7'-0" unless otherwise approved by the ARC. The materials, scale, proportion and details will complement the overall architectural character and style of the home. Side or rear porches in which the floor level is 3'-0" above finished grade will have heavy timber or masonry posts or support columns. A solid masonry skirt wall is also appropriate.

**Q. Doors, Sidelights, and Transoms:**

Front entrance doors will be designed or selected to complement the design, style and character of the entry and the overall home's architecture. Four or six panel wood or  $\frac{3}{4}$  glass with wood panel below is in general appropriate styles. 8'-0" tall entrance doors are required. 6'-8" tall doors with the use of sidelights and transoms must be approved by the ARC and must be appropriate to the overall entry design. Metal molded or full glass French doors are not appropriate for use as a front door entrance. If used, sidelights must match the design of the entrance door. Transoms must have a minimum glass height of 12" and will be incorporated as a single door/ transom unit with continuous casing trim. Over-scaled, two-story or separate transoms are inappropriate. Storm or security doors are only allowed if the design, material and color match that of the entrance door and if approved by the ARC after review of full submittal of details or actual sample. Metal or fiberglass doors may be allowed for back door entrances only. Provide specs, manufacturer's type, style, elevations and details to scale of all exterior doors. These type doors must be approved by the ARC.

**R. Windows:**

Window types, sizes, style, trim and location will be appropriately designed and selected to be compatible with the homes overall design, style, and character. Windows will be wood, or metal clad windows only as approved by the ARC. NO EXCEPTIONS. A thick sash is desirable. No vinyl or vinyl clad windows will be approved.

If used, window mullions must be true or simulated divided lights which are appropriate to the architectural style of the home. Snap-in or removable mullions / grids are strictly prohibited. Windows will be vertically proportioned and head heights will be in proper proportion to the scale and mass of the home. In general, the typical 6'-8" head height is

prohibited, unless otherwise approved by the ARC. Under sized, short or 'trendy' multi-arched or shaped windows are not acceptable. Window size, style, and type should be consistent on all sides or facades. Typical brick mold casing will only be used when appropriate to the architecture. Wider casing, head trim or special molding will be appropriately sized and detailed. Provide manufacturer's specs, brochures, model, style, profiles, and details for review.

S. Shutters:

When shutters are used, they must be appropriate to the architectural design and style of the home. Shutters shall be made of minimum  $\frac{3}{4}$  inch wood. Shutters must be sized to match the window opening and will be mounted on hinges and held in place with hold backs or shutter dogs located along the bottom rail.

"False" decorative shutters which mount directly to the wall and shutters which do not match the height and  $\frac{1}{2}$  the width of the window opening is not acceptable. False shutters are acceptable but must be recessed and appear to be operable with proper hinges. Shutters for doubled or grouped windows are not acceptable unless they are sized to match the total width of the opening.

T. Dormers:

Dormers will generally be composed as a secondary architectural element or form used in a functional or nonfunctional fashion to compliment the primary form of the main structure. The mass and composition will be composed in an understandable and straight forward manner and should maintain the character and style of the design. Overly complex and contrived forms, offsets, projections and the resulting roof forms are unacceptable. Rafter bearing heights, overhang dimensions, cornice, and rake details should be carefully studied and crafted to comply with the appropriate style. Typically, dormer roofs will be hipped, gabled, shed, or arched depending on the characteristics of the main home style. In general dormers will be vertically scaled and proportioned and should tightly frame an appropriately sized and styled window. Dormer overhangs and rakes should be tight to the main body of the dormer and should be consistent on all four sides.

U. Columns:

The use of and appropriate selection, detailing, and implementation of columns along with their relationship to the frieze board or beam is critical in obtaining approval for an appropriate home design in Reunion.

Whether square, round, milled, masonry, or built-up columns are appropriate to the design of the home, the details from the grade to the roof shall be properly designed. The construction documents must contain details and sections which certainly illustrate the style, components, size, and location of any column, and the relationship to the frieze board or beam. The outside face of any column shaft will align with the outside face of the frieze board or beam above. The column cap will project beyond the face of the frieze board or beam, both at the inside and outside face of the column shaft and beam above. The column

base is typically larger than the capital and will be, or “appear” as, solid stone, brick, or wood. With special attention to detail, a design can maintain the desired image while providing proper ventilation as required. Visible aluminum vent blocks are inappropriate and will be discouraged. The foundation or porch edge must be extended beyond the edge of the frieze or beam above to allow proper column alignment. This must be properly detailed on the construction documents. All columns should be of wood, masonry, or a composite material and properly flashed to allow for a long-lasting waterproof condition.

V. Cornice and Rakes:

The use of and appropriate selection, detailing and implementation of cornices and rakes is critical in obtaining approval for an appropriate home design. All cornice and rake re-turns shall be 45 ° fascia boards unless otherwise approved by the ARC. See the Appendix for cornice detail. Vertical fascia boards may be used only if gutters are to be installed.

The construction documents must contain details and selection which clearly illustrate the style, components, sizes, and location of any cornice and rake. Care should be taken to assure the details proposed are appropriate for the style, materials, and overall design of a home unless otherwise approved by the ARC.

W. Single Bay Garage Design and Siting:

The location, massing, and scale of a garage will not compete with or overwhelm the primary body of the home. Garage forms, design, materials and detailing should be similar in quality to the home. A garage which is visible from the street or public view will receive careful design attention and should complement the primary facade unless otherwise approved by the ARC.

1. Acceptable Garage Door Locations:

Basement or lower level, as grade allows, entered from the side to the side of the primary home, but set beyond the entire main body structure. Front auto court design in which the materials and details compliment, yet the scale, mass, and form are secondary to the primary home. ‘Carriage House’ doors with a Pergola or Arbor structure creating a 30” recess is encouraged. Front ‘Carriage House’ design in which the front entry garage is located with the garage doors facing the street and behind the front facade of the main home. With this type of garage, the design, materials, details, scale, and proportions must be highly refined and will be carefully reviewed by the ARC. This type of garage must be located 25 feet behind the front facade of the main home not including porches or bays. ‘Carriage House’ doors are required. A 30-inch recess may be omitted if the garage doors are 35 feet behind the front facade of the main home. Unless otherwise approved by the ARC.

The garage doors on many designs are the single largest visible element (other than the roof) and typical “false panel” steel doors are not acceptable or allowed when the door is visible from the street or public way. Unless otherwise approved by the ARC.

Flush plank metal embossed doors are acceptable on all non-carriage house type garages. Where possible, garage doors will be 8' - 0" tall minimum. Garage doors will be recessed 30 inches within the wall plane, or a pergola or porch type roof can be extended above to minimize the impact.

Special attention should be given to the design of alley access garages so that the slope variance from the alley to the finished floor level of the garage is not too steep. Unless otherwise approved by the ARC.

Provide manufacturer's brochures, specs, model number, style, and color to ARC for review.

### 5.3 General Landscape Design:

#### A. Landscape Design:

Site design and plant materials for building sites shall reinforce the natural character of the woodland quality of the surrounding area. Cleared areas (front, sides, rear) shall be adequately landscaped with trees, shrubs, ground cover, and lawns native to the region and designed to complement the character of the proposed home in form, location, and scale. The use of plant material with advanced maturity and of the highest quality shall be used to give the property a finished and established character. The design and type of plant materials should take into consideration the overall character of the individual home while softening the horizontal and vertical lines of the architecture. A design, which emphasizes balance and integration of new planting and existing plant material, should be utilized to create a comprehensive planting scheme reflective of the natural environment. "Conventional" foundation plantings of a single row of plants are strictly prohibited.

In general, the landscaping should attempt to protect and preserve the natural landscape and topography of the site. The landscape design should present a maintained, yet 'natural' appearance. Existing trees should be saved whenever practical. Use of shrub masses and under story trees, balanced with larger canopy trees shall be used with an emphasis on delineation of open spaces and planting areas with natural appearance. All yards must be sodded.

The landscape design should place emphasis on blending the proposed building into the natural landscape. The landscape planting should complement the architecture without hiding the building. Consideration should be given to the type, size, and location of plant material, both at installation and when fully mature, so as not to hide the architecture. The minimum size of shrubs shall be 3 gallons. Each homeowner will be responsible for planting a required 45-gallon (2.5" in diameter or larger measured 12" above the root ball on container) Nuttall Oak. Each required tree must be planted every 50 feet. Location and spacing of these trees shall be coordinated with the location of existing trees in the neighbor's yard on each side of lot.

NOTE: The shape, configuration, and size of planting and flower beds should be appropriate and responsive to the form of the building or yard. Overly contrived, undulating, 'snake-like' edges or shapes are discouraged. Landscape design should attempt to present an overall maintained, yet 'natural' image.

All landscape plans must be prepared by a licensed Landscape Architect or an approved Landscape Designer. A current list of licensed Landscape Architects and approved non-licensed designers is available upon request. The ARC reserves the right to amend and modify this list at their discretion.

B. Streetscape:

Building will define the streetscape using generally consistent setbacks. The streetscapes will also be reinforced by projection porches, shade trees and other vertical elements, such as garden walls, hedges, or appropriate fencing, which define front yards and street edges.

C. Street Tree Planting:

To ensure uniformity and to convey an overall sense of community, a master tree planting plan has been developed depicting required street tree planting along the frontages of the properties.

Each homeowner will be responsible for planting a required street tree - a 45-gallon (2.5" or larger 12" above the root ball on container) Nuttall Oak. Each required street tree must be planted every 50 feet of linear street. The Landscape Architect or approved Landscape Designer shall be responsible for coordinating the location of these trees with the existing trees on either side of the lot.

D. Clear Sight Triangle:

On corner lots facing two or more streets, no structure or other vision obstructing object, including landscaping greater than 12" high will be placed within the triangular area formed by measuring 25'-0" along each curb line from the point of intersecting curb lines at such corner and connecting such points to form a triangle.

E. Site Grading:

1. The site analysis should take into consideration the natural ground forms. The critical decision is how to adapt existing grades so they will be a cohesive part of the individual and overall site development, relate to functional uses of the site as well as relate to the architectural character of the home design. Conversely, the architectural character of the home design should relate strongly to the existing site grades rather than "force" the melding of the two. The primary requirement with appropriate site development is to maintain enough of the existing elevations, forms, and shapes of the land so that the overall design stays in harmony with adjacent or other nearby landforms.

2. Site grading shall adhere to existing drainage patterns of the area. Care shall be taken not to impact adjacent properties by concentration of site or home drainage. Finish grades and elevations must be compatible with neighboring sites, particularly with regards to drainage. Individual lot grading shall be kept to the minimum to facilitate the construction of the home. Mature plant material to be retained shall be protected by safety fencing prior to beginning of grading. Silt fencing is required and must be maintained in all areas that may negatively impact adjacent sites, lakes, golf course and roadways.

F. General Drainage Notes:

1. Finish grade must tie into existing grade at the property line. Tie in slopes should not exceed 30%.
2. Ensure that swales catch water from the property as noted on plans and does not adversely flow onto adjacent lot.
3. Provide downspout locations, discharge point locations, and ensure there is not a concentrated flow towards adjacent properties. Show downspout locations on Landscaping Plan for coordination with piping to proper storm drainage.
4. If any subsurface drainage is being used, it must be shown on the grading plan along with pipe size and discharge locations.
5. Show all easements and setbacks on grading plans.
6. Once foundation is poured and forms wrecked, grade slopes so that contours tie in at the property line. Once this work is completed, contact the ARC office to schedule a review of this grading prior to moving forward.
7. Prior to the installation of any subsurface drains, gutter lines, or irrigation, builder/owner must schedule a review with ARC to make sure all grades are tied in at the property lines.
8. See Appendix for drainage swale details.

G. Driveway Aprons and Sidewalks:

The homeowner will be responsible for construction of a suitable driveway, drive apron, and street side sidewalk that complies with Sidewalk and Drive Apron Detail located in the Appendix. All driveways, aprons, guest parking, and back outs must remain a minimum of seven feet from any property line for drainage purposes, unless otherwise approved by the ARC. All driveways must be installed within the setbacks as established on the approved plat.

H. Paving:

All paving materials for front walks and driveways including stained or colored concrete or masonry pavers must be approved by the ARC. Typical washed aggregate material is prohibited. All community street side sidewalks must remain natural broom finished concrete only.



**I. Building Orientation:**

Except for special focus lots, buildings will be sited towards and relate to the street upon which the front entry is located. The primary orientation of corner and multiple frontage sites for the purpose of establishing front entries will be determined by the ARC. Each building will have a walkway connection between the front entry and the street, where applicable. Courtyard and carriage house garages are appropriate when designed as a secondary structure and the style, materials and details are in keeping with the primary home. No “stand alone” structures allowed, unless otherwise approved by the ARC.

**J. Utility / Equipment:**

Electrical and gas utility meters and A/C compressors will be unobtrusively located toward the rear of home and screened from public view by landscaping or appropriate fencing. Transformers on individual lots must be screened with landscaping to minimize visual impact.

**K. Refuse / Storage:**

Refuse containers, wood piles, etc. will be stored within an enclosed storage area, appropriately fenced, walled or screened by landscaping from public view.

**L. Exterior Lighting:**

Exterior light fixtures viewed from the street will be of a style, size and material that is appropriate to the home's architectural character. The quantity, lamp, type, location, and mounting height will be reviewed and approved by the ARC.

1. All outdoor lighting shall be directed to avoid glare and excessive light spillage on adjacent property and fronting streets. All questions pertaining to “glare” and/or “excessive light spillage”, shall be determined in the sole discretion of the ARC.
2. All light sources shall have a white color within the color temperature range of 2700 degrees to 4500 degrees. Golden, yellow, blue, reddish or green light sources shall not be permitted except when incorporated into holiday exterior holiday lighting during the times as set forth in subsection (d) below. Any violation may be subject to a fine of One Hundred Dollars (\$100.00) per day until remedied.
3. No exterior light(s) will be installed or maintained on any lot which light is found to be objectionable by the ARC at their sole discretion. Upon being given notice by the ARC that any exterior light is objectionable, the Owner of the lot on which same is located will immediately remove said light or have it shielded in such a way that it is no longer objectionable. Any violation may be subject to a fine of One Hundred Dollars (\$100.00) per day until remedied.
4. Holiday style Christmas decorative lighting shall not be installed or maintained earlier than November 1 and must be removed by the next following January 15. Any

other holiday style lighting (Memorial Day, July 4<sup>th</sup>, Labor Day, Halloween, Thanksgiving, etc.) shall not be installed or maintained earlier than two (2) weeks prior to the date of the holiday and must be removed within one (1) week following the date of the holiday. Any violation may be subject to a fine of One Hundred Dollars (\$100.00) per day until remedied.

**M. Fences, Walls and Locations:**

**1. General Information:**

Refer to the filed plat and/or the DCR to determine what type of fencing is allowed on the lot. All fence and wall designs must be approved by the ARC. Fences and walls will be architecturally compatible with the design, materials, details, and colors of the principal home on the same lot. All fences and walls will be designed so that a finished side faces outward from the property on which it is located. No wooden fence shall be installed in a manner that would impede the natural flow of water between adjacent properties. Chain link fencing is prohibited. The wood species shall be submitted to the ARC for approval. If required, front yard retaining walls will be brick or natural stone only. If required, handrails of a design appropriate to the design of the home and the design, materials, details, and colors of the retaining wall will be reviewed and approved by the ARC.

Iron fencing along all waterfronts must not exceed 4'. Wood fencing is not allowed.

All Fencing in the Dalton neighborhood must be 4' iron fencing. Owners are responsible for locating their property lines. Refer to Plat or Covenants for the type of fencing allowed on Lot.

**2. Front Yard, Corner Lot, and Common Area Open Space Fencing:**

Refer to the filed plat and/or the DCR to determine what type of fencing is allowed on the lot. Front yards, corner lots, and yards addressing common area open space may have a non-solid fence provided that its height will require approval by the ARC and its location is no closer to the sidewalk than the property line of such lot. Fence posts and gateways must be correctly proportioned with the fence. Taller features, such as a trellis entryway, are encouraged but will require approval from the ARC. Typical shadow box fences, chain link fences, overly detailed or awkwardly detailed fences are prohibited. Vinyl fence material is not allowed in front of the primary facade and only in other areas if approved by the ARC.

**3. Side Yard Fencing:**

Refer to the filed plat and/or the DCR to determine what type of fencing is allowed on the lot. Side yard fences adjacent to streets or common open space will maintain the style and quality standards of the front yard fence. The good side of the fence shall face out to the streets or common open space. Side yard fences between lots may be up to six (6) feet tall and 100% solid with an appropriate cap detail. All side yard fences must transition to a front yard fence.

4. Rear Yard Fencing:

Refer to the filed plat and/or the DCR to determine what type of fencing is allowed on the lot. Rear yard fences will be simplified in design compared to the front and side yard fences and shall not exceed six (6) feet in total height, unless otherwise approved by the ARC. Solid fences shall have decorative cap detailing. The good side of the fence will face the lane or neighbor. Rear fencing along a neighborhood Walking Trail shall be 4' or 6' iron fencing as approved by the ARC. Rear fencing along Waterfront Properties shall not extend past the sea wall and only 4' iron fencing is permitted along the sea walls and 30' up each side of the lot. Rear fencing along Golf Course Properties shall be 4' iron and 30' up each side. All fencing on common property shall be 5' iron joining the common property. Rosedowne and Langdon may be 6' iron. Owners are responsible for locating their property lines.

N. Mailboxes:

See mailbox detail in the Appendix for the appropriate mailbox design and ordering information.

O. Pools, Spas, Satellite Dishes, and Play Equipment:

Satellite dishes, antennas, and play equipment must be located out of public view and must be approved by the ARC. Pools, spas, and accessory structures will match or compliment the home design, decking or walkways must be 7 feet or more from any property line and detailing must be approved by the ARC. No prefabricated storage buildings are allowed. Any solid covered structures must be inside of the setbacks (excluding ARC approved boathouses). Waterline of pools/spas must be a minimum of 10' from property line.

5.4 Golf Course Properties:

Golf Course Landscape Design and Fencing must be approved by the ARC. Screen planting along the course is allowed to enhance the homeowner's privacy. Special care should be taken not to obscure adjoining homeowner's view corridors. Acceptable screen planting includes, but is not limited to: Leyland Cypress, Wax myrtle, and Cherry Laurel.

5.5 Waterfront Properties:

A. Waterfront Landscape Design and Fencing must be approved by the ARC.

B. Shoreline Stabilization - Each individual lot owner is responsible for the shoreline stabilization within two (2) years of initial purchase of their respective lot. See attached shoreline stabilization specifications and detail.

C. Pool Requirements - All swimming pools built on any lot that abuts water in Reunion must be built to a minimum of 6" above the 100-year flood elevation. The 100-year flood elevation for all lakes in Reunion except for the lake in Covington is 327.500' MSL. The 100-year flood

elevation for the lake in Covington is 330.000' MSL. Therefore, no pool shall be built on any lot that abuts water in Reunion, other than Covington, lower than 328.00' MSL. No pool shall be built on any lot that abuts the lake in Covington lower than 330.500' MSL.

- D. Boathouse, Boat Slip, Pier, and Boardwalk Placement - Specific home sites have been approved for boathouses and boat slips. Other home sites have been approved for pier or day docks only. A special exception may be granted for a boathouse on a pier only home site, if conditions warrant. This exception will be addressed by the Lake Committee and the ARC on a case per case basis. Approved boathouse plans can be obtained by contacting the office of the ACC.
- E. Winchester, Winbourne, and Lakeshire Subdivisions have their own boat house plans. Contact the ACC for approved plans.
- F. Boathouse Requirements, Specifications and Details:
  - 1. Boathouse Requirements are as follows:
    - a. All boathouses are not to exceed rear property lines of said lot.
    - b. All boathouses not to exceed more than 22' from seawall.
    - c. All boathouses must remain within the side setbacks from property lines.
    - d. All boathouses are recommended they have a minimum finish floor elevation of three-hundred twenty-eight and a half feet (328.5') for any living space.
    - e. All boathouses may or may not be approved for an individual lot depending on lot width and shoreline.
    - f. All boathouses, customized or Reunion prototypes, must be approved by the ARC.
    - g. Grinder pump may be required for treatment of sanitary sewer.
- G. Boathouse Specifications are as follows:
  - 1. All roofing to be 24 gauge 16" metal standing seam with no striations between seams and shall be of burnish slate or equal (submit color brochure) color.
  - 2. Drip edges required as shown in boathouse drawings & shall match the roof color.
  - 3. All venting through the roof shall be copper or painted to match the roof and must be on the opposite side of the boathouse from the water.
  - 4. All Finials shall be of painted metal to match roof or copper and designed exactly to the details required.
  - 5. All siding and trim shall be of hardy-plank, cedar, or cypress. (colors to match or blend with residence colors)
  - 6. All windows to match details of drawings and/or residence.
  - 7. All details must match details of boathouse drawings.
  - 8. Placement of boathouse to be shown on site plan and approved by the ARC.
- F. Boat Slip Requirements, Specifications and Details:
  - 1. Slip Requirements are as follows:
    - a. All boat slips are not to exceed rear property lines of said lot.
    - b. All boat slips must remain within side setbacks from property lines.

- c. All boat slips not to exceed more than 22' from seawall.
- d. All boat slips must recess a minimum of 6' from seawall (8' preferred).
- e. All boat slips must be a minimum of 10' in width.
- f. All boat slips may or may not be approved for an individual lot depending on its width, depth, and shoreline impact of boat slip on neighboring lots' reasonable views.

G. Boat Slip Specifications and Details:

- 1. Are available upon request from the ACC.

C. Pier and Boardwalk Requirements, Specifications and Details:

Pier and Boardwalk Requirements are as follows:

- 1. All piers must remain within the side setbacks from property lines.
- 2. All piers shall not exceed 16'x 16' in size or shall not exceed 16' from the face of the seawall and no more than 256 square feet in area.
- 3. All piers must have a seawall that extends the entire length of the property.
- 4. All piers must have a minimum finished floor elevation of 326.5 feet.
- 5. All boardwalks may extend the entire length of the property if so desired.
- 6. All boardwalks that are built will have a maximum 3' width.

**ARTICLE 6 - NEW ARCHITECT/DESIGNER APPLICATION FORM**

Company Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_

**Customer References**

(Please provide the name, address, and contact number of two customer references):

1. \_\_\_\_\_

2. \_\_\_\_\_

**Addresses of Last Two Homes Designed within the past five years.**

(Please list the address and street location of the last two homes you designed):

1. \_\_\_\_\_

2. \_\_\_\_\_

**Required Attachments**

- A copy of your Mississippi State Board of Architecture license.
- Proof of liability insurance.

**Compliance and Certification**

Are there any pending actions or investigations involving you or your company before the Mississippi State Board of Architecture?

☐ Yes

☐ No

I hereby certify that the information provided in this application is true and accurate to the best of my knowledge. Additionally, I acknowledge and agree to adhere to all Reunion Architectural Design Guidelines, Covenants, Rules, and Regulations as set forth by the Reunion Property Owners Association and its Architectural Review Committee (ARC). All necessary approvals will be obtained before the commencement of any work.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

**ARTICLE 7 - NEW BUILDER APPLICATION FORM**

**7.1 GENERAL INFORMATION:**

Company name: \_\_\_\_\_

Contractor name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Cell phone number: \_\_\_\_\_

Office or home phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

**7.2 LIST CUSTOMER REFERENCES:**

NAME	ADDRESS	PHONE#
------	---------	--------

1.	_____	_____
----	-------	-------

2.	_____	_____
----	-------	-------

Address and date of completion of the last two homes you built:

ADDRESS	LOT #	DATE OF COMPLETION
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1.	_____	_____
----	-------	-------

2.	_____	_____
----	-------	-------

**7.3 MUST ATTACH ALL OF THE FOLLOWING:**

- A. Attach a copy of your Mississippi builder's license.
- B. Attach a copy of your liability insurance and workman's comp.
- C. Attach proof of homebuilder's association membership.
- D. Are there any pending actions against you or your company before the MS contractors board?  
\_\_\_\_\_ yes \_\_\_\_\_ no

I certify that the above information provided is true and accurate.

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

**ARTICLE 8- DESIGN REVIEW APPLICATION AND DETAILS**

Owner Name: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Cell Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Owner E-Mail: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

Builder Name: \_\_\_\_\_

Builder Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Builder E-Mail: \_\_\_\_\_

Subdivision & Lot: \_\_\_\_\_

Street Address: \_\_\_\_\_

**Architect/Designer Information**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Landscape Architect/Designer Information**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_



## 8.1 PROJECT TYPE:

### New Home

Living Area Sq. Ft. \_\_\_\_\_ Spec. \_\_\_\_\_ Custom \_\_\_\_\_

Residential Addition \_\_\_\_\_, Pool & Spas \_\_\_\_\_, Structures \_\_\_\_\_,

Fireplaces \_\_\_\_\_, Fire Pit \_\_\_\_\_, Arbors \_\_\_\_\_,

Sea Wall \_\_\_\_\_, Pier \_\_\_\_\_, Boat Slip \_\_\_\_\_,

Boathouse \_\_\_\_\_, Play Equipment \_\_\_\_\_, Trampolines \_\_\_\_\_,

Change Exterior of Home \_\_\_\_\_, Fence \_\_\_\_\_, Landscaping \_\_\_\_\_.

### A. Notice:

All submittal requirements must be submitted to the POA no later than 12:00 noon on Wednesday, 1 week prior to the ARC meeting at 105 Reunion Blvd in Reunion. The Reunion ARC meets on the 2nd & 4th Wednesday of each month unless otherwise noted by the POA/ACC.

### ARC/POA Contact Information:

Phone: 601-499-0400

Email: [office@reunionpoa.com](mailto:office@reunionpoa.com)

Office Hours-Monday, Tuesday, Wednesday, Thursday, Friday 8:00 a.m. - 4:00 p.m.

All review submittals must be accompanied by a copy of the filed deed to the lot under review, for proof of ownership.

### B. Builder Requirements:

#### 1. Builder's approval:

To become an approved builder in Reunion, the builder/contractor must complete, submit, and have approved Builder Application (see Article 7). The Builder Provisional Approval is based on the application with the intent of only the first project in Reunion being approved. Strictly adhering to Architectural Control will set grounds for future projects in Reunion. Failure to comply with the Reunion ARC, these Rules and Regulations, and the DCR may result in further projects being disapproved or revoked.

Additionally, the ARC, on behalf of the POA, may enforce any of these Rules and Regulations to the extent necessary pursuant to the DCR, including a judgment against you and/or the property for the amount expended to remedy the situation and all costs incurred therewith.

#### 2. Lot Owner's Approval:

To build a home on your intended lot, the lot owner must have an approved builder on file with the ARC. The lot owner must follow all steps in the Design Review Procedures (see Article 3), and in the Construction Regulations and Restrictions (see Article 4).

8.2 EXTERIOR MATERIAL SPECIFICATIONS AND COLOR PALETTE:

Brick:  
Name: \_\_\_\_\_ Old \_\_\_\_ New \_\_\_\_ (check one)

Size: Queen \_\_\_\_\_ Modular \_\_\_\_\_ Other \_\_\_\_\_ (check one)

Mortar Color: \_\_\_\_\_ Special Notes If Any \_\_\_\_\_

Smear: Yes \_\_\_\_\_ No \_\_\_\_\_ Type of Smear: Heavy \_\_\_\_\_ Light \_\_\_\_\_ (check one)

Smear Color \_\_\_\_\_

Painted Brick: No \_\_\_\_ Yes \_\_\_\_ Painted Brick Color: \_\_\_\_\_

Paint/Stain: Include Brand Name, Number, Color, and Sample Paint Chip

Trim Color: \_\_\_\_\_ Paint Brand: \_\_\_\_\_ Paint # \_\_\_\_\_

Home Color (if painted): \_\_\_\_\_ Paint Brand: \_\_\_\_\_ Paint # \_\_\_\_\_

Shutter Color / Brand: \_\_\_\_\_ / \_\_\_\_\_

Exterior Doors: Stain or Paint Color: \_\_\_\_\_

Garage Doors: Style or Finish and paint color: \_\_\_\_\_

Siding Color / Brand: \_\_\_\_\_ / \_\_\_\_\_

Gutter/Downspouts: (if painted) \_\_\_\_\_ (if not painted, must be copper or bronze colored galvanized metal)

Metal Roofing (4:12 pitch or less if painted) \_\_\_\_\_ (must be copper or bronze colored standing seam metal if not painted)

Window Brand: \_\_\_\_\_ Window Color: \_\_\_\_\_

Window Type: Wood / Wood Clad / Metal Clad (circle one)  
(Windows must be wood or metal clad as approved by ARC. No vinyl or vinyl clad windows will be approved)

Roof: Brand \_\_\_\_\_ Color: \_\_\_\_\_

Column Materials: Old Cypress/Pine Timbers \_\_\_\_\_ New Cypress/Pine Timbers \_\_\_\_\_  
Color: (if stained) \_\_\_\_\_

Courtyard: Yes \_\_\_\_\_ No \_\_\_\_\_ Material (Brick or Stucco): \_\_\_\_\_

Color / Finish (Smear, Paint or Unpainted): \_\_\_\_\_

Provide specs and color of additional materials that may not be listed in this Color Palette.  
Specifications: Provide manufacturers Specs, model number and color on all exterior materials.

### 8.3 OWNER / BUILDER VERIFICATION

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The undersigned Lot Owner and/or Homeowner and/or Builder and/or Contractor hereby verifies the existence of workers' compensation coverage for all subcontractors, laborers, and any other individuals engaged in work on the property described below.

The undersigned Lot Owner and/or Homeowner and/or Builder and/or Contractor agrees to hold harmless and indemnify the Reunion Property Owners Association, Inc. and Reunion Inc. against all occurrences on the work site. A copy of the general liability and workers' compensation coverage will be provided to the POA listing both the POA and Reunion, Inc. as an additional insured.

Furthermore, the Lot Owner and/or Homeowner and/or Builder and/or Contractor acknowledges and agrees to adhere to all DCR & Rules and Regulations. All necessary approvals must be obtained before commencing any work. The Lot Owner and/or Homeowner and/or Builder and/or Contractor recognizes that new homes cannot be occupied until final approval has been granted and confirmed in writing by the ARC.

No stockpiling or dumping of trash or building materials onto adjacent lots, streets, common property, or into the lake is permitted without written permission. In the absence of permission to use adjacent properties, the disturbed area must be cleaned up, and sod must be placed on the affected area.

Permission is hereby granted for members of the ARC to enter the property for a reasonable inspection of the construction site.

The undersigned Lot Owner and/or Homeowner and/or Builder and/or Contractor certify that I/we have fully read, understand, and agree to comply with the Reunion Property Owner's Association, Inc.'s Architectural Review Committee Rules and Regulations and all the documents listed in the Rules and Regulations, Article 1.4, Applicants Minimum Required Documents and the MDEQ (SWPP) Storm Water Prevention Plan Guidance Manual available on the website at Reunion, Madison County Chancery Clerk's Office, and MDEQ. If unable to access the websites electronically, I/we have requested and picked up a printed copy at their office.

I/we understand and agree that failure to obtain prior written approval for any exterior changes to the approved plans may result in violations and fines assessed against the Lot Owner and/or Homeowner and/or Builder and/or Contractor, as well as possible legal action.

I/we have read and understand the requirements of MDEQ, Madison County Chancery Clerk's Office, and Reunion's Rules and Regulations for storm water prevention and silt fence installation and maintenance.

Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

Owner (print full name) \_\_\_\_\_

Builder Signature \_\_\_\_\_

Date \_\_\_\_\_

Builder (print full name) \_\_\_\_\_

## **APPENDIX**

### Fee Structure

#### Drawings and Details:

- J. Typical Cornice Detail
- K. Civil Grading and Drainage Details (5)
- L. Sidewalk and Drive Apron Detail
- M. Gravel Construction Drive
- N. Sidewalk Ramp at Roll-over Curb
- O. Guest Parking Auto-court and sidewalk Detail
- P. SCNOI Form
- Q. Mailbox Details
- R. Silt Fence Details

#### Miscellaneous Drawings and Details for Reference and illustration Only:

- 4. Typical Retaining Wall Section
- 5. Rolling Block detail
- 6. Brick Courtyard Fence Detail