

LAKE CAROLINE DESIGN GUIDELINES



Check with the LCOA office to obtain the latest version
of these guidelines.

These guidelines are authorized by LCOA ARC and the
LCOA Board of Directors
Revised 2-18-10

**LAKE CAROLINE DESIGN GUIDELINES
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10/23/03/amended01/21/04amended04/16/0 amended01/05/05amended 4/04/07, amended 6-15-08,
amended 2-18-10

INTRODUCTION

These design guidelines are intended to aid in the planning and completion of any construction project or other lot alteration at Lake Caroline. They are subject to change by the Architectural Review Committee when said committee deems such action necessary. Therefore when ever any new project is undertaken, an updated copy of the design guidelines should be obtained for any changes or additional information concerning your plan.

ARCHITECTURAL REVIEW PROCESS

An Architectural Review Committee will review all construction, design and plans for:

- Consideration of primary site design issues.
- Sensitivity to special landscape potential of the area.
- Excellence in architectural design.

The Architectural Design Guidelines have been established to provide property owners, architects and contractors with a set of parameters for the preparation of their drawings and specification.

ARCHITECTURAL REVIEW COMMITTEE

Lake Caroline is designed to be a unique community of single family homes, garden homes and limited commercial. The power to approve or disapprove individual building plans is the responsibility of the Architectural Review Committee. The Committee does not seek to restrict individual creativity or preferences, but rather to maintain within the overall community the aesthetic relationships of building to site and building to building. As the community matures, these prime relationships will become increasingly important aspects requiring resolution through the design process.

Prior to commencement of any construction activity of any type on any residential lot, an Application For Approval of such work must be submitted by the property owner and builder/contractor to the Architectural Review Committee. Approval by the Committee must be received prior to the start of tree removal, grading or construction. All applications for all approvals should be sent to:
Lake Caroline Owners Association
667 Bellevue Drive
Madison, Mississippi 39110

Subdivision Architectural Review Committee

Before initial or final inspection approval is given by the LCOA ARC, the owner must have written approval by his/her subdivision ARC, where applicable.

SCHEDULE OF ARCHITECTURAL REVIEW FEES

Fence or small project	\$150
Pool	\$400
Residential addition	\$400
Outdoor structure	\$300
Post construction site grading, drainage, landscaping, etc.	\$300
New home construction	\$400
Preliminary plan review (elevation).....	\$100

SUBMITTAL REQUIREMENTS FOR ARCHITECTURAL REVIEW

(A) Building plans at a reasonable scale and building specifications, which shall include the location, nature, shape, height, materials, color and finish of materials, type of construction, floor plans and other characteristics of the improvements and other information required as specified by the Architectural Review Committee.

(B) A site plan at a reasonable scale and with accurate grading which shall show the location of all improvements, houses on adjacent lots, drainage which will coordinate with the overall area drainage, exterior lighting and signs, pedestrian walkways, vehicular circulation and parking areas, and designation of all utility lines, air conditioning units, aerial lines, pipes, conducts, transformers and similar equipment.

(C) A landscape plan

(D) A construction time table or schedule, including anticipated completion date.

* Submittals for additions, pools, fences, outdoor structures, and landscaping should incorporate the appropriate items listed above.

(E) Any mud or debris brought or washed into the street shall be cleared immediately by the builder/contractor or owner. Failure to comply with the above guidelines will result in fines according to the LCOA Rules and Regulations.

* Application for new house or boathouse starts shall include full plans, elevations, specifications, site plan, landscape plan, construction schedule and builders name, address and license number.

* Before approved plans are returned to the builder, silt fencing must be installed 6”below grade and the crushed limestone driveway shall be installed. Madison County guidelines for erosion control shall be followed.

* The Architectural Review Committee reserves the right to modify, change or amend any of the above requirements at anytime without notice

BUILDER'S CRITERIA

IT IS MANDATORY THAT ALL BUILDERS AT LAKE CAROLINE MUST BE LICENSED IN THE STATE OF MISSISSIPPI.

PRE-APPLICATION RESEARCH

It is the responsibility of the lot owner to acquaint his or her contractor, agents, and building team with the Architectural Review Committee and the Declaration of Covenants for Lake Caroline. Madison County and other governmental authorities and their planning departments which have jurisdiction over Lake Caroline subdivision. They should be contacted at the beginning of the planning process to insure compliance with their requirements.

PROCEDURAL FLOW CHART

The following flow chart represents the necessary procedures in the process of building a residence in Lake Caroline. It is important to mention that any deviation from the procedures could cause unnecessary delays or additional costs if approvals are not obtained prior to construction. A preliminary review of architectural style is encouraged.

**RESIDENTIAL STRUCTURES:
MODIFICATIONS/ADDITIONS**

**PRELIMINARY APPROVAL
CHANGES/ADDITIONS
FINAL APPROVAL
CONSTRUCTION**

RESIDENTIAL LANDSCAPING:

**PRELIMINARY APPROVAL
CHANGES/ADDITIONS
FINAL APPROVAL
OCCUPANCY**

PRELIMINARY DESIGN APPROVAL

If you are building in Belle Pointe, Camden Court, Northshore, Katherine Point or Pembroke Cove, the ARC Committee for your community will need to review your plans before the LCOA ARC Committee reviews the plans.

Together with a completed copy of the application for approval, two (2) complete sets of the following information will be required to be submitted to the LCOA Architectural Review Committee. One set is to be returned to the property owner after completion of the review. One set is to be retained by the committee.

A. Plot plan drawn to scale showing the following:

- 1. All proposed structures, improvements, set-backs, existing trees (trees over 6" caliper measured four feet above natural grade) and natural amenities.**
- 2. North arrow and scale (20'= 1" or 30'=1").**
- 3. Owner's name, present address and telephone number.**
- 4. Architect's/Designer's name, or Owner's representative, present address, and telephone number.**

- B. Grading plan (preliminary) showing:**
 - 1. Topographic plan showing existing contours.**
 - 2. Contour plan showing cut and fill requirements.**
 - 3. Retaining wall locations and heights.**
- C. Floor plan showing overall dimensions and area of structure 1/4" scale.**
- D. All major elevations (front, rear, side (2)) at 1/4 inch scale with overall height dimensions. The Architectural Review Committee requires lake front, street and both side elevations on plans. These elevations should show the entrances and exits to lake front and street front.**
- E. Description of all exterior materials, roof materials and colors. Samples must be provided.**

FINAL DESIGN APPROVAL

Two (2) complete sets of the following information in addition to that required for the preliminary design approval will be required to be submitted to the Committee. One (1) set with approval is to be returned to the owner upon completion of review.

- A. Final Grading and improvement plans.**
- B. Final plot plan, all building elevations, floor plan(s), and all plans related to ancillary structures.**
- C. Final Construction specifications.**
- D. Owner's proposed construction schedule.**
- E. Final landscape design and working drawings.**

Procedure for Preliminary Design Approval and Final Design Approval must be in accordance with Article VIII, Section 1 of Covenants. If work is not started by the owner within 180 days approvals will have expired.

DRAINAGE

Drainage considerations for individual sites play an important part of the overall ecological balance of the site. Water runoff for each individual building site must be handled by adequately sloping all areas so that runoff can be directed to the natural drainage areas or to storm drainage facilities, and not burden adjacent lots. Silt fencing must be constructed and maintained throughout the construction process.

DESIGN CRITERIA

GARDEN HOMES

In order to maintain architectural compatibility with existing homes, the Garden Homes should maintain a raised cottage style.

MAILBOXES

All mailboxes shall be black unless standardized by neighborhoods. Mailboxes must be between 42 to 44 inches from the ground. The Garden Home area has a vertical 4x4 post with a horizontal 4x4 brace with a 4x4 on a 45 degree angle. All other neighborhoods have a Black Iron decorative post with Black mailboxes. Copper Sculptures on Lakeland Drive has all of the guidelines for the mailbox in all areas of Lake Caroline. Contact the LCOA office for approved mailboxes.

WINDOWS

All windows shall be wood, or wood clad with aluminum or vinyl. All shutters must be made of wood and must be operable or appear to be operable. Shutters must cover the window when in the closed position.

Design of shutter to be in keeping with the style of house approved. (Supply detail)
Screens on front of house must be full covering 100% of the window.

HANDRAIL/DECKS/PATIOS/WALKS

All plans for handrails and porch decking must be submitted for approval prior to construction. Several approved Handrail designs are available upon request. All handrails must be stained or painted with Cabot "Silver Gray" or "Gray/White" combination. Any alternate colors must be approved by the Architectural Review Committee on an individual basis. All concrete surfaces other than driveways must be stained or washed aggregate. Decks shall not exceed 22' from seawall outward into the lake. The maximum deck width is 10' from the property line.

CHIMNEYS

All chimneys are required to have a chimney cap. Caps may be copper, metal or brick. All chimneys to be faced with brick or stucco.

SIDING

All wood siding should be of solid real wood or Hardy Plank, not of particle board construction or similar substitutes. No vinyl siding on sides of houses and under soffits.

BRICKS

All bricks shall be a Red Tone or approved color. Common Brick must be painted. A partial list of approved Brick is available at the Owner's Association office.

GARAGES

All homes are required to have Garages. All homes must have Garage Doors, either wood or metal doors. If the Garage doors are metal, they must be a minimum of 24 gauge thickness or better. Most lots in Lake Caroline have been designed with enough width to permit side loading Garages. The Architectural Review Committee will approve front loading Garages only in areas where lots are smaller.

LANDSCAPING

Two (2) complete set of Landscaping plans must be submitted with the plans for houses and boathouses. All landscape designs must be drawn by a Landscape Designer or Landscape Architect. Landscape installation must include the entire perimeter of house, a material list, lighting detail, deck detail and fence detail. All shrub sizes must be three (3) gallon minimum.

DSS LOCATION

The location of all DSS TV dishes should be included on all house and landscape plans. DSS dishes should be located on the lower 1/3rd of the side of the house and due to the individualistic nature of each house plan. The Architectural Review Committee must approve any dish location, and landscape coverage must be sufficient to hide the dish from both street and lake. All satellite dish pre wiring should be located on the southwest side of the house.

BOAT SLIPS AND/OR BOAT HOUSES

All boat slips and/or boat houses shall be located inside the lot waterline. Boat slips shall be a minimum of 22' in length and a minimum of 10' in width except boat slips for storage of pontoon boats. No boat shall protrude beyond shoreline from boat slip. Roof overhang from boat house must be 10' from side property line for full sized lots, and 5' for garden home lots.

The Garden Home Area has two types of boathouses approved: Type A and Type B. Both sets can be obtained upon request from the Lake Caroline Club House office. There will be a \$200.00 charge for the Type A and Type B boathouse plans. The maximum enclosed square footage shall not exceed 1000 sq. ft. The maximum distance from the seawall to the opposite end of the boathouse shall not exceed 55 feet, including the boat slip. The maximum height shall not exceed 27 feet. The roof pitch shall be a minimum of 8/12. Flat roofs over dormer windows shall be a minimum of 4/12 pitch. All boathouses shall have a 25 ft concrete or asphalt driveway connector to the street. All boathouses shall be landscaped and maintained using the same guidelines as a house.

SHORELINE STABILIZATION WALLS

Only complete and properly maintained seawalls stabilize the shoreline. Seawalls that have missing boards, incomplete caps or washout areas do not meet the criteria for “stabilized shoreline”. All retaining walls must be built along the natural shoreline and shall be to approved specifications, with approved materials. The seawall shall not be moved from its original placement. Owners are responsible for making sure the retainer wall is built to specifications. A complete list of specifications is available upon request at the Lake Caroline Club House Office. A completed seawall is required before home construction can begin on waterfront lots.

WALLS AND FENCES

Walls and fences are considered as an extension of the architecture of the residence. They serve to make a transition between the mass of the architecture and the natural forms of the site. All walls, arbors and fences shall be designed to be compatible with the total surrounding environment and shall not block natural views. Fences, walls and hedges are considered as design elements to enclose and define courtyards, to extend and relate the building forms to the landscape, as well as security/privacy elements. All walls and fences must be approved by the committee prior to their installation. For specific fencing types, contact LCOA.

ROOFING

- A. Wood shingles- equal to #1 perfection red cedar or better grade.
- B. Asphalt or fiberglass shingles dimensional type. Minimum 240 pound U.L. Class # A 25 year or better shingle is required.
- C. Other roofing materials may be used only upon submission and written approval by the Architectural Review Committee.
- D. All Garden Homes are to have Atlas Slate Grey or Owens corning Estate Gray 3-D 25 year U.L. approved Class #A or better shingles. Any duplicates must be submitted for additional approval.
- E. All plumbing stacks and vent penetrations should avoid front street side. Efforts should be made to down play them from rear lake side if possible.
 - ~Hip roofs should have vents projecting through the side, therefore, none showing from lake side or street side.
 - ~Paint all vents to blend with roof.
 - ~All vents must be shown on plans.
- F. Minimum roof pitch 8-12.

EXTERIOR LIGHTING

Electrical Service to lots from street shall be underground. Exterior pool and landscape lighting must be approved by the Architectural Review Committee prior to installation. Some lighting poles with Architectural Review Committee approval on bigger lots can be used.

REMODELING AND ADDITIONS

Remodeling and addition to existing improvements are required to meet the same criteria as new construction. All criteria concerning aesthetics, color, site location, landscape, grading and excavations, roofs, height limit, solar collectors, satellite television dish, setbacks, lighting, etc., will be of concern to the Architectural Review Committee. An approval from the Committee is required for this work, as it is for new construction.

TENNIS COURTS

Tennis courts must be located so that they will not infringe upon view corridors. Courts should be naturally screened from adjacent home sites and wind screens should be kept to moderate heights. Design and color of fencing materials should blend naturally into the surrounding area and plant materials should be added where necessary to soften the visual impact. Surface colors should be restricted to colors such as soft reds and greens and not intrude upon adjoining property. The Architectural Review Committee suggests that the tennis court be setback a minimum of 25' from the property line. An approval from the Committee is required for this work. Lighting must not infringe on adjacent neighbors.

POOLS; THERAPY POOLS; SPAS

The location of swimming pools, therapy pools, spas, outdoor kitchens, outdoor grills, hot tubs and decks should consider:

- A. Indoor/Outdoor relationships
- B. Setbacks
- C. Wind
- D. Sun
- E. Terrain (grading and excavation)

The size, shape and sitting of swimming pools must be carefully considered to achieve a feeling of compatibility with the surrounding natural and man-made element. Pool and equipment enclosures must be architecturally related to the house and other structures in its placement, mass and detail, as approved by the committee. The ARC must approve all work or changes.

The design guidelines herein are not intended to amend, alter, or supersede the declaration of covenants conditions and restrictions for Lake Caroline, Phase I, as recorded in the Chancery Clerk's office of Madison County. In the event these guidelines conflict with said declaration, the declaration shall control. No approval of plans and specifications, or these design guidelines shall ever be construed as representing or implying that a structure is properly designed.

It is the responsibility of the lot owner and the contractor to make sure that construction meets the criteria of Lake Caroline covenants and design guidelines.

**GENERAL RULES FOR ALL OWNERS,
CONTRACTORS & SERVICE PERSONNEL**

The following rules apply to all Lake Caroline owners, contractors and service personnel while on the Lake Caroline premises.

- A. No material or equipment deliveries are allowed through the main Stribling Road entrance, over the dam or over the bridge. All material and equipment deliveries are required to enter through the construction entrances on Highway 22. The west entrance services Belle Pointe, Hampton Bay and South Glen. The east entrance services Bellevue Farms, Garden Homes, Pembroke Cove and Katherine Pointe.**
- B. Load limits for all trucks are controlled in Lake Caroline. Check with LCOA to determine approved load limits**
- C. Contractors are required to keep their job sites as neat and clean. Trash and discarded materials will be removed daily. ALL trash stockpiled for removal shall be located on street side of lot until removed. There will be no stockpiling or dumping on adjacent lots or on streets. NO BURNING IS EVER ALLOWED IN LAKE CAROLINE.**
- D. Contractors will use only the utilities provided on the immediate lot on which they are using.**
- E. Any damage to streets and curbs, drainage inlets, street lights, street markers, mailboxes, ROW, walls, etc. will be repaired by Lake Caroline and such costs billed to the responsible lot owner or contractor or taken from the damage deposit.**
- F. The established speed limit within the community is 25 miles per hour for construction vehicles, including light trucks and autos.**
- G. There will be no washing of any truck on the streets. Any concrete delivery truck washed out must be on the construction site.**
- H. Operators of vehicles are required to see that they do not spill any damaging materials while within the community; and, if spillage of a load occurs, operators are responsible for cleaning up. Cleanups done by Lake Caroline personnel will be billed to the responsible party or taken from the damage deposit. Please report any spills as soon as possible.**
- I. If any telephone, cable TV, electrical, water, etc. lines are cut, it is your responsibility to report such an accident to Service Company Personnel within 30 minutes.**
- J. The general contractor is responsible for all subcontractors. All personnel working in the community are to insure that they will keep all areas in which they work or travel through free of discarded materials such as lunch bags and odd materials. Objects should not be thrown out of cars and trucks. Stock piling of any materials on adjacent lots is not allowed.**
- K. Loud radios or noise will not be allowed within the subdivisions. This is distracting and discomforting to property owners. Normal radio levels are acceptable. Do not mount speakers on vehicles or outside of homes under construction.**

- L. No shortcuts across lots are allowed.
- M. No vehicles (trucks, vans, cars, etc.) may be left in the subdivision overnight. All construction equipment and vehicles may be left on the site while needed, but must not be kept on the street.
- N. Only bona fide workers are allowed on property. Wives may drive workers to site and pick them up, but must not remain on the property unless they are actual employees of the subcontractor. No children will be permitted on the property unless they are bona fide workers.
- O. No contractors or contractors personnel will be permitted to hunt, fish or bring pets or boats on Lake property or owner's property.
- P. Contractor will provide portable toilets on job sites.
- Q. Prior to any construction, contractor must post certificate of insurance with the limits of \$500,000 liability and workers compensation.
- R. No temporary storage trailers or buildings are allowed.
- S. All contractors are responsible for meeting their own communication needs at Lake Caroline. (IE. Pagers, Cellular Phones, Radios, Beepers)

Builder shall furnish LCOA ARC completed copies of all DEQ forms before plans are approved.

LAKE CAROLINE INTENDS TO ENFORCE THESE REGULATIONS FOR THE PROTECTION OF ALL OWNERS! FAILURE TO ABIDE BY THESE RULES MAY RESULT IN THE LOSS OF YOUR PRIVILEGE TO BUILD IN LAKE CAROLINE.

LAKE CAROLINE HOMEOWNERS ASSOCIATION HAS STRICT GUIDELINES FOR ANY AND ALL CONSTRUCTION WITHIN THE DEVELOPMENT. ONCE PLANS ARE APPROVED BY THE ARC, NO CHANGES MAY BE MADE WITHOUT THE WRITTEN APPROVAL OF THE ARC. ANY DEVIATION FROM APPROVED PLANS WITHOUT SUCH APPROVAL COULD RESULT IN THE LOSS OF YOUR DEPOSIT AND /OR LEGAL ACTION.

HAMPTON BAY

Waterfront lots in Lake Caroline, Phase I

(A-1 thru A-196)

Schedule of Easements (unless noted otherwise)

- A. The following utility easements are hereby reserved on, over and across all lots.**
- 1. Ten foot(10') easement off of and across each side of lot which is adjacent to a street right of way.**
 - 2. Five foot (5') easement adjacent to each interior lot line.**
 - 3. Ten foot (10') easement adjacent to the shoreline.**
- B. A special purpose easement is reserved on, over and across lots if designated on the plat.**
- C. Building and drive setback ten feet (10') from interior lot lines and fifty feet (50') from shoreline. Building setback forty feet (40') from property line. Boat slip and boat house setback is ten feet (10') from the interior lot line.**

For some building lots within the community it may be impossible or inadvisable to develop setback requirements according to the previous standards due to natural terrain, lot configurations, and/or proximity of adjacent structures. Therefore, the Committee may approve specific deviations to these setbacks which it believes to be beneficial to a specific homesite or to adjacent home sites. Madison County has setback and zoning requirements for homes in the community. These should be reviewed carefully prior to design and site planning work.

GARDEN HOMES (BRIDGE WATER)

Schedule of Easements (unless noted otherwise)

- A. The following utility easements are hereby reserved on, over and across all lots.**
- 1. Ten foot (10') easement off of and across each side of lot which is adjacent to a street right of way.**
 - 2. Five foot (5') easement adjacent to each exterior lot line.**
 - 3. Ten foot (10') easement adjacent to the shoreline.**
- B. A special purpose easement is reserved on, over and across lots if designated on the plat.**
- C. Building and driveway setback five feet (5') from interior lot lines and twenty five feet (25') from shoreline. Building setback twenty five feet (25') from street. Boat slip and boat house setback is five feet (5') feet from interior lot line. For some building lots within the community it may be impossible or inadvisable to develop setback requirements according to the previous standards due to natural terrain, lot configurations, and/or proximity of adjacent structures. Therefore, the committee may approve specific deviations to these setbacks which it believes to be beneficial to a specific homesite or to adjacent home sites. Also, Madison County has setback and zoning requirements for homes in the community. These should be reviewed carefully prior to design and site planning work.**
- D. All homes must maintain a raised cottage style.**
- E. All shingles must be 3-D 25 year U.L. Class #A or better shingles. The color is To be Slate Grey.**
- F. Boathouses have been pre-designed. Copies of the Type "A"(single slip) and Type "B" (double slip) plans are available at the Lake Caroline Office.**
- G. All mailboxes are standardized by neighborhoods. Mailboxes are to be no less than 42 to 44 inches from the ground. The Garden Home area has a vertical 4x4 post with a horizontal 4x4 brace with a 4x4 on a 45 degree angle.**

BELLE POINTE, PEMBROKE COVE AND KATHERINE POINTE

Schedule of Easements (unless noted otherwise)

- A. The following utility easements are hereby reserved on, over and across all lots.**
- 1. Ten foot (10') easement off of and across each side of lot which is adjacent to a street right-of-way.**
 - 2. Ten foot (10') easement adjacent to each interior lot line.**
 - 3. Ten foot (10') easement adjacent to the shoreline.**
- B. A special purpose easement is reserved on, over and across lots if designated on the plot plat.**
- C. Building and drive setback ten feet (10') from interior lot lines and twenty feet (20') from shoreline. Building setback twenty feet(20') from the front property line. Boat slip and boat house setback is ten feet (10') from interior lot line.**

For some building lots within the community it may be impossible or inadvisable to develop setback requirements according to the previous standards due to natural terrain, lot configurations, and/or proximity of adjacent structures. Therefore, the Committee may approve specific deviations to these setbacks which it believes to be beneficial to a specific homesite or to adjacent home sites. Also, Madison County has setback and zoning requirements for homes in the community. These should be reviewed carefully prior to design and site planning work.

