

# **BayMeadows & Knoll Creek @ Wildwood Design Guidelines**

Notice: Two sets of complete plans must be submitted at least 10 days prior to the date you wish to start construction. Use the Committee check list at the end of this document to see that the submitted materials meet our information needs and requirements.

## **Section I. Architectural Review Process**

### **A. Introduction**

These Architectural Design Guidelines have been established to provide property Owners, Architects and Contractors with a set of parameters for the preparation of their drawings, specifications, and plans. The authority for the Architectural Review Committee (A.R.C.) is established in Article VI of the Declarations of Covenants, Conditions, and Restrictions for Wildwood. The Architectural Design Guidelines are incorporated in the Covenants and made a part thereof. If there is any conflict between these Guidelines and the Protective Covenants, the Protective Covenants shall control.

Great care has been taken in the planning, design and construction phases to insure aesthetic harmony within Wildwood. To this end it is of utmost importance that this special character not be compromised by architectural designs and site plans improperly conceived, unresolved, or poorly executed. Only those plans prepared in a professional manner will be approved by the Architectural Review Committee.

For this reason, the Architectural Review Committee will review and approve all construction, designs, and plans for:

- Consideration of primary site design requirements.
- Sensitivity to the existing landscape features of each site.
- The visual relationship or physical impact on surrounding homesites by the proposed home.
- Excellence of architectural design.

By encouraging quality and attention to detail, and adherence to the requirements and recommendations of the Architectural Review Committee and these Design Guidelines, aesthetic harmony, natural tranquility and overall property values at Wildwood will be enhanced and preserved.

### **A. Architectural Review Committee**

1) Wildwood is designed to be a unique community of residential properties. The Covenants, Conditions, and Restrictions do not list specific design items necessary for plan approval. The authority to approve specific building plans rests solely with the Architectural Review Committee. The Committee does not seek to restrict individual

creativity or preference, but rather to maintain a visually pleasing and appropriate appearance for each homesite within the community.

2) The Architectural Review Committee shall be appointed by the Declarant as long as the Declarant owns of record any Lot, Property or any Additional Property subject to Annexation. Thereafter, the Architectural Review Committee shall be appointed by the Board of Directors.

3) The Architectural Review Committee is composed of not less than three (3) nor more than five (5) members. Additionally, consultants serve as members of the Committee. All decisions and actions of the Architectural Review Committee shall require an affirmative vote of a majority of its members. The Committee will use the Architectural Guidelines for the general purpose of reviewing proposed constructions but will consider the merits of any particular project because of special conditions that are felt to provide benefits to the adjacent areas, the specific site or to the community as a whole.

**A. Application Process**

1) An Application of Approval shall be submitted by the property owner or his agent to the Architectural Review Committee. Included with the application shall be such plans and documents and other information as specified in the following sections and as requested by the Committee.

2) An application fee of \$450.00 shall be payable in two parts. \$225.00 at time of application (nonrefundable) for preapproval. Balance of \$225.00 must be paid before final permit is issued by Architectural Review Committee. No construction may begin until final permit is issued and posted on building site.

3) The application for approval, fee, and all other materials specified herein for Committee consideration shall be dropped off with any Board Member.  
Submittals may also be mailed to:

Wildwood P.O.A.  
P.O. Box 579  
McNeill, Ms. 39466

4) The Architectural Review Committee shall be available periodically on property to discuss submittals. Please contact a Board Member to arrange a meeting time.

5) Within ten (10) business days after receipt of all of the Plans, the Architectural Review Committee shall review the Plans and either approve or disapprove all or any portion of the Plans. Written notice of such decision shall be given to the owner or builder, and such notice shall specify the reasons for any disapproval.

- 6) Written approval by the Committee must be received before commencement of any clearing, grading or construction activity. The authority to approve building and landscape plans is vested solely in the Committee.
- 7) It is the responsibility of the Lot Owner to acquaint his or her architects, advisors and Contractors with the architectural review process and the Design Guidelines, compliance with the review process and the design guidelines being the joint and several obligation of the Owner and his agents and contractual participants.
- 8) Compliance with all local and state governmental regulations and obtaining all necessary permits and fees shall be the obligation of the Lot Owner.
- 9) Final design approval will be effective for six (6) months; thereafter, commencement of construction will require re-approval.

**Observations and Recommendations:** It is important to understand that any deviation from this process may cause unnecessary delays and/or additional costs to the Lot Owner, as well as revocation of building permits and/or withholding certificates of occupancy.

**A. Required Documentation for Submittals**

Two (2) complete sets of the following information shall be submitted to the Committee. One (1) set shall be retained by the Committee and one (1) set, upon approval, shall be returned to the Owner upon completion of review. No construction activity shall commence without final approval by the Committee. Plans submitted in connection with an application for a building permit must bear a notation of approval by an authorized member of the Architectural Review Committee.

- 1) **Final Site Plan. Site Plan** drawn to 1"=20' showing the following:
  - a) All proposed structures, improvements, utility and drainage easements and setbacks, and existing site topography.
  - b) North arrow and scale (1"=20')
  - c) Owner's name, present address, and telephone number
  - d) Architect's/Designer's name, or Owner's representative, present address, and telephone number.

2) **Final Building Plan.**

All building elevations, floor plan(s), and all plans related to auxiliary structures; Floor plans and elevations must be to 1/4" scale and show overall dimensions and area of structure.

3) **Final Grading and Drainage Plans. Grading and Drainage plan** drawn to 1"-20'.

- a) Existing and proposed contour plan showing cut and fill requirements.
- b) Existing and proposed drainage features.
- c) Drainage pipe showing material, size, and invert elevations.
- d) Swales and other surface drainage.
- e) Driveway location and grade.

4) **Final Construction Specifications. Design and Color** of all exterior materials including roof.

5) **Owner's Proposed Construction Schedule.** Date of commencement and date of construction completion.

6) **Final Landscape Design and Working Drawings.** Landscape Plan at 1" = 20' or approved larger site

- a) North arrow and scale.
- b) All proposed structures walkways, driveways, decks, patios, fencing, walls, etc. noting materials and/or finishes on landscape features.
- c) All proposed shrub and groundcover plantings noting actual location and spacing; all lots are required to have a minimum of thirty (30) 3-gallon evergreen shrubs.
- d) All proposed trees, noting species; all lots are required to have a minimum of five (5) native hardwood trees by either existing trees or planting additional trees at a minimum of 2 inch caliber.
- e) All proposed lawn areas, noting method of application (sod, seeding, hydro-mulching, etc.) and lawn species. All front lawn areas shall be sodded. No hydro-mulch shall be allowed on front lawns.

**Observations and Recommendations:** Most plans that are turned down are because of unacceptable grading, site, and landscape plans.

**B. Damages**

In the event the Owners and/or his Contractors have caused damages to public and private improvements, common areas, or other lots within the community or in the event that all trash and debris have not been properly disposed of on a timely basis according to these Wildwood Design Guidelines and/or the Developer finds it must intervene to try to resolve any job site issue, i.e. trash or mud removal, setback fence installation or maintenance, access drive conditions, or similar issues, the Developer and/or the Architectural Review Committee may assess the Owner and such Owner's Lot the sum of \$1200 plus the cost and expense of the Developer and/or the Architectural Review Committee in correcting or attempting to correct any of such matters.

**Section II. Site Planning, Landscaping Design**

**1) Introduction**

To insure that the overall beauty of the community is preserved and enhanced, the Architectural Review Committee has the authority to approve or disapprove landscape plans for individual residences. Wildwood has been carefully planned and careful attention has been brought to preserve the natural beauty of the community. It is the intent of the Architectural Review Committee to maintain this level of sensitivity to the landscape as Wildwood develops.

**2) Preservation of Existing Trees and Natural Habitat within and outside Setback Areas**

Fundamental to the design criteria is the need to preserve the natural integrity of the community. Outside the rear and east side building setbacks which are described on page 6, clearing of any plant life is strictly prohibited with the exception of dead wood or brush. Hardwoods over 12" in diameter within the building zone and outside of the house site plan must also be preserved. Attached is an example identified as Exhibit "A".

**3) Location**

The Architectural Review Committee shall consider each site independently, but shall give extensive consideration to the impact of the individual plan upon adjacent homesites and view corridors. Care must be taken to locate each structure, whenever possible, so as not to infringe upon corridors, adjacent structures and homesites, and natural amenities of these areas.

Homesite Location Considerations:

**1) Physical terrain of the site**

- 2) Views from the homesite
- 3) Views to the homesite from adjacent lots
- 4) Natural amenities: existing water and drainage channels
- 5) Driveway access
- 6) Height of structures

1) **Building Setbacks**

The minimum building setback limits have been determined by the Architectural Review Committee. The following setbacks are minimum standards and are measured from the property lines (or delineated wetland, where applicable).

Front: 25'

Side: 10'

Rear: 50'

The Committee may approve specific variances to these setbacks which it believes will be beneficial to a specific homesite or to an adjacent homesite and the community as a whole.

2) **Plant Species, Quantity, and Size**

In keeping with the natural beauty, owners are encouraged by the Committee to landscape their lots with southern plants that are native to the South, Mississippi and/or the Pearl River area.

The Architectural Review Committee will take into consideration elements of the individual landscape plan and plant materials selected in the approval process.

Outside of the setback areas, all lots are required to have a minimum of thirty 3-gallon evergreen shrubs and a minimum of five native hardwood trees by either existing trees or planting additional trees at a minimum of 2 inch caliber.

3) **Landscape Lighting**

Exterior pool and landscape lighting must not infringe upon adjacent neighbors. All accent lighting should utilize low voltage, direct task type fixtures, and they should be as close to grade as possible. All exterior lighting must be approved by the Architectural Review Committee prior to installation.

**E. Grading and Drainage**

**1) Grading Concept for Development**

The design and development concepts of the Community call for the maintenance of the environment in its original condition insofar as possible. No structure or improvements can alter the natural drainage of the site to the degree that it negatively impacts any surrounding homesite. For this reason, it will be required that each Homeowner handle the runoff that naturally occurs on his or her site by adequately sloping all areas so that runoff can be directed to the natural drainage areas or to storm drainage facilities. Neither the Association nor the Developer is responsible for maintenance of drainage areas except in common area or Developer owned property, respectively.

The Architectural Review Committee is keenly aware that whenever possible, structures should be designed to the specific lot. It is important to remember that the beauty of our development is that land and its natural topography, and that the architecture should compliment and enhance rather than compete with or destroy this beauty.

All grading reviews shall be subject to the jurisdiction of the Committee and shall be considered individually for each lot. Recommendations or demands will be based upon individual lot locations, terrain, soil conditions, drainage, cuts and fills, and whatever other conditions the Committee feels impact upon the site grading design. Soil tests conducted by competent professionals are strongly recommended to all Lot Owners.

**2) Finished Floor Elevations**

The elevation of the lowest habitable floor in any dwelling shall be such that it ensures proper drainage away from the dwelling and ensures passage of storm water runoff without detriment to the dwelling, but such elevation shall be approved by the Architectural Review Committee. The Builder of the dwelling on each Lot shall excavate, fill, grade, and shape the dwelling foundation, landscaped areas, and lawn areas to drain and not impede, interfere or impound storm or irrigation water runoff from adjacent Lots.

**F. Design Criteria**

**1) Minimum Dwelling Sizes**

The minimum building requirement for heated and cooled space in a dwelling is **1,500 square feet**. Open porches and garages are not included in the **1,500 square foot** computation.

**2) Driveways**

Each dwelling shall have as an appurtenance there to a driveway of concrete or other approved material.

3) **Walls, Fences, and Piers**

Walls and fences should be considered as an extension of the architecture of the residence. They should serve to make a transition between the mass of the architecture and the natural forms of the site.

All walls and fences should be designed to be compatible with the total surrounding environment and should not block natural views. Fences, walls, and hedges should be considered as design elements to enclose and define courtyards, to extend and relate to building forms to the landscape, as well as to assure security and privacy elements. Fences and walls shall be constructed to the rear of dwelling unless a variance is granted by A.R.C. All walls and fences and their location must be approved by the A.R.C. prior to their installation.

In some incidences, chain walls may be required for lots with significant grade change.

4) **Swimming Pools & Spas**

The location of swimming pools and spas (including hot tubs) should consider:

**Indoor/outdoor relationship:** The shape, color, and siting of swimming pools must be carefully considered to achieve a feeling of compatibility with the surrounding natural man-made elements. Pool equipment enclosures must be architecturally related to the house and other structures in their placement, mass and detail.

5) **Mailboxes**

The developer shall provide one US Postal System approved mailbox for each lot at a cluster location designated by the USPS.

6) **Garage Openings**

Each dwelling shall have a garage for not less than two traditionally sized automobiles manufactured in the United States. Garages must have a wood or steel raised garage door.

No openings to any garages shall face the front of a public street without prior approval from the Architectural Review Committee, which said approval may be given for "good cause shown". Good cause shown shall include but not be limited to the construction of garages in areas of a lot where the topography



and/or setback requirements either prohibit construction or render the construction of any such garage economically impractical or aesthetically undesirable.

### **Section III. Architectural Design**

It is recommended that all homes constructed in **Bay Meadows & Knoll Creek** at Wildwood be a Southern Traditional architectural style; however the Developer encourages a community of outstanding individual architectural designs conforming to the designated style.

#### **A) Introduction**

Terms such as “sound design” and “good taste” are difficult to describe and even more difficult to judge. Beauty may be in the eye of the beholder but overall aesthetic harmony of the community must take precedent over a single architectural statement, particularly if that statement is a radical departure from what the general public perceives as “good design”. One ill-conceived or architecturally experimental home can greatly detract from the visual continuity of the overall community as well as affect surrounding property values. For these reasons the following elements are to be avoided:

- Harsh contrasts of colors and/or materials
- Illogical or inappropriately scaled building elements
- Poorly conceived and executed details
- Experimental or extreme interpretations of the tenets of a particular architectural style

The following elements are to be encouraged:

- Appropriate and intelligent selection of details
- Well designed floor plans
- Sensitive interpretation of styles within constraints of budget site
- Attention to scale, staying within the traditional or classical range proportions.
- Where deemed appropriate, Architects and Designers are encouraged to consider:
  - Thickened eave board in lieu of fascia board
  - Angular and/or profiled fascia board
  - Roof pitches- hip roofs French Country
  - Exposed, shaped rafter tails
  - The use of dull earth tone or weathered finish at eave/fascia/soffit to correspond to roofing rather than white paint.

## **B. Design Criteria**

### **1) Roof Materials**

Only architectural fiberglass shingles shall be permitted.

### **2) Roof Slopes**

The main roof structures on the front of a dwelling extending to the ridge shall be 7’V:12’H or steeper, unless otherwise approved by the Architectural Review Committee.

### **3) Exterior Walls and Openings**

To provide visual continuity throughout the development, it is recommended that the exterior wall surfaces be limited to brick, stone, wood, hardy plank siding, or real stucco. Plastic, masonite, or any synthetic siding material will not be allowed. Use of vinyl will be limited to fascia, soffit, gables and trim but in no case, no more than 20% shall be allowed on exterior of house.

At least sixty-six percent (66%) of all exterior openings as measured from finished floors to the top of sash or door cross rail must be 8 feet or higher.

### **4) Exterior colors**

The colors for exterior walls and compounds such as trim, railings, posts, etc. should be tasteful and well coordinated.

### **5) Shutters**

If shutters are to be used, they must be sized for their respective openings and must be site-built wood. Shutter colors must be submitted for approval.

### **6) Gutters, Downspouts, and Flashing**

Flashing, Gutters, and Downspouts, if used, must be copper or painted to match the trim.

### **7) Dormers**

Dormers may be constructed in any style or form providing that they fall within traditional or classical proportions and the architecturally true to the French Country style.

**8) Chimneys**

Chimneys may be developed in any style or proportion but must be constructed of brick, vinyl, or hardy plank.

**9) Remodeling and Additions**

Remodeling and additions to existing homes are required to meet the same criteria as new construction, including Committee approvals.

**Section IV. Homeowner Assessments**

The Design Guidelines herein are not intended to amend, alter or supersede the Declaration of Covenants, Conditions and Restrictions for Wildwood, as recorded in the office of the Chancery Clerk of Pearl River County. In the event these Guidelines conflict with said Declaration, the Declaration shall control.

No approval of plans and specification, or these Design Guidelines shall ever be construed as representing or implying that a structure is properly designed. Such approvals and standards shall in no event be construed as representing or guaranteeing that any structure will be built in a good workmanlike manner. It is the sole responsibility of the Lot Owner to make sure that construction meets the criteria of Wildwood Covenants and Design Guidelines.

**Section V. General Rules for all Owner Contractors or Service Personnel**

The following rules apply to all Wildwood Owners, Contractors and service personnel while on Wildwood premises:

- A) In the event construction in the field differs from that which has been previously approved, the Committee will address solutions as quickly as possible by conferring with owner and Contractor as a first step. Committee shall have the right to seek legal remedies to halt construction until an amicable solution is reached.
- B) No material or equipment deliveries are allowed through the main entrance. All material and equipment deliveries are required to enter through the construction entrance.
- C) Contractors are required to keep their job sites as neat and clean as possible. Dumpster shall be required on all lots to remove trash and discarded materials. There will be no stockpiling or dumping on adjacent lots or on streets. Trash not removed will be removed and the cost incurred therefore will be billed to the Lot Owner.
- D) No materials may be burned on any lot nor any fires be started for any purpose.

- E) Contractors will use only the utilities provided to the immediate lot on which they are constructing improvements.
- F) There will be no washing of any truck on the streets, on adjoining lots or on common areas. The residue or leftovers of any concrete delivery truck must be washed out or removed while the vehicle is on the construction site, a process which shall be approved by the Owner since the Owner is ultimately responsible, or in areas specifically designated by Developer for that purpose.
- G) Operators of vehicles are required to see that they do not spill or allow any spill of any polluting, contaminating or damaging materials while within the Community. If spillage of a load occurs, operators shall report any spill and shall be responsible for immediate clean up. Such cleanups will be billed to and paid by the Lot Owner.
- H) If any telephone, cable TV, electrical, water, etc. line is cut or damaged, it is the Lot Owner's responsibility to report such an accident to proper service company personnel immediately.
- I) All personnel working in the community are to insure that they will keep all areas in which they work, or through which they travel, free of discarded materials such as lunch bags or refuse materials. Objects shall not be thrown out of cars and trucks.
- J) Loud radios or noise will not be allowed within the subdivisions. This is distracting and discomforting to property owners. Normal radio levels are acceptable.
- K) No shortcuts across lots are allowed.
- L) No vehicles (trucks, vans, cars, etc.) may be left in the subdivision overnight. All construction equipment and vehicles may be left on site while needed, but shall not be kept or parked on the street.
- M) Only bona fide workers are allowed on property. No children will be permitted on the property unless they are bona fide workers properly and legally engaged in work at the site.
- N) Contractor will provide a portable toilet to each job site.
- O) Prior to any construction, Contractor must provide general liability insurance and workers compensation coverage.
- P) No temporary storage trailers or buildings are allowed except as may be necessary adjunct to construction.
- Q) The Owner is charged with giving the required notice of the terms and conditions hereof to his or her Contractor, laborer, or service personnel, and shall be responsible for and insure their compliance with the conditions set forth herein.

## **Section VI.**

These guidelines may be amended or supplemented from time to time without notice. Please have your copy of the guidelines dated and initialed when you pick them up. Lot owner or contractor should notify the Architectural Review Committee of any changes in design, landscaping, construction, etc., of any dwelling.

Lot owners are responsible for requesting an updated guideline from the Architectural Review Committee before commencing any designs, landscaping, construction, etc. of any dwelling.