



## **Madison Green Master Association** **ARC Rules and Guidelines**

The Madison Green Community, Master Association, and Facilities are intended to be held, used, and enjoyed subject to certain specific limitations and restrictions. Madison Green was developed as a “Deed Restricted Neighborhood”. This is an important governing principle for all Homeowners and the Master Association to keep in mind as we seek the lifestyle and environment intended by the developers of this Community.

For the most part, these “limitations and restrictions” are found in Article 4, USE RESTRICTIONS, in our governing document known as: DECLARATIONS OF COVENANTS, RESTRICTIONS AND EASEMENTS FOR MADISON GREEN (DOC). Only those “limitations and restrictions” that pertain to Architectural Changes (i.e.; Property Improvements and Structural Additions) requested by a Homeowner are addressed in these ARCHITECTURAL CHANGE GUIDELINES.

### **ARCHITECTURAL CHANGE LIMITATIONS AND RESTRICTIONS**

Should a homeowner desire to make an “Architectural Change” to their property, certain “limitations and restrictions” may apply and must be complied with. The following *ARCHITECTURAL CHANGE GUIDELINES* are provided to clarify the “limitations and restrictions” found in the Declaration of Covenants document. These GUIDELINES are intended to assist Homeowners in their Architectural Change compliance and the Association with implementation of the DOC “limitations and restrictions”. Each guideline for change, provided in this document, is based upon specific statements within the DOC for which references are provided when needed for clarity.

The main “limitation and restriction” pertaining to all Madison Green property, which is under the governance of the Madison Green Master Association, is that NO STRUCTURES SHALL BE ERECTED OR PROPERTY IMPROVEMENTS (‘CHANGES’) OF ANY KIND SHALL BE MADE WITHOUT THE CONSENT OF THE ARCHITECTURAL REVIEW COMMITTEE (ARC) (DOC, Article 4, Section 4.1 and 10.1).

The following ARCHITECTURAL CHANGE GUIDELINES are provided to assist Homeowners and the Madison Green ARC in submitting and processing change requests and verifying that the changes were made as approved.

The intent of the MGMA Application process is to maintain the harmonious visual aesthetics of the community of Madison Green.

When applying for an architectural change, it is important for a homeowner to note that a Homeowner’s individual Village is allowed to have rules and/or regulations that are more restrictive than the Madison Green Master Association. If Village restrictions apply to a **requested change, the Homeowner must comply with both the Village’s and the Master Association’s restrictions.**



## **GENERAL MASTER ARC RULES & REGULATIONS** **(DOC 10.1-10.9)**

- Only the Homeowner (Owner) (DOC 1.29) may submit and sign an Architectural Change Application.
- Homeowners must be current in their Master dues. Delinquent Homeowners will have their Architectural Change Applications denied except for painting, minor landscaping, satellite dish installation, or other change deemed by the ARC as “beautification” (MGMA BOD 11/20/2013, MGMA BOD 12/26/2009 and 06/26/2010 and DOC 4.5).
- Homeowner’s Architectural Change Application must be submitted in good order to the Madison Green Master ARC at least 48 hours in advance of the announced meeting to be placed on the agenda for that meeting.
- NO approval, consent, or waiver of action by the Board or the ARC shall be deemed a warranty of compliance nor shall give rise to any claim against the Board or the ARC (DOC 4.5).
- Master ARC Deposits are required for all Architectural Change Application requests (MGMA BOD 5/26/2010).
- Replacement or improvements constructed by the Homeowner and previously approved by the Master ARC, so long as replaced with improvements of like kind and quality, shall NOT require another Master ARC approval (DOC 4.1.I).
- NO project can commence until it is approved by the Master ARC.
- Once the Application is submitted in good order to the Master ARC, the Master ARC must approve or reject a request within thirty (30) days or the request will be considered approved (DOC 10.2 and attorney letter).
- The MGMA Board of Directors passed a motion that Madison Green does not have a restriction on the time of the day or days of the week work may be done (MGMA BOD 10/27/2010).
- Homeowners initiating approved architectural changes are solely responsible for ensuring that no significant change to ground elevation will occur that will adversely affect drainage on their property or any adjacent property. The Master Association will rely on the Village of Royal Palm Beach, Building Department and/or Code Enforcement process (permits, inspections and completion documents (CO’s). Specifically, when the Village of Royal Palm Beach Building Department and/or Code Enforcement Division, has determined that building code standards have been met, the Master Association will rely on their technical judgment and consider any ground elevation changes or drainage system changes resulting from the completed architectural change to be acceptable.
- Worker access to Homeowner’s back yard is permitted only through the front yard. Worker access to the Homeowner’s back yard is not permitted through Master Association landscaped berm or common property.
- The Master ARC or their representative may inspect the project as it is being performed to ensure that it is proceeding in accordance with the approved plans (DOC 10.7.E).
- It is the responsibility of the Homeowner to check with their individual Village for that Village’s rules or regulations (DOC 10.9). NOTE: Village Association approval is NOT binding on the Master ARC (DOC 10.9).



- Landscape Easement Motion – To allow Madison Green Homeowners to utilize the landscape easement at the rear of their homes for installation of any Master ARC approved structures. Any such structures shall be within the initial 10 feet landscaping easement closest to the house. (MGMA BOD 10/24/2007 and letter to Royal Palm Beach Planning & Zoning Dept dated 9/27/2007 and DOC 9.1.H).
- The Lake Maintenance Easement of 20 feet may not be altered (DOC 9.9 and DOC 16.7).
- NO member of the Master ARC or the MGMA Board of Directors shall be liable to any Homeowner by reason of mistake in judgment, failure to point out deficiencies in plans, or any other act or omission in connection with the approval of any plans (DOC 10.6). The Homeowner submitting the Architectural Change Application agrees not to seek any damages or make any claim arising out of approval of plans and to indemnify and hold the Master ARC or the MGMA Board of Directors harmless from any cost, claim, damage, expense or liability whatsoever, including attorneys' fees and costs at all tribunal levels, arising out of the approval of any plans regardless of the negligence of the Master ARC, their representative, or appointing entity (DOC 10.6).
- All approved projects must be completed within 180 days of approval unless granted an extension by the Master ARC (DOC 10.7.A).
- All ARC requests to have refundable ARC deposits returned must be completed within 7 (seven) months of the MGMA approval or the deposit will be forfeited (MGMA BOD 5/25/2016).
- Within 60 days after the Homeowner notifies the Master ARC in writing that their project is completed, the Master ARC or its duly authorized representative will inspect the work. If the Master ARC finds that such work has been completed as approved, the Homeowner's Master ARC deposit will be returned. If the project is NOT completed as described, the Master ARC will notify the Homeowner in writing specifying the particulars of issue and what is required to remedy the issue (DOC 10-7. B). If for any reason the Master ARC fails to notify the Homeowner of any noncompliance within 60 days of written notice of completion from the Homeowner, the improvement shall be deemed to have been made in accordance with the approved plans (DOC 10.7.E). If after 30 days of notification of the issue, the Homeowner fails to remedy the problem, the Master ARC will notify the Board of Directors in writing. Upon proper notice and hearing, the Board shall determine whether there is a noncompliance and, if so, the nature of the problem and the estimated cost of correcting or removing the problem. After notification, the Homeowner has not more than 45 days of the Board ruling to correct the problem. If the Homeowner doesn't correct the issue, the Board, at its option, may either remove the non-complying improvement or remedy it at the Homeowner's expense. If such expenses are not promptly paid by the Homeowner to the Master Association, the Board may levy an Individual Assessment against the Homeowner for reimbursement (DCO 10.7.C).



## **GUIDELINES FOR SPECIFIC ARCHITECTURAL CHANGES**

The following GUIDELINES are the result of an effort to consolidate the many different restrictive source documents and to clarify these restrictions for all parties. These GUIDELINES have been approved by the MGMA Board of Directors (BOD) and are believed to be consistent with the MGMA governing documents. However, it is possible that from time to time, the BOD may see the need to amend these GUIDELINES and will do so as the result of an appropriate open meeting discussion and vote.

Homeowners should refer to the MADISON GREEN MASTER ARC PROCEDURES for additional information needed to submit an Architectural Change Request and to successfully complete the Architectural Change, as approved.

### **BASKETBALL HOOPS**

Permanent basketball hoops may NOT be installed. However, moveable basketball hoops/backboards may be used, but they must be in compliance with any relevant Village rules.

### **DRIVEWAY/WALKWAY**

#### **Documentation required when submitting an Architectural Change Request for Driveway/Walkway changes:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- List the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description and photo of current driveway/walkway and product and color to be used.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

#### **Driveway/Walkway Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.



- The four-foot-wide sidewalk that passes through a Homeowner's driveway must remain in its natural concrete state and not be coated, stained, or removed.

### **FENCING (DOC 4.1.I)**

#### **Documentation required when submitting an Architectural Change Request for Fencing:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Drawing on a copy of the survey of the location of the proposed fence and/or gates in highlighter or red ink.
- Description of the fence (material, type, color, and height) along with photos of all sides of the backyard.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

#### **Fencing Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors, but restricted to either white or bronze.
- As a courtesy, the Homeowner should be in contact with their neighbor to coordinate the type of fence to be installed on the property line bordering the two lots.
- Fence on fence running along the same property line is NOT permitted.
- Fencing must be a white, bronze or anodized aluminum or PVC (privacy style fences must be white; picket style fences may be white or bronze).
- Fencing (Picket or Privacy) – must be identical on both sides, with supports facing into the homeowner's yard. If your property is bordered on two sides by identical fencing, you must match the existing fence. If fencing is different on any two sides, homeowner has the option to choose either style. Front facing sides on your property must be identical.
- Fences on lakes, canals, golf course, main roads, common area tracts or preserve areas may only be picket style (on property lines facing these areas), and NOT interfere with a neighbor's view. The section of the fence not facing these areas may be picket style (white or bronze), anodized aluminum or PVC privacy style (white only). Gates on preserves or golf courses must open inwards towards your property.
- Types of fences that are prohibited are listed below, but this list may not be all inclusive, as new fence materials may become available and will have to be considered, individually:





- Aluminum privacy fences are NOT permitted.
- Stockade privacy PVC fences are NOT permitted.
- Wood and chain link fences are NOT permitted.
- NO fence shall be constructed at a maximum height of more than six (6) feet or a minimum of four (4) feet above the mean elevation of the finished grade immediately below the fence.
- Fencing may NOT extend into the lake easement on the rear property.
- Fencing must be set at least five (5) feet back from the front corners of the house.
- If a fence is being installed on a corner lot, the homeowner must install an approved hedge on the outside of the portion of the fence facing the front and side of the lot (DOC 4.1.1). These plants must be a minimum of 5-gallon size and spaced no greater than 24” on center. The fence must be far enough away from the sidewalk so that any hedging will not grow over the sidewalk. A minimum of 24” deep root barrier must be installed between the hedge and the sidewalk.
- For zero lot line homes, there must be at least a two (2) foot maintenance and roof eave easement.
- All sections of fencing must connect to adjacent sections. Freestanding sections (wings) are NOT permitted.
- The fence at the side of the house must be installed straight across towards the house next door (“jog” or angles are NOT permitted).
- The fence may NOT extend beyond the property line and can NOT be attached to the adjacent house.
- The proposed fence must NOT alter the existing grading levels of the lot. If the grading levels are altered and interferes with proper drainage, it is the Homeowner’s responsibility to correct the problem.
- Fence installation must NOT obstruct access to fire hydrants.
- Any and all proposed fencing is subject to the requirements of any and all easements, i.e., utility, drainage, etc. The fence must be removed by the owner at their own expense at any time on request of a utility company/village requiring the use of the space for utility/village purposes. If the Homeowner of the property fails to remove the fence after request and notice, the utility company or the village may remove the fence at the Homeowner’s expense.
- Fencing may be constructed across the drainage easement located in the rear 4-1/2’ of each lot, as long as it does not impede the drainage flow. (DOC 9.12).
- The Homeowner must maintain and irrigate the landscaping between the fence and the lake, sidewalk, or top of the berm at the front, side, or rear of the lot. A gate at the rear or side of the fence is required to provide access to this area.
- An irrigation main line and/or secondary line may be located in the area of the proposed fence. If required, relocation of sprinkler system piping shall be at the Homeowner’s expense and must be performed prior to the start of the project. The cost of any repairs to underground piping caused by the fence installation shall be the responsibility of the Homeowner.
- An irrigation main line and/or secondary line may be located in the area of the proposed fence, but if the proposed fence addition interferes with the sprinkler head spray pattern, it is the Homeowner’s responsibility to relocate or add additional heads to ensure proper coverage.
- The cost of any repairs to underground piping caused by the fence installation shall be the responsibility of the Homeowner.



## **FLAGPOLES (DOC 4.1.B)**

### **Documentation required when submitting an Architectural Change Request for Flagpoles:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description and photo of product and color to be used.
- Drawing on a copy of the survey of the location of the proposed flagpole.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Flagpole Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- The flagpole may NOT be installed in an easement area.
- Only one (1) flagpole may be installed on a lot.
- The flagpole may NOT be used as an antenna.
- Flagpoles may not exceed an exposed height of 20 feet (2008 Florida Senate Bill No. SB 1378) with a 3-inch diameter and must be properly lighted.
- The Homeowner may display in a respectful manner from that flagpole, one official United States flag, not larger than 4-1/2 feet by 6 feet, and may display one additional official flag of the State of Florida, the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or the POW-MIA. The additional flag must be equal in size or smaller than the American Flag (2008 Florida Senate Bill No. SB 1378).



## **FRONT DOOR REPLACEMENTS**

### **Documentation required when submitting an Architectural Change Request for Front Door Replacement:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description and photo of current door and replacement door and color to be used (color of door must be the approved color scheme selected for your home).
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Front Door Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.

## **GARAGE DOORS**

### **Documentation required when submitting an Architectural Change Request for Garage Doors:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description of the product, including color.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the





Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

**Garage Door Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach, if applicable.
- All materials must be compatible with existing house and roof colors.
- Garage doors must be similar in likeness to original door.
- No windows in garage door allowed.

## **GUTTERS**

**Documentation required when submitting an Architectural Change Request for Gutters:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description of the product, including color.
- Drawing on a copy of the survey of the location of the proposed gutters.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

**Gutter Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- The colors of the gutters and downspouts must be compatible with the corresponding color of the fascia or the body color of the house (MGMA BOD 1/26/2011).
- Drainage easement(s) may exist at the side(s) and/or rear of Homeowner's lot. Homeowner's proposed project must not alter the existing grading levels of the lot, as grading levels are essential for proper drainage.



## **LANDSCAPING (DOC 4.1.O)**

### **Documentation required when submitting an Architectural Change Request for Landscaping:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Drawing on the survey to indicate the type of plants/trees/palms and highlight their location.
- In the description indicate where on the property the landscaping is changing include a photo.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit (if applicable).

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Landscaping Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach, if applicable.
- It is the responsibility of the Homeowner to comply with the Village of Royal Palm Beach landscape guidelines with regard to design and material standards (<http://library.municode.com/index.aspx?clientId=11518&stateId=9&stateName=Florida>, chapter 15).
- Homeowners must have three (3) palm trees at the front of their home. The three (3) palm trees must each have a minimum of 10 feet of clear trunk (soil line to the top of the crown shaft where the leaves break away). In addition, each palm tree must have a minimum of 4 feet of clear wood (soil line to the base of the crown shaft).
- Swale Trees may only be removed if the tree has died, must be replaced with the exact same tree, and requires approval from your Village Management Company.
- NO trees and/or landscaping may be placed in the swale area between the sidewalk and the street.
- Replacement palms must be located in the same place and clustered like the original trees in order to meet the Royal Palm Beach shade tree requirements.
- Any tree removed from its current location must be relocated to another location on the lot (unless the tree is dead).
- Trees and/or shrubs may not at any time extend on to or drop branches, leaves or fruit on adjacent properties.
- The proposed landscaping installation, etc. is subject to the requirements of any and all easements, i.e., utility, drainage, etc.



- An irrigation main line and/or secondary line may be located in the area of the proposed project. If required, relocation of sprinkler system piping shall be at the Homeowner's expense and must be performed prior to the start of the project. The cost of any repairs to underground piping caused by the landscaping installation shall be the responsibility of the Homeowner.
- An irrigation main line and/or secondary line may be located in the area of the proposed project, if the proposed project interferes with the sprinkler head spray pattern, it is the Homeowner's responsibility to relocate or add additional heads to ensure proper coverage.
- Drainage easement(s) may exist at the side(s) and/or rear of Homeowner's lot. Homeowner's proposed project must not alter the existing grading levels of the lot, as grading levels are essential for proper drainage.
- Landscaping may be constructed across the drainage easement located in the rear 4-1/2' of each lot, as long as it does not impede the drainage flow. (DOC 9.12).

## **LANDSCAPING & HOLIDAY LIGHTING**

### **Documentation required when submitting an Architectural Change Request for Landscape Lighting: (Approved by the MGMA BOD on July 31, 2024)**

- Architectural Change Application signed and dated by the Homeowner(s).
  - Survey and lot map.
  - Acknowledgement Letter signed and dated by the Homeowner(s).
  - Drawing on the survey and photo to indicate the lighting location and style of proposed lighting.
  - In the description indicate where the lighting will be placed, how many lights will be installed, the type and color.
  - Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
  - Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit (if applicable).
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- Fixtures (all light fixtures have a fixture body and one or more lamps) selected and positioned to blend seamlessly with the overall design of the home and are intended to be coach lighting next to garage doors, front entrance doors and hanging fixtures in a front door portico centered to the door. (MGMA BOD 7/31/24).
  - All exterior lighting should be shielded from neighboring residences and not directed towards streets, roadways, lakes, or outside your property line. Lighting is prohibited on lakes, fences, preserves or lots that are visible along Crestwood. Any dispute between neighboring residences regarding light intrusion complaints shall be resolved between the owners as lighting intrusion or interference is a condition that the Association does not have control over



(i.e. direction of the light illumination after installed) and the Association can only approve lighting architectural changes based upon the application. (MGMA BOD 7/31/24).

- No homeowner shall place any exterior lights that illuminate or shine on Master common areas or Indian Trails easements including but not limited to, shorelines, lakes, ponds, or canals. (MGMA BOD 7/31/24).
- Lighting installed on the home that utilizes only cord or extension lighting plugged into an electrical outlet and is not hard wired on the house except for holidays is not permitted. With the exception of Security flood lighting that is solar operated. However, security flood lighting may not be track like or on a conduit channel. (MGMA BOD 7/31/24).
- Trimlights and other similar products that are installed on a channel as a permanent fixture on the fascia or soffit of the home are not permitted. (MGMA BOD 7/31/24).
- Uplighting is limited to landscape lighting and permitted to accent landscaping as long as it is non blinking and white in color. (MGMA BOD 7/31/24).
- String or strip lights must not be installed or used outside of the holiday season. (see rule re holiday lighting) (MGMA BOD 7/31/24).
- Temporary holiday lights, including string or strip lights, and decorations, are permitted for holidays without an ARC. These must be removed within 14 days after the holiday to prevent them from becoming a permanent fixture. Colored lighting is only allowed during recognized holidays which includes, federal holidays, Hanukkah, Kwanzaa, and lights associated with recognition of the cultural activities of Halloween. (MGMA BOD 7/31/24).

## **MAILBOXES (DOC 4.1.N)**

### **Documentation required when submitting an Architectural Change Request for Mailboxes:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description or photo of product and color to be used.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Mailbox Limitations and Restrictions:**



- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- NO Homeowner shall alter or replace the mailbox serving their home without the prior written consent of the ARC.
- The repair or replacement of the mailbox with an identical model does NOT require an Architectural Change Application.

## **PAINTING**

### **Documentation required when submitting an Architectural Change Request for Painting:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- The Homeowner must confirm the color of their roof and that it is matched with one of the approved color schemes.
- The Homeowner must indicate the color of their roof tile and the current /new paint color scheme selected for their home, including front and garage door colors.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Painting Limitations and Restrictions:**

- Due to the difficulty in matching the original house colors due to fading, all exterior painting must be approved by the Madison Green Master ARC (MGMA BOD 1/26/2011).
- Colors chosen must be from the MGMA approved Color Charts (MGMA BOD 9/30/15 and MGMA BOD 7/29/20).
- If the proposed paint on a dwelling differs from the original, the body color also must differ from the house adjacent to your property. (MGMA BOD 8/24/22).
- Faux painting on garage and front doors is NOT allowed (tabled indefinitely MGMA BOD 6/25/2008).
- Garage doors can be painted an approved Brown, Black or Grey color if it is an approved accent color for the Color Scheme (7/29/20).
- Garage doors must be a solid color. See the approved Madison Green Color Chart.
- The "Color Board" is available for all to view at the Clubhouse and cannot be removed from the site.
- It is the Homeowners responsibility to verify the accuracy of the color of their paint prior to painting their home. If the color painted is NOT accurate, the color painted will have to be corrected at the





Homeowner's expense. The Board of Directors and/or the Management Companies will NOT be held responsible or liable for paint selections or mix-ups from paint stores.

- House numbers must be at least 4 inches tall and 1-inch-wide, be a contrasting color, and able to be clearly viewed from the street (Royal Palm Beach Building Code).
- Changes to the Color Chart will be reviewed by the MGMA ARC Committee on a yearly basis and make recommendations to the Board at each May Board meeting. The proposed procedure will be: to reach out to Homeowners in January to get suggestions from current Homeowners, for the Committee to spend February and March reviewing the proposed color combinations, prepare proposed changes or ratify the current chart, and report to the Board in May.

## **PLAY SETS**

### **Documentation required when submitting an Architectural Change Request for Play Sets:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Drawing on a copy of the survey of the location of the proposed play set.
- Dimensions, material, and color of the set (including a photo or manufacture's photo of the set to be installed).
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process.

See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Play Set Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- Play structures must meet the side yard setback requirements for the zoning district in which they are located. They must be located no closer than ten (10) feet from the rear property line providing that no portion of the play structure exceeds eight (8) feet in height.
- With regard to any design element of the play structure exceeding eight (8) feet in height, that specific design element requires the play set to be set back an additional foot in both the rear and side yards for every foot, or portion thereof, which exceeds eight (8) feet.



## **POOLS**

### **Documentation required when submitting an Architectural Change Request for Pools:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Drawing on a copy of the survey of the location of the proposed pool, etc.
- Pool specifications from the pool builder, including a full description of decking, fencing, screening, and landscaping (if appropriate).
- Check deposit of \$500 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Pool Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- All pool equipment must be screened with shrubs for visual purposes.
- There is a 4.5-foot drainage easement at the rear of Homeowner's lot. The pool and deck may NOT be placed in this easement and it is the Homeowner's responsibility for checking with the Village of Royal Palm Beach for setback regulations.
- In the event the drainage of Homeowner's lot and/or neighboring lots are adversely affected by the installation of the pool, etc., it is the Homeowner's responsibility to make all necessary modifications to remedy the condition.
- Solar pool heater and piping must match the exterior house and roof color. Panels must NOT be visible from the front of the house and may NOT be placed on front roof elevations.
- The proposed pool installation, etc. is subject to the requirements of any and all easements, i.e., utility, drainage, etc.
- Pools may NOT be constructed in any easement area.
- An irrigation main line and/or secondary line may be located in the area of the proposed pool. If required, relocation of sprinkler system piping shall be at the Homeowner's expense and must be performed prior to the start of construction. The cost of any repairs to underground piping caused by the pool installation shall be the responsibility of the Homeowner.



- An irrigation main line and/or secondary line may be located in the area of the proposed pool, if the proposed pool installation interferes with the sprinkler head spray pattern, it is the Homeowner's responsibility to relocate or add additional heads to ensure proper coverage.
- Drainage easement(s) may exist at the side(s) and/or rear of Homeowner's lot. Homeowner's proposed project must not alter the existing grading levels of the lot, as grading levels are essential for proper drainage.

## **ROOF REPLACEMENTS**

### **Documentation required when submitting an Architectural Change Request for Roof Replacement:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Description of the material and color to be used.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process.

See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Roof Replacement Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house colors.
- Painting or Staining of the roof is prohibited. (MGMA BOD 6/22/2022).
- Roof manufacture must be Westlake (formally Boral) or Eagle. (MGMA BOD 8/24/22).
- Roof material must be single, double, or metal barreled. Flat roofs are not permitted. (MGMA BOD 7/29/20).
- Roof colors and materials must be chosen from the MGMA approved Color Chart and is selected based on your current approved color scheme. (MGMA BOD 7/29/20).
- Unified Steel Stone Coated Roofing metal roof material approved (MGMA BOD 08/24/2022).



## **SATELLITE DISH or ANTENNAS (DOC 4.1.B)**

### **Documentation required when submitting an Architectural Change Request for Satellite Dish or Antennas:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Drawing on a copy of the survey of the location of the satellite dish or antenna.
- Description of the product to be installed.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit (if required).

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Satellite Dish or Antennas Limitations and Restrictions:**

- It is the responsibility of the homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- Satellite dish or antennas may NOT be placed at the front of the home.
- The placement of the product must be at the rear of the house or at least half way back on the side of the house.
- The Federal Communications Commission (FCC) does not have sample guidelines because every community is different. Some communities have written restrictions that provide a prioritized list of placement preferences so that residents can see where the association wants the placement. The Homeowner should comply with the placement preferences provided the preferred placement does not impose unreasonable delay or expense or preclude reception of an acceptable quality signal.
- The satellite dish or antennas must be placed far enough in from the corner of the house so that it does not extend beyond the building line of the house along a "zero lot line" property.
- Satellite dish may NOT exceed 39 inches in diameter.
- If multiple satellite dishes are required, the specific services that require additional dishes must be stated in the ARC Application. All other MGMA restrictions on satellite dishes, cited herein, also apply. (MGMA BOD 4/29/2009)
- TV antennas must comply with FCC regulations.



## **SCREEN ENCLOSURE, PATIO, OR AWNING**

### **Documentation required when submitting an Architectural Change Request for Screen Enclosure, Patio, or Awning:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Indicate the color of existing roof tile and exterior body and trim color of home, including door colors.
- Description and photo of product and color to be used.
- Drawing on a copy of the survey of the location of the proposed placement of installation, including dimensions.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process.

See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Screen Enclosure, Patio, or Awning Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- Screen enclosure must be aluminum frame anodized white or bronze color.
- The screening must be screened on top and all sides, charcoal colored fiberglass only.
- Metal patio roofs are NOT permitted.
- Roof extensions must be pitched roofs with tile to match existing roof of house.
- Canvas awnings at the rear of the home will be reviewed on an individual basis first by their individual Village, and then by the Master ARC.
- The screen door (for front covered entry or rear covered patio) must be an aluminum anodized white or bronze color frame and the screening must be fiberglass, charcoal color.
- Patio slabs may NOT be constructed in any easement area and the Homeowner is responsible for checking with the Village of Royal Palm Beach for setback regulations.
- For homes that are on a "Zero Lot Line" property, it is recommended that the screen panels closest to the "zero lot line" be installed on the inside of the frame instead of the outside of the frame. This will make it possible to easily repair damaged screens.





- The proposed project, etc. is subject to the requirements of any and all easements, i.e., utility, drainage, etc.
- An irrigation main line and/or secondary line may be located in the area of the proposed project. If required, relocation of sprinkler system piping shall be at the Homeowner's expense and must be performed prior to the start of construction. The cost of any repairs to underground piping caused by the screen enclosure installation shall be the responsibility of the Homeowner.
- An irrigation main line and/or secondary line may be located in the area of the proposed project. If the proposed project installation interferes with the sprinkler head spray pattern, it is the Homeowner's responsibility to relocate or add additional heads to ensure proper coverage.
- Drainage easement(s) may exist at the side(s) and/or rear of Homeowner's lot. Homeowner's proposed project must not alter the existing grading levels of the lot, as grading levels are essential for proper drainage.

## **SOLAR PANELS**

### **Documentation required when submitting an Architectural Change Request for Solar Panels:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Description of the product to be installed, including color.
- Color of existing roof tile and exterior body and trim house color, including door colors.
- Description of the placement of the product to be installed.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Solar Panels Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- Must be installed on roof
- Solar panels shall lay flat to the roof plane.
- All piping shall be concealed wherever possible and all exposed piping shall be painted to match the surrounding surface.
- Solar panels must be in accordance with the Solar Rights Act of Florida, Section 163.04, Fl. Stat.



- Solar panels shall be placed in the least conspicuous locations possible, while not impairing the effective operation of the solar collectors.

## **STORM PROTECTION (DOC 4.1.I)**

### **Documentation required when submitting an Architectural Change Request for Storm Protection:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Description of the product to be installed (i.e., removable panels, accordion shutters, impact glass), including color.
- Color of existing roof tile and exterior body and trim house color, including door colors.
- Description of the placement of the product to be installed.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Storm Protection Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.

## **WINDOWS**

### **Documentation required when submitting an Architectural Change Request for Replacement Windows**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Description of the product to be installed, including color and placement.
- Indicate the color of existing roof tile and exterior body and trim house color, including door colors.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.



- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit (if required).

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process.

See **Madison Green Architectural Change Process** for additional steps and information on this process.

#### **Window Color Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach. Windows must be current with the village of Royal Palm Beach code.
- Exterior windows and replacement windows in the community must retain the original style windows with white grids on the front and side of the house that are original to the dwelling or as constructed to maintain consistency throughout the neighborhood.
- Window color may only be a bronze or gray window tint.
- A reflective mirror finish is NOT permitted.

## **WINDOW FILM**

### **Documentation required when submitting an Architectural Change Request for Window Film:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- Description of the product to be installed, including color and placement.
- Indicate the color of existing roof tile and exterior body and trim house color, including door colors.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit (if required).

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

#### **Window Film Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- Window film may only be a bronze or gray tint.
- A reflective mirror finish is NOT permitted.



## **VILLAGE ENTRANCE and WALKWAY GATES** **(Approved by the MGMA BOD on May 30, 2012)**

### **Documentation required when submitting an Architectural Change Request for Village Entrance and Walkway Gates:**

- Architectural Change Application signed and dated by the President of the Village Association.
- Survey and lot map or drawings or photographs of the project.
- Acknowledgement Letter signed and dated by the President of the Village Association.
- Drawing on a copy of the survey of the location of the proposed gates.
- Description of the gate (material, type, color, and height).
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Village is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Village Management Company (unless self-managed), as the first step in the process. See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Village Entrance and Walkway Gates Limitations and Restrictions:**

- It is the responsibility of the Association Village to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials and designs must be compatible with the look and feel of Madison Green.
- All Florida and Federal regulations regarding the disabled must be enforced. Gates continuing over the sidewalks must have accessibility.
- All road and sidewalk repairs that are necessary due to the installation of the gate is the responsibility of the Association Village.
- Gate materials must be a black or bronze anodized aluminum.
- Gates located near lakes, canals, golf course, main roads, common area tracts or preserve areas must NOT interfere with a homeowner's view.
- Types of gates that are prohibited are listed below, but this list may not be all inclusive, as new materials may become available and will have to be considered, individually:
  - Aluminum privacy gates are NOT permitted.
  - Stockade privacy PVC gates are NOT permitted.
  - Wood and chain link gates are NOT permitted.
- Gates shall be constructed at a maximum height of six (6) feet or a minimum of four (4) feet above the mean elevation of the finished grade immediately below the gate.
- Any ornamental design on top of gate cannot exceed eight (8) inches in height above the six (6) foot maximum limit.



- Any insignia on the gate cannot be higher or wider than 1/2 the maximum height of the gate.
- Maximum elevation of any lighting done as a result of the installation of the gate cannot exceed the maximum elevation of the gate excluding any ornamental designs. A separate lighting design must accompany the application.
- Gates set-backs must comply with the Village of Royal Palm Beach regulations for this type of project.
- Any landscaping done as a result of the installation of the gate must adhere to the MGMA and the Village of Royal Palm Beach landscaping guidelines. A separate landscaping design must accompany the application. Any planting installed must not grow over the sidewalk. A minimum of 24" deep root barrier must be installed between the hedge and the sidewalk.
- All sections of the gate must be connected to adjacent sections. Freestanding sections (wings) are NOT permitted.
- The gate must be installed straight across ("jog" or angles are NOT permitted).
- The proposed gate must NOT alter the existing grading levels of the area. If the grading levels are altered and interferes with proper drainage, it is the Association Village's responsibility to correct the problem.
- Gate installation must NOT obstruct access to fire hydrants.
- Any and all proposed gating is subject to the requirements of any and all easements, i.e., utility, drainage, etc. The gate must be removed by the Association Village at their own expense at any time on request of a utility company/village requiring the use of the space for utility/village purposes. If the Village Association of the property fails to remove the structure after request and notice, the utility company or the Village of Royal Palm Beach may remove the fence at the Association Village's expense.
- The Association Village must maintain and irrigate the landscaping surrounding the gate.
- An irrigation main line and/or secondary line may be located in the area of the proposed gate. If required, relocation of sprinkler system piping shall be at the Association Village's expense and must be performed prior to the start of the project. The cost of any repairs to underground piping caused by the fence installation shall be the responsibility of the Association Village.
- An irrigation main line and/or secondary line may be located in the area of the proposed gate, but if the proposed gate interferes with the sprinkler head spray pattern, it is the Association Village's responsibility to relocate or add additional heads to ensure proper coverage.
- The cost of any repairs to underground piping caused by the gate installation shall be the responsibility of the Association Village.
- Any gate system installed must not change the golf course traffic patterns from their current location without prior written approval from the golf course.
- Association Villages may NOT remove the four (4) pillars located at their entrance (MGMA BOD 9/30/2015).
- All Village monuments must match the color scheme of the Master Association clubhouse & monuments at the expense of the Village Association (MGMA 1/24/2024).





## **OTHER STRUCTURES**

### **Documentation required when submitting an Architectural Change Request:**

- Architectural Change Application signed and dated by the Homeowner(s).
- Survey and lot map.
- Acknowledgement Letter signed and dated by the Homeowner(s).
- A full description of the product to be installed, including color.
- Indicate the color of existing roof tile and exterior body and trim house color, including door colors.
- Description of the placement of the product to be installed.
- Check deposit of \$100 (refundable after final inspection of completion), payable to Madison Green Master Association.
- Completion document from the Village of RPB is required for the return of the deposit if the Homeowner is required to obtain a Village of RPB building permit.

Note: All required documentation must accompany the correctly completed Architectural Change Application form. These documents must be submitted along with the deposit check to the Homeowner's respective Village, as the first step in the process.

See **Madison Green Architectural Change Process** for additional steps and information on this process.

### **Architectural Changes Limitations and Restrictions:**

- It is the responsibility of the Homeowner to obtain any and all building permits from the Village of Royal Palm Beach.
- All materials must be compatible with existing house and roof colors.
- **NO storage sheds. (This is stricter than our documents (DOC 4.1.C and 4.1.G).**
- Tiki huts require a Village of Royal Palm Beach Building Permit unless the hut is certified by the Seminole Indians. If certified, the Homeowner must take the certification document and their survey to the Village of Royal Palm Beach Building Department and check all setbacks.
- Window and wall air-conditioning units will be considered provided they are NOT visible from the street or adjacent lots.
- Air-conditioning units must be landscaped for visual purposes.
- No above ground gas propane tanks, other than small gas grill tanks (MGMA BOD 11-28-2012).