

Rivermill Community Architectural Compliance Guidelines

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It is recognized that it is not possible to create standards for every modification or improvement and it is recognized that the ACC has discretion in approving or denying a modification or improvement not specifically mentioned in these Guidelines.

THE ASSOCIATION IS NOT EMPOWERED, AND HAS NOT BEEN CREATED, TO ACT AS AN AGENCY WHICH ENFORCES OR ENSURES THE COMPLIANCE WITH THE LAWS OF THE STATE OF FLORIDA AND/OR PALM BEACH COUNTY.

If any provisions of these guidelines are not compliant with a municipal requirement, the municipal requirement shall prevail.

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Section 1- Definitions

The “Architectural Compliance Committee” shall be known as the Compliance Committee. “Community Documents” is defined to include any and all of the Rivermill Community HOA documents, Declaration of Covenants and Amendments, Bylaws, Rules and Regulations.

“Exterior Alterations” shall include any alterations, changes, modifications, improvements and additions to the exterior of the premises, including but not limited to single family homes or any structures on the lot including trees, landscaping, driveways and sidewalks.

These standards apply ONLY to the single family homes section of Rivermill. The County Glen residents will be governed by the County Glen Board of Directors regarding compliance issues.

Section 2 – Purpose of these Architectural Guidelines

The Community Documents create standards to ensure each owner that the quality of the Rivermill Community will be maintained. The authority of the board of directors is set forth in the declaration, the articles of incorporation and bylaws, including the right to establish the Architectural Compliance Committee and to create these architectural guidelines.

The principal purpose of these architectural guidelines is to inform homeowners of the design requirements for Rivermill and the procedures to be followed **BEFORE** making any changes or modification to the exterior of the property. The guidelines are designed to ensure a uniform quality standard.

This document is intended to facilitate the enforcement and resolution of any architectural, landscape or other violations of the Community Standards as set forth in the governing documents AND this document.

Section 3 – Architectural Compliance Committee

The Compliance Committee is responsible for evaluating whether exterior alterations to a home or lot comply with specific sections of these Architectural Guidelines and other Community Documents, and whether exterior alterations maintain Community Standards of the highest quality. Items that exist on the exterior of a resident’s home or lot which do not comply with specific sections or with the clear intention of these Architectural Guidelines may be sited as being in violation.

The Compliance Committee shall meet as necessary, with proper notice, in order to review all submitted applications via the “Architectural Form” by the deadline established. The Compliance Committee can delegate its authority to one or more members to act on behalf of the committee as needed and when necessary.

Section 4- Responsibilities of the Compliance Committee

On behalf of the Association Board of Directions, the Compliance Committee is empowered to take the following action:

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- Enforce the Community Standards established by the Board of Directors in these Architectural Guidelines and the provisions of the Rivermill governing documents as they pertain to the exterior alterations.
- Recommend to the Board of Directors the establishment of rules for the submission of plans and specifications.
- Approve or disapprove applications for exterior alterations.

Section 5 – Limitations of Responsibilities of Compliance Committee

The Compliance Committee shall not assume liability for any work that is requested by a homeowner(s) and approved by the committee. The Compliance Committee makes no representation as to its expertise regarding either the structural adequacy, capacity or safety features of the proposed improvements. Licensed contractors should be used to ensure quality of work. Proper permits and inspection by state or county inspectors as required is the responsibility of the homeowner.

All contractors hired to perform work must be licensed and insured.

Failure to supply all required information will result in denial of the application. The Compliance Committee will evaluate each submission on a case by case basis to ensure that all work requested complies with the Community Standards.

Any damage committed to roadways, swales, roadway gutters, entrance gates, or any other Rivermill common area property by the contractor performing any work, shall be the responsibility of the homeowner(s) to repair.

In the event any work could cause damage to the Common Area, an applicant may be required to provide a refundable deposit that will be used if required to repair damage, otherwise it will be returned at the commencement of the construction.

Section 6 – Standards to be Used by the Compliance Committee

The Compliance Committee will use the following criteria to determine the validity of any arc request:

- **Relation to open space** - Factors that may be considered include but are not limited to the addition or removal of trees, disruption of the natural topography and changes that affect the master community plan design. Changes that adversely affect neighboring properties, common areas or easement areas may be denied. Design(s) of exterior changes should relate favorably to the landscape existing structures and the neighborhood.
- **Conformance with Covenants** - application shall be reviewed to ensure that any changes conform to the Rivermill Community Documents
- **Location and Impact on Neighbors** - the Compliance Committee will consider above and beyond any other factors the effect of any alterations that may impact neighbors.

Section 7 – Compliance Committee Members and Procedures

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The Compliance Committee will consist of no less than three (3) members. The committee, after ensuring that the application has been submitted with all the required paperwork, shall evaluate the applications and will either approve or disapprove within thirty (30) days of receipt of all required documents.

The chairperson, chosen by the board of directors, has control of this committee. Each committee member has one vote of approval or disapproval.

Section 8 – When approval is Required.

All architectural forms for exterior alterations must be submitted and **APPROVED** by the Board of directors or Compliance Committee **BEFORE** the work can begin. No building, painting, fencing, major landscaping change, pool, spa, porch, screened enclosure or any other structure improvement of any kind shall be erected, constructed, placed, altered, changed or modified on any lot unless the arc form is completed and approved by the compliance committee.

The community paint palette is available at the clubhouse and online at the community website at RivermillCommunity.com. Strict guidelines are required for single family home painting. The paint palette only applies to single family homes and not to the townhomes in Country Glen sub-community. If unapproved colors are used on a single family home, the homeowner will be required to repaint the home.

Approval of the Compliance Committee is not required for normal maintenance and making repairs that does not change the original look, color or style of the home, landscaping or items requiring repair. Any work that is not a repair of existing structure will be considered an architectural change and needs to be properly approved. Conflict or confusion as to whether an application and Compliance Committee approval are required, please request guidance before any work is performed to avoid having to change or redo work that was NOT approved.

Section 9 – Architectural Change Form

An architectural change form (also known as an “ARC form”) is required whenever a homeowner seeks to change or modify the exterior of their single family home. This includes roofs, windows, doors, garage doors, painting, landscaping, fencing, spas, pools, and all other structural changes.

An Arc Form can be obtained from the Association Manager or by downloading a copy from the Rivermill Community website.

Once the ARC form is completed, including any site surveys, drafting/spec designs, permits, paint color choices, insurance certificates etc., the application should be provided to the Association through the on-site Manager. Once received you will be notified within thirty (30) days whether the work has been approved or disapproved. **WORK MAY NOT BEGIN UNTIL THE ARC APPROVAL IS RECEIVED.**

A graphic description of the work to be performed must be included with the ARC form. Pictures, manufacturers literature/flyers and/or freehand/mechanical drawings will be accepted as well. In situations where modifications requested may be in contradiction to neighbors wishes or may impede, block, or otherwise inconvenience any neighbor may be denied.

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If an ARC form is disapproved, another request can be submitted with appropriate changes. The reason for disapproval will be provided along with the changes that will be accepted.

Section 10 – Architectural Change Limitations

All approved arc forms must be completed within 60 days from the date of formal approval.

All approved work is subject to ongoing oversight and inspection by the Association Manager to ensure no violations of the Community Standards occur.

Work site must be kept in a neat and orderly condition as determined by the Compliance Committee. The property owner shall be responsible for cleaning work area to a presentable condition at the end of each work day. Removing trash and construction debris from sidewalks and roadways is required. Construction debris must be removed by the contractor and trash cannot be put to the curb except on authorized bulk pickup days and must conform to the required size and amount restrictions. Any bulk items that are not removed by the bulk trash pickup service is the responsibility of the homeowner to have removed. In the event a lot is not complaint, the Association may seek removal of debris, and such cost will be billed to the homeowner.

Any garbage dumpster, machinery or storage containers (e.g. PODS) must be included in the ARC form, be approved and cannot be placed on yard. These items must be placed on the driveway only.

Construction hours shall be between 8am to 7pm, Monday thru Saturday. Construction is not allowed on Sunday.

Section 11 – Landscaping

The intention of the Board of Directions is to make distinctions that balance homeowner's right to decorate their property as they desire with the right of all the homeowners to life in a well-maintained community based on reasonable design standards.

All community lots were landscaped in accordance with the Master landscaping plan set forth by the developer and approved by Palm Beach County. Any modification requires approval. Maintaining existing landscaping requires no approval. Replacing existing bedding, plants, and grass require no approval.

Trees are set as follows:

Every lot must have in front of structure 3 palm trees with at least 6 feet of trunk height. One (1) Florida native hardwood tree is required to be placed somewhere within the property lines of the home. Type of acceptable trees that are allowed can be found listed below. Replacement of dead or missing trees require an ARC form.

Palm trees; Alexander Palm, Foxtail Palm, Christmas Palm, Sabal Palm

Hardwood trees (refer to local ordinance);

Filicium decipoens (Japanese Tree Fern)

Tabebuia Heterophylla (Pink Trumpet tree)

Conocarpus Erectus (Green or Silver Buttonwood)

Calophyllum Inophyllum (Beauty Leaf)

Coccoloba diversigolia (Pigeon Plum)

Quercus Virginiani (Live Oak)

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Vaccinium Japonicum (Japanese Blueberry)

Tree trimming must be performed from time to time by homeowner. Palm trees must be trimmed at not more than a 9 to 3 cut. Hardwood trees can be cut in a shape pattern but must be at least 15 feet in diameter. Any trees that are encroaching into a neighbor's lot must be trimmed back. Failure to keep trees trimmed may result in fines.

Landscape debris and tree trimming items cannot be placed at curb for bulk pick up until the evening prior to pick up. DO NOT PLACE YARD DEBRIS ON CURB PRIOR TO THE EVENING BEFORE PICK UP DAY OR A FINE MAY BE IMPOSED.

Landscape maintenance involving use of machinery, including lawn mowers, blowers and hedge trimmers, shall be restricted for use from 8:00am to 6:00pm. All lawn service companies employed by homeowners for maintenance must adhere to parking policies and by parking their vehicles in such a way as to not block the roadway. Homeowner are responsible for enforcement of these rules.

Landscaping cannot be installed in easements without approval. These easements are for utility company access and cannot be used for landscape decoration of plantings. Plantings include bushes and trees may be placed along the side of property lot line but cannot extend beyond six (6) feet from the front building line.

Landscaping borders, rock, stone, wood, plastic, or edging shall be consistent with the look of the community. A planting bed should be defined as the area bound by landscape border. Planting beds must be kept maintained and weed free. Whether bedding is mulch (regular or rubber), rock, lava rock, or any other type of bedding, it must be weed free and maintained to the Community Standards. Landscaping border cannot be mold or algae covered. Pressure washing of borders must be maintained. Replacement of rotten or damaged borders will also be required.

All garden ornaments, statues, water features, and yard art must be appealing and cannot be too plentiful or "busy" as seen to be as unappealing to neighbors. Neutral/natural color should be considered when possible. The effect of fountains, waterfalls and other features on neighboring properties may be considered prior to approval. Any item listed above is considered to be offensive or objectionable or not in keeping with the Community Standards. Landscape ornaments, symbols, flags and other items deemed appropriate at the discretion of the ARC committee or the Board of directors SHALL NOT BE DISPLAYED in front of the home where easily visible from the street unless otherwise provided by a state and government law.

No artificial grass or rocks can replace the grass in the front of homes. Trees may be surrounded by mulch beds and rock as long as it does not take up 30% of total area of the yard. Neat and well-maintained lawns are the standard for the community. Grass must be kept cut, watered and green. Uncut, dead grass, lawn beds overgrown with weeds, or dead or missing trees all fall under the possibility of fines if not corrected at the discretion of the Compliance Committee.

Plantings may be placed around utility boxes to screen them from view but, access to utility boxes cannot be completely blocked. Also, before any planned planting you must contact the utility company so that they can mark the location of lines that may be buried near utility box. **DO NOT DIG BEFORE CONTACTING THE UTILITY COMPANY.** Injury and possible death may occur by digging into the electricity supply lines. **PLEASE CALL 811 TO HAVE UTILITY LINES MARKED.** This is a free service.

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NO plantings can be placed in the easement between the sidewalk and the roadway. Homes that do not have a sidewalk may have NO planting within 4 feet of the roadway and the home. This is an easement controlled by the utility companies for their service lines and they may need to access them from time to time for repair and maintenance.

Exterior furniture, benches, chairs and tables cannot be a permanent fixture in the front of the home except for where these items are only to be used for decoration purposes. No barbeque grills may be used in the front of the home.

Backyards and screened front porches are not regulated by the Compliance Committee as long as there are no offensive or aesthetically unpleasing items placed inside. Screening must be complete and intact at all times. Adding a screened area to the front OR back of home **does not** require an arc form.

All mechanical devices such as air conditioners, pool pumps, sprinkler pumps, water softeners slash filters, etc. may be required to be shielded by plantings at the discretion of the compliance committee. Water hoses/reels cannot be stored in the view of the street and need to be put away when not in use.

Section 12 – Prohibited Plants and Trees

Non-native invasive plants are not permitted. Every home must have the required trees in the front/property of the home as described in the landscaping section. The following is a list of some of the prohibited plants and trees. This list is subject to updating and it is not limited to only the listed items:

- Cogon grass
- Brazilian pepper tree
- Australian pine
- Old world climbing fern
- Carrot wood
- Air potato
- Bischofia
- Chinaberry
- Skunk vine
- Tropical soda apple
- Cat claw mimosa
- Melaleuca
- Australian paperback
- Chinese tallow
- Earleaf acacia
- Schefflera
- Ficus trees
- Running bamboo

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Section 13 – Awnings, Tinting, Windows and Garages

No awnings shall be allowed to be installed on any front window(s) or structure of any home. Retractable awnings on back of homes will be considered acceptable.

Window tinting is allowed but mirror finishes on the tinting is not allowed. Front windows of homes may/may not have decorative slats installed. If you replace your windows with hurricane proof windows you must have an approved ARC form prior to the start of work.

Garage conversions to living spaces are not allowed. Garage door replacement may be changed to decorative with approval from the compliance committee. No ARC form will be required for repair or replacement of garage door panels as long as they match what was there prior.

Section 14 – Home Painting, Roofs, Driveways and Sidewalks

There is a community paint palette that has the approved colors for repainting homes. It has been modified by the board of directors from the original pallet used by Centex homes. You must paint your home in accordance with the community paint standards or you will be required to repaint the home. Please submit an ARC form with the approved paint colors listed. Paint palette is available on the community website as well as through the Association Manager.

Roof tiles must be maintained and cleaned deemed necessary by the Property manager, Board of directors or ARC committee. Changing the style of roofs is permitted with approval by the compliance committee. Substitutions of the original barrel style roof tiles are available for approval by the Compliance Committee with the exception of **ANY TYPE OF WOOD SHINGLES**. Black moldy roofs will not be tolerated. Pressure cleaning of the roof surface is required. Chemical methods are also available. Replacement of roof tiles or complete roof replacement do require an ARC approval prior to the beginning of work.

Driveways and sidewalks need to be maintained and clean from mold and algae and normal dirt/oils/grime. Concrete driveways, sidewalks will be stained overtime and may not be able to be completely cleaned. Driveway painting is allowed with approval. Driveway color should be a neutral color. Driveway paint **MUST COMPLY WITH COLOR PALLETTE. SIDEWALKS CANNOT BE PAINTED; THIS INCLUDES PAINTING OF THE SIDEWALK THAT IS PART OF THE DRIVEWAY.** Please submit an architectural form with your color choice for approval before you begin work.

Section 15 – Fences

Fencing is allowed for the rear of the property only. No fences shall be allowed further than 6 feet back from the front of the main structure of the home. Homes with zero lot lines must not attach the fencing to the neighboring home(s) Fencing in rear of property cannot extend closer than 4 feet from the property line. Side fencing cannot encroach on neighboring property. Please consult property line map/survey to ensure fencing is not over the property line.

The following are approved fencing options;

- Chain link fencing – Black or Silver, no taller than 7 feet.
- Wood board on board, shadow box fencing, slip fence – natural/white/approved colors only. Posts must face into the owner's property. No taller than 7 feet.

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- Aluminum fencing – black or white only. No taller than 7 feet.
- Vinyl fencing – Natural/White/Approved colors only. No taller than 7 feet.

No fencing shall be placed on any lot that will block or impede easement/utility access. Once fencing is approved, owner must comply with all state and county requirements for permits/inspections of work. **When placing posts you must contact 811 to have utility lines marked.** Damage to utility lines will be the responsibility of the homeowner to pay for repair(s).

Section 16 – Screen Enclosures, Patios and Pool/Spa Installations

New screen enclosures/ patios NEED approval before installing on the front and/or rear of home. Screen framed structure colors are limited to white, charcoal, black or bronze. All required permits from state/county must be presented with plans for the structure. Structures already in place do not fall under those requirements. However, replacement of existing screened enclosures do need all listed approval. Maintenance and screen replacement/repair do not need approval as long as the main structure(s) are not altered. Failure to comply may be subject to fines.

Concrete patio and pool installation require approval, but the installation of pavers do not. All permits and inspections by state/county are the responsibility of the homeowner. The Compliance Committee may require more information including plans and diagrams when requested.

Section 17 – Mailboxes

Mailboxes and posters have been installed under the direction of the association and shall not be removed, altered or modified by the homeowner. Mailbox replacement will be facilitated by the Association.

Section 18 – Propane Tanks and Generators

Propane cylinders are for barbeque grills must be stored inside garages. No propane cylinders, except for the one being used on the barbeque grill, propane firepits and heaters can be stored outside. Cylinders cannot be larger than the 20 lbs. capacity.

Generators for the whole home or electric backup are allowed inside the community but must be professionally installed and permitted. Use of such shall comply with county regulations.

Section 19 – Signs

Signs shall be limited to either one (1) security company sign in the front yard of a residence and/or one (1) alarm decal placed in front window. No other permanent signs except as further described in this section, shall be allowed unless approved by the Compliance Committee or unless otherwise provided by Florida law.

Temporary signs promoting a company performing exterior work on the premises may be displayed in front of the home when workers are on site. The sign must not be a permanent installation. Temporary signs (10 days) for special events, new baby or like shall be permitted

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on a limited basis. Signs denoting presence of pets in the yard shall also be allowed as long as it is for warning anyone entering the area that the pet might be present.

Rescue stickers for the fire department showing the presence of pets in the home in case of a fire are allowed and encouraged.

Section 20 – Vehicles, Parking and Gate Access

Registered vehicles belonging to the residents of any lot in Rivermill must be parked on driveways or inside garages. **NO STREET PARKING OVERNIGHT IS ALLOWED** (12:00 AM daily until 6:00 AM). Vehicles cannot park on grass or in front yards. If the driveway is designed for one vehicle width, then only two vehicles can be parked, one behind the other in the driveway. If the driveway is designed for two vehicles than four cars can be parked in the driveway. Driveways that are crossed by sidewalks are not restricted from parking over the sidewalk. Vehicles illegally parked may be subject to towing at the expense of the owner.

Granting resident access to the community by vehicles is restricted to authorized resident vehicles only. Cars or non-commercial trucks will need a barcode for access. Each lot can have up to 4 barcodes provided by association at \$20 each. Replacements or additional bar codes will be available at an additional charge. Please check with the Association manager for replacement fees.

Section 21 - Antennas and Satellite Dishes

No exterior television or radio masks, towers, poles or antennas shall be allowed. Satellite dishes must be mounted on the home structure and not to a pole/post. A satellite dish shall be installed in a manner that limits the view to it from the street and from the other lots as much as possible. Satellite dishes cannot be placed in the front (street facing) of the home. All wiring must be hidden from the view and neatly attached to home.

Section 22 - Solar Energy Devices, Flagpoles and Flags

Any solar energy devices can and must be installed on the roof of the home. No installation of solar collection devices allowed on walls or the ground. Consideration of the aesthetics shall be utmost consideration on installing solar devices. ARC form must be submitted for approval with plans and all required insurance and permits, if necessary.

Flagpoles are permitted that comply with section 720.304(2)(b) of the Florida Statutes as may be amended and provided it complies with hurricane codes.

Flags can be placed on a removable pole that is attached to the home structure. Yard flags can be placed temporarily for decoration or holidays as long as they are not deemed defensive. Sports team flags can be used on a seasonal basis as well.

The display of a flag of the United States and of the flags in a respectful manner shall be permitted in the display conforms to section 720.302(2)(a) of the laws of the State of Florida as may be amended.