

# **RULES AND REGULATIONS**

## **CASUNA HOMEOWNERS' ASSOCIATION**

*(Date 5/18/2024)*



# **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

-THIS PAGE LEFT INTENTIONALLY BLANK-

# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

## TABLE OF CONTENTS

<b>STATEMENT OF PURPOSES &amp; OBJECTIVES</b> .....	- 5 -
<b>SANCTIONS &amp; FINES</b> .....	- 5 -
<b>PROPERTY RENTAL RULES AND REGULATIONS</b> .....	- 5 -
<b>GENERAL RULES &amp; REGULATIONS</b> .....	- 6 -
CASUNA Pool .....	- 6 -
CASUNA Common Property.....	- 6 -
CASUNA Community Clubhouse.....	- 6 -
CASUNA Club House Rentals .....	- 6 -
Signs In CASUNA .....	- 7 -
Garbage Cans.....	- 7 -
Pet Policy .....	- 7 -
Vehicle, Boat, and RV Parking and Restrictions .....	- 8 -
<b>ARCHITECTURAL AND CONSTRUCTION RULES AND REGULATIONS</b> .....	- 8 -
Size and Occupancy .....	- 8 -
Design & Appearance .....	- 8 -
Foundation .....	- 8 -
Elevation .....	- 8 -
Exterior Facade.....	- 8 -
Roofs.....	- 8 -
Eaves, Rafters, and Associated Trim.....	- 9 -
Decks, Porches, and Patios.....	- 9 -
Exterior Paint Colors.....	- 9 -
Exterior Trim Colors.....	- 9 -
Driveways and Walkways .....	- 9 -
Garage doors .....	- 9 -
Landscaping Plans.....	- 9 -
Fence Rules.....	- 9 -
<b>CONSTRUCTION PLANS, TIMELINE, APPROVAL, AND EXEMPTIONS</b> .....	- 10 -
Construction Plans.....	- 10 -

# **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

ARC Approval Required for New Construction..... - 10 -

Construction Timeline ..... - 10 -

Construction Variations After Approval ..... - 10 -

Construction Vehicle Parking ..... - 10 -

ARC Approval Required for Modifications or Additions..... - 11 -

Legacy Exemptions ..... - 11 -

**ARC ENFORCEMENT POWERS** ..... - 11 -

    Inspections..... - 11 -

    General Compliance and Enforcement ..... - 11 -

**ANNEX A: APPLICATION FOR CONSTRUCTION** ..... - 13 -

**ANNEX B: APPLICATION FOR MODIFICATIONS OR ADDITIONS TO EXISTING STRUCTURES/PROPERTY** ..... - 18 -

**ANNEX C: ALLOWABLE FENCE TYPE AND STYLE EXAMPLES** ..... - 18 -

# **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

## **STATEMENT OF PURPOSES & OBJECTIVES**

The Membership of CASUNA, desirous of an aesthetically pleasing, harmonious, and tranquil community has declared and recorded a Declaration of Covenants, Conditions, and Restrictions (CC&Rs) and By-Laws. The Covenants establish the CASUNA Subdivision Homeowner's Association, the Board of Directors (BoD), and the Architectural Review Committee (ARC) and set forth their jurisdiction, powers, and obligations.

The CASUNA Rules & Regulations are intended to condense, amplify, or clarify provisions of the Declaration and By-Laws. These three documents (CC&Rs, By-Laws, and Rules and Regulations) form the governing documents of the CASUNA Homeowners Association. In the event of conflicts, the provisions of the CC&Rs, and then By-Laws will prevail.

All requests for construction, modifications and additions, and property rental will be directed through the Community Association Manager (CAM) to the required approval authority (BoD or ARC). The terms Association and BoD are used interchangeably in this document for authorization.

## **SANCTIONS & FINES**

Under the CASUNA Declaration of Covenants, Conditions, and Restrictions, the Board of Directors (BoD) may impose sanctions for Governing Document violations as deemed necessary and appropriate.

Sanctions by the Board may include both the appropriate fines and the potential suspension of a member's access and use of CASUNA amenities. If necessary, a lien may be placed on the homeowner's property.

## **PROPERTY RENTAL RULES AND REGULATIONS**

1. Residential dwellings in CASUNA may be rented or leased by the property owner for residential purposes only provided that the lease or rental agreement is for a term of not less than one year.
2. Following the expiration of the initial term of the lease or rental agreement the dwelling may be rented at the owner's discretion on a month-by-month basis to the same lessee or renter.
3. Lease or rental of the dwelling to another person must be for an initial term of not less than one year. Lessees or renters may not sublet a dwelling or property to another person or corporation.
4. The Board of Directors (BoD) may, at its sole discretion, make an exception to the minimum one-year term of lease or rental on a case-by-case basis.
5. All leases or rental agreements for dwellings in the CASUNA subdivision must be in writing and shall be specifically subject to the lessee or renter to the Covenants, By-laws, and Rules and Regulations of the Association.
6. All leases or rental agreements must be submitted for review and approval to the Board of Directors (BoD) of the association through the Community Association Manager (CAM) at least two weeks before the beginning of the term of the lease or rental agreement.

# **CASUNA RULES & REGULATIONS**

(Date 5/18/2024)

## **GENERAL RULES & REGULATIONS**

### CASUNA Pool

1. Hours of Operation: Dawn - Dusk Dates of Operation: April 1 - October 31.
2. NO LIFEGUARD ON DUTY - SWIM AT YOUR OWN RISK
3. Pool use is restricted to association members and their guests.
4. Members are responsible for the conduct of their children and guests while in the pool area and while going to and from the pool areas.
5. No glass bottles or glass containers are permitted in the pool areas. All beverages must be in cans, paper, or plastic containers.
6. No alcoholic beverages are permitted in the pool area.
7. Children under the age of 16 must be accompanied by an adult at all times.
8. No bicycles, rollerblades, scooters, or skateboards will be permitted in the pool areas.
9. Shower before entering the pool.
10. NO DIVING
11. Pool ropes, preservers, hooks, and other safety equipment must remain in the pool area. Do not play with the safety equipment.
12. No running or rough play in the pool area.
13. No pets are allowed in the pool area (except qualified service animals under the Americans with Disabilities Act).
14. All trash must be taken with the owner or guest upon leaving the pool area.
15. Make sure the gate is closed securely when leaving the pool.
16. Proper conduct and courtesy are always expected of all members and guests.

### CASUNA Common Property

1. Every Association member, their families, and guests have a right and easement of enjoyment in and to the common property. CASUNA's common property includes the pool, clubhouse, and surrounding areas in addition to the grassy areas between the street and sidewalk throughout the community.
2. The care and maintenance of these areas is paid for by the association. Care of this common property is also the responsibility of each association member.
3. As a minimum, no parking of any vehicles is allowed on any of the common grassy areas.

CASUNA Community Clubhouse Use of the CASUNA clubhouse is designed primarily for members of the neighborhood.

### CASUNA Club House Rentals

1. The BoD, through the CAM, may rent the facility to governmental agencies, non-profit organizations, and community groups if it doesn't interfere with the association members or the Association's scheduled events.
2. No rentals to individuals outside the CASUNA neighborhood, or to for-profit organizations, will be allowed. Rental fees will be established by the Board of Directors (BoD).

## **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

3. Anyone, including CASUNA members, or any organization wanting to rent the Clubhouse must complete a Request for Use form and submit it to the CAM at least one week in advance of the date requested.
4. The CAM will maintain the master calendar on the Casuna webpage and a BoD representative will approve or deny use no later than 3 business days after receipt of the request.
5. Denials for use may be appealed to the full Board of Directors (BoD) for consideration at its next quarterly meeting.
6. Requests may be submitted up to one year in advance. Activities recurring on a weekly or monthly basis may be submitted on one form for the entire calendar year.
7. Members must be present for the events when they request use of the Clubhouse. Members using the Clubhouse for social events WITHOUT SERVING ALCOHOL may use it without providing a certificate of insurance. Any members SERVING ALCOHOL at an event, and all outside organizations using the Clubhouse, must provide a Certificate of Insurance for \$1 million for the date(s) of the event, and sign a "Hold Harmless" statement that is part of the Request for Use form. Outside organizations may not serve alcohol at their events. Outside organizations must pay security and cleaning deposits before their use of the Clubhouse in addition to the rental fee. The amounts of the deposits will be determined by the Board of Directors (BoD). These deposits will be returned upon inspection of the Clubhouse by the PM to determine the condition of the premises. The Clubhouse may be used from 9 a.m. to 9 p.m. The pool and its patio, however, may not be used by outside organizations.
8. The Clubhouse may not be used for fundraising activities such as rummage sales, bazaars, food sales, or performances.
9. Parking is limited to paved areas adjacent to the Clubhouse and along the sides of the streets. No parking on any grassy areas is permitted. Members and organizations must provide traffic control for large gatherings.
10. Chairs and tables in the Clubhouse may not be removed from the premises.

### Signs In CASUNA

1. No signs of any kind are allowed on CASUNA Common Property.
2. Real estate "For Sale" signs must be placed on the owner's property, positioned on the street frontage side of the lot. "For Sale" signs must be removed within 30 days of the closing date of the sale of the property or if the listing has expired or been withdrawn.
3. If any signs violate this requirement, CASUNA's CAM will notify the owner/realtor. They will be informed that if the sign is not removed/re-positioned within 7 days, CASUNA will remove the sign & dispose of it.

Garbage Cans stored outside the home or garage must be placed in a container that is enclosed on the top, sides, and bottom, shielded from view, and placed on the side or at the rear of the house.

### Pet Policy

1. No animals, livestock, or poultry shall be raised, bred, or kept within the property except for a reasonable number of common household pets not to exceed three (3) without prior authorization by the BoD.

## **CASUNA RULES & REGULATIONS**

(Date 5/18/2024)

2. All pets must be held or kept leashed or otherwise appropriately restrained at all times that they are outside of the structure.

### Vehicle, Boat, and RV Parking and Restrictions

1. Inoperable Vehicles no inoperative cars, trucks, trailers, campers, or other types of vehicles shall be allowed to remain either on or adjacent to any Lot for a period in excess of twenty-four (24) hours.
2. No trucks larger than a one-ton pickup shall be parked in the Subdivision, except those reasonably necessary to complete approved improvements.
3. Recreational vehicles and campers shall not be parked or stored on any Lot except for a reasonable period of time which shall not exceed five (5) days without written permission from the Association BoD.
4. No continuous, perpetual, or permanent parking on streets is allowed.
5. Parking in yards is strictly prohibited, except for storage of operational boats belonging to the Lot Owner only.
6. There shall be no major repair performed on any motor vehicle on or adjacent to any Lot unless performed inside an enclosed garage.
7. No noxiously loud or dangerous vehicles shall be allowed to be operated on any Lot.

## **ARCHITECTURAL AND CONSTRUCTION RULES AND REGULATIONS**

CASUNA's architectural goal is to create an upscale residential community with home exteriors that reflect the North Florida coastal living style and colors. Note: Construction must still meet the City of Mexico Beach Building Codes and Land Development Code, in addition to the following CASUNA requirements. However, construction in CASUNA cannot begin until ARC approval is received.

Size and Occupancy Single-family residence with a minimum of sixteen hundred (1,600) square feet of living space (heated and cooled), exclusive of decks, porches, garages, and permitted non-habitable outbuildings. Have a maximum of 2 stories with a height limitation of 32 feet. The interior wall height on the first floor must be a minimum of nine (9) feet.

Design & Appearance Each home design must have "character" that includes "kick-outs", roof line variations, and/or dormers.

Foundation must have an elevated foundation with stem wall or crawl space type construction with a decorative finish of stucco, Hardie board, wood, stone, or brick.

Elevation From the front of the house street view, the finished floor must be a minimum of twenty-four (24) inches above the final finished grade with a maximum of forty-eight (48) inches above the finished grade. Dimensions must be listed on building plans showing the elevation of the finished floor from the finished grade and list elevations on the application.

Exterior Façade may be traditional stucco, lap siding, or board and batten style.

Roofs must be a metal roof system. The required minimum roof pitch must be 7:12. The most typical roof types include hip, gable, and shed.



# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

[Eaves, Rafters, and Associated Trim](#) Should be painted to match the house trim color or otherwise approved (*Vinyl soffits may be used*).

## [Decks, Porches, and Patios](#)

1. Must be enclosed underneath and have a large front porch at least sixty (60) sq. ft. in size, and a rear porch.
2. The front porch must extend beyond the front wall of the home (no fully recessed front porches).
3. Construction materials for the handrails, spindles, and cross bars can include wood, Hardie board, composite materials, vinyl, aluminum, cables, wire mesh, or ~~wrought iron~~. Concrete stairs must have a stucco finish on the risers.
4. Porch or deck floors and stairs may be painted or stained. The front of all wooden stairs facing the street must be painted or stained. All associated railings must be painted or stained to match the trim.
5. Homes are recommended to have at least one porch directly accessible to each primary interior living space.
6. Porches and decks may be screened but must complement the architecture of the home.

## [Exterior Paint Colors](#)

1. The exterior walls should be coastal colors (*see Sherwin-Williams' "Coastal Cool," "Softer Side," and "Southern Shores and Beaches" Collections for examples; similar colors will be considered*).
2. For final approval, a three (3) foot by three (3) foot color swatch must be painted on the side of the home and approved by the ARC.
3. You must choose an exterior house color that is different from existing homes adjacent to yours. For example, if the home next door, behind you, or across the street is green, you cannot choose the same or similar shade of green as the color for your home.

[Exterior Trim Colors](#) Must complement the house colors. This includes the porch, patio, deck, doors, shutters, and foundation.

[Driveways and Walkways](#) Must be pavers, scored or brushed concrete, stamped concrete, or washed concrete. All homes must have a walkway connecting the front porch steps with the driveway, sidewalk, or both.

[Garage Doors](#) Must be decorative. For example, windows or raised panels will be considered "decorative."

[Landscaping Plans](#) Must be submitted with the Construction Application (see Annex A). The grass must be Zoysia sod. Plans must conform to the City of Mexico Beach regulations. Native plants are recommended, and invasive plants are discouraged.

## [Fence Rules](#)

1. Only white vinyl picket fences are permitted in CASUNA.

## **CASUNA RULES & REGULATIONS**

(Date 5/18/2024)

2. Privacy Fence: Only perimeter lots (with rear property lines along the exterior of CASUNA) are allowed a privacy fence of solid board (in dog ear, gothic, or picket style only) and only along the rear property line. All other fences (side and front facing) will be of an open picket design (dog ear, gothic, and angled) (*See Annex C for authorized style and type examples*).
3. Interior lots and all side and front-facing fences must be an open picket style (dog ear, gothic, and angled). Rear, side, and front-facing fences must match in style and design.
4. The rear property line and side yard fences from the rear property line to the back corner of the house may not exceed six (6) feet in height. Any fence forward of the back corner of the house may not exceed three (3) feet in height.
5. The City of Mexico Beach sets the maximum height for fences and requires a permit before construction. The fencing material must be white vinyl. Submit photos with the application to the ARC through the CAM before construction (see Annex B for modification and additions application).
6. Legacy Exemptions: Existing fences that do not meet the current CASUNA Rules and Regulations will be “grandfathered” but replacement of these fences requires approval of the ARC and must be brought into compliance with the current CASUNA Rules and Regulations.
7. Hedges and fences have similar rules, per the City of Mexico Beach, of six (6) feet in height along rear and back-side property lines, with a three (3) foot height limit on front yard hedges and side yards beyond the back corner of the house.

## **CONSTRUCTION PLANS, TIMELINE, APPROVAL, AND EXEMPTIONS**

[Construction Plans](#) must be submitted in a PDF format using ¼ inch = 1 foot scale.

[ARC Approval Required for New Construction](#) of Homes in CASUNA may not start until ARC approval is received in writing from the CAM (see Annex A for application) regardless of City of Mexico Beach building approval.

[Construction Timeline](#) construction must be completed within 12 months of ARC approval. If construction time exceeds the required time, a written request for a waiver of the 12-month completion must be submitted to the ARC through the CAM. If not completed, a monthly fine may be assessed by the BoD on a circumstantial basis.

[Construction Variations After Approval](#) Variations to approved plans must be submitted in writing and approved by the ARC before further construction can occur. If variations occur without ARC approval, the homeowner will be issued a cease-and-desist order. If construction continues, the homeowner will be issued a fine until approval occurs.

### [Construction Vehicle Parking](#)

1. When the construction of any improvement upon any Lot has begun, work thereon shall be pursued diligently and continuously until full completion.
2. During construction on any Lot, all vehicles involved in such construction, including those delivering materials and supplies, shall enter upon such Lot only at such a location as to not interfere with the flow of traffic in the Subdivision.

# **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

All construction sites must be kept clean, and debris shall not be allowed to accumulate. During construction, the use of dumpsters for routine cleaning of construction sites is permitted.

[ARC Approval Required for Modifications or Additions](#) to existing structures and property requires approval by the ARC (see Annex B for application). Modifications and Additions requiring ARC approval include but are not limited to modifications and/or additions to/for fences, sidewalks, driveways, patios, porches, exterior paint color changes, exterior buildings or structures, outdoor showers, exterior design changes, and screened porches. The ARC has 45 days to approve or disapprove all required plans, per the CASUNA CC&Rs. If the ARC fails or refuses to approve or disapprove the plans within that time, the plans as submitted will be considered approved by default.

[Legacy Exemptions](#) Existing structures that do not meet the current CASUNA Architectural and Construction Rules and Regulations will be “grandfathered” but any modifications to these structures will require approval by the ARC and must be brought into compliance with the current CASUNA Architectural and Construction Rules and Regulations.

## **ARC ENFORCEMENT POWERS**

### Inspections

1. The ARC reserves the right during construction of the proposed improvements, as a part of its approval process, to enter the lot to inspect the proposed improvements to ensure their compliance with the approved plans and specifications.
2. If any proposed improvements shall be made without the approval of the ARC, or are not in compliance with the approved plans and specifications, then the owner shall, upon written demand, cause the proposed improvements to be removed or restored within ten (10) days from the date of the written demand to their original conditions, and such owner shall bear all costs and expenses of such restoration or removal, including costs and reasonable legal fees incurred by CASUNA.

### General Compliance and Enforcement

1. The BoD through the Association’s Fines Committee may impose sanctions for Governing Document violations, which sanctions include those listed below and any others described elsewhere in the Governing Documents.
2. The Association Fines Committee will consist of three (3) association members selected by the BoD, but not members of the BoD and ARC.
3. The BoD may establish a range of penalties for different violations, with violations of the Declaration, unsafe conduct, and harassment or intentionally malicious conduct treated more severely than other violations.
4. The following sanctions require prior notice and an opportunity for a hearing in front of the Association Fines Committee.
  - a. Imposing reasonable monetary fines, not to exceed \$100.00 per violation (or per day in the case of a continuing violation), which shall constitute a lien upon the violator's Lot. Fines may

## **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

be imposed within a graduated range. There is no limit on the aggregate amount of any fine for a continuing violation.

- b. Suspending an Owner's right to vote for the nonpayment of regular annual assessments that are delinquent more than 90 days.
- c. Suspending any Person's right to use Common Area amenities (except that no hearing is required if the Owner is more than 30 days delinquent in paying any assessment or other charge owed the Association); provided, the Board may not impair an Owner access to his or her lot.
- d. Levying Benefited Assessments to cover costs the Association incurs to bring a Lot into compliance with the Governing Documents.
- e. In addition to any other enforcement rights, if an Owner fails properly to perform his or her maintenance responsibility, the BoD may record a notice of violation or perform the required maintenance and assess its costs against the Lot and the Owner as a Benefited Assessment. Except in an emergency, the BoD through the CAM shall provide the Owner reasonable notice and an opportunity to cure the problem before taking such enforcement action.

# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

## ANNEX A: APPLICATION FOR CONSTRUCTION

### **\*\*SUBMITTAL REQUIREMENTS:\*\***

1. **Nonrefundable Application fee for all Applications:** A \$10 application fee must be submitted with all applications including fences and any other modifications.
2. **New Construction Builder: \$2,000 Refundable Compliance Deposit.** Each applicant must submit to the Casuna Subdivision Homeowners Association \$2,000 to be returned when the Architectural Review Committee (ARC) gives their final approval that the home is completed and is in compliance with the Casuna Architectural Rules and Regulations. A copy of the Certificate of Occupancy shall be submitted to the ARC to verify completion. Each applicant will be strictly bound to Article VII of the Casuna Subdivision Homeowners Association Declaration of Covenants, Conditions and Restrictions which regulate the "Architectural Control" and the "Use and Development Restrictions" within Casuna.

**Repairs or Modifications to Existing Structures:** The ARC and the Board of Directors (BOD) have adopted the policy that in the event of damage or destruction to any improvement located upon the Owner's Property, the owner of such improvements shall repair or rebuild such damaged or destroyed improvements in a good and workmanlike manner, within a reasonable time not to exceed one (1) year and, including all debris removal so that the improvements and the Lot are restored to an orderly condition. Modifications to existing structures must be completed within one year.

**Plans for new construction and any modifications, repairs or reconstruction shall be submitted to the ARC for approval in accordance with the Architectural Rules & Regulations.**

Any damage done to Casuna Common Property including sidewalks and common grassy areas must be repaired by the builder/owner. Any sidewalks that have been cracked or damaged during the building process must be replaced with rebar re-enforced concrete. Any common grassy areas that have been damaged must be repaired (soil and grass must be returned to original condition).

Furthermore, should the applicant not fully comply with the above terms, the ARC and Board of Directors reserve the exclusive right to arrange for the immediate repair or replacement of the damaged association property with all costs of such measures being the sole responsibility of the applicant for immediate and full reimbursement to the Association and its collective membership.

3. **Dimensioned Site Plan.** This drawing will show setbacks and all planned improvements, including, but not limited to the residence, fences, gates, fountains, patios, walkways and driveways.
4. **Foundation & Framing Plan.** Plans shall be drawn at ¼" scale and in conformity with all Bay County and state of Florida codes.
5. **Floor Plans.** Floor plans shall be drawn at ¼" scale, containing all information necessary for construction.
6. **Elevations.** Elevations shall be drawn at ¼" scale. All exterior views of the structure must be shown and all exterior elevations of amenities such as walls, fountains, built-up planters, etc., shall also be shown.

## **CASUNA RULES & REGULATIONS**

*(Date 5/18/2024)*

**7. Details.** Drawings shall show exterior trim, window, and door details, railings, planter construction, site walls, and all other exterior amenities.

**8. Construction Schedule.** The schedule shall start with the date of groundbreaking and must be completed within one calendar year. Any exceptions to this requirement must be approved by the ARC. The schedule shall list the estimated date of the City of Mexico Beach building permit, start of construction, end of construction, end of landscaping and issuance of the certificate of occupancy. The owner's contract shall endorse the schedule.

**9. Color Approvals:** A sample of your paint color must be submitted with the application and approved. The ARC will communicate to you how they would like the sample produced.

**10. Approval Process:** Upon receipt of the COMPLETE application packet as well as applicable fees and deposits the ARC will schedule a meeting to render a decision within 30 days. If the board requests further information regarding an incomplete package, the 30 day timeline does not occur until all parts are received.

**11. Approval/ Denial:** The ARC will provided written denial or approval upon the results of the ARC meeting.

# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

## \*\*CASUNA ARCHITECTURAL REVIEW APPLICATION\*\*

These forms must be completed and submitted with the plans to the Architectural Review Committee for review prior to commencement of construction. Upon completion of the review, a set of plans with approval or comments will be returned to the builder. Subsequently, any required revisions cited by this Board or its professionals must be resubmitted for review to the Review Board prior to the commencement of construction.

**\*\*New Construction \_\_\_\_ Modification to existing property\*\***

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

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

Owner/Builder: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Engineer: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Architect: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Landscape Architect: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### **\*\*HOME DESCRIPTION:\*\***

Number of bedrooms: \_\_\_\_\_

Number of bathrooms: \_\_\_\_\_

### **\*\*SETBACKS:\*\***

Front (from curb): \_\_\_\_\_

Rear (from structure): \_\_\_\_\_

Rear (pool): \_\_\_\_\_

Rear (from deck): \_\_\_\_\_

Sides: \_\_\_\_\_

Plans include a pool? YES/NO

### **\*\*SQUARE FEET:\*\***

Ground Floor: \_\_\_\_\_

Add. Floors: \_\_\_\_\_

Garage Size: \_\_\_\_\_

Total Area: \_\_\_\_\_

Total A/C Area: \_\_\_\_\_

**\*\*Pool specifications, including materials, and color:\*\*** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

**INCLUDE COLOR PAINT CHIPS.**

## **MATERIAL SPECIFICATIONS:**

**\*\*Driveway:\*\***

Material: \_\_\_\_\_ Color: \_\_\_\_\_

**\*\*Walkway:\*\***

Material: \_\_\_\_\_ Color: \_\_\_\_\_

**\*\*Front Porch:\*\***

- Rails/Stairways/Etc Material (except floor & steps): \_\_\_\_\_ Color: \_\_\_\_\_
- Floor & Steps Material: \_\_\_\_\_ Color: \_\_\_\_\_
- Screened? YES/NO

**\*\*Rear Porch:\*\***

- Rails/Stairways/Etc Material (except floor & steps): \_\_\_\_\_ Color: \_\_\_\_\_
- Floor & Steps Material: \_\_\_\_\_
- Screened? YES/NO

**\*\*Roof Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Chimney Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Soffits Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Exterior Walls Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Exterior Trim Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Shutters Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Window Trim Material:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Exterior doors:\*\***

Location: \_\_\_\_\_ Color: \_\_\_\_\_

Location: \_\_\_\_\_ Color: \_\_\_\_\_

Location: \_\_\_\_\_ Color: \_\_\_\_\_

**\*\*Garage Door Design:\*\***

\_\_\_\_\_ Color: \_\_\_\_\_



# **CASUNA RULES & REGULATIONS**

(Date 5/18/2024)

**\*\*Foundation Material/Finish:\*\*** \_\_\_\_\_

Color: \_\_\_\_\_

**\*\*Fencing Material/Finish:\*\*** \_\_\_\_\_

Height: \_\_\_\_\_

Location (submit drawings): \_\_\_\_\_

**\*\*Elevation of First Finished Floor above final finished Grade:\*\*** \_\_\_\_\_

A Landscape Plan must be submitted with this application.

All plans submitted and approved by the ARC are subject to further approval by any applicable regulatory agency. In addition to the main residence, the City of Mexico Beach requires permits for fences, patios, decks, and outbuildings.

SUBMIT COMPLETED APPLICATION AND FEE TO THE ASSOCIATION OFFICE AT:

488 5<sup>th</sup> Street

Mexico Beach, FL 32456

adrian@4ourseasons.com



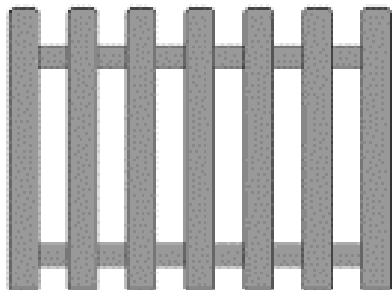
# CASUNA RULES & REGULATIONS

(Date 5/18/2024)

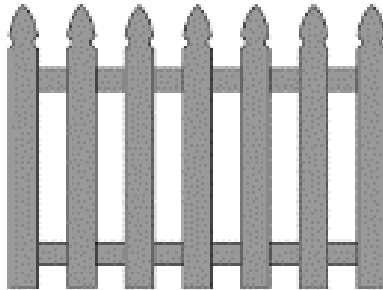
## ANNEX C: ALLOWABLE FENCE TYPE AND STYLE EXAMPLES

1. Only **white vinyl picket fences** are permitted in CASUNA.
2. **Interior Lots and All Side and Front-Facing Fences** must be an open picket style (Dog Ear, Gothic Picket, and Angled Picket). Rear, side, and front-facing fences must match in style and design.

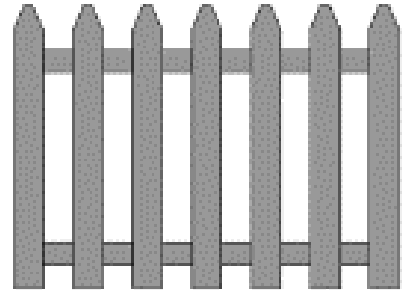
### Side and front-facing approved designs and styles below:



Dog Ear Picket



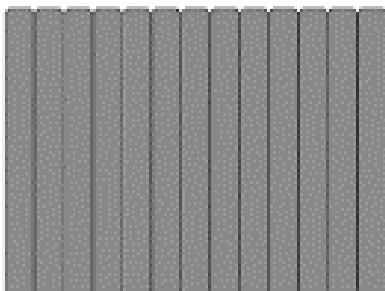
Gothic Picket



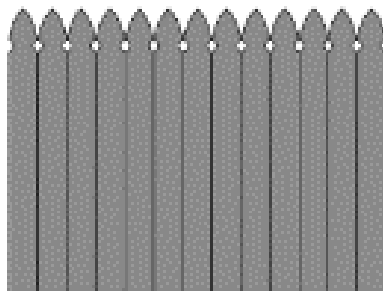
Angled Picket

3. **Privacy Fence (perimeter lots only)** Authorized design and styles: Solid Board Dog Ear, Solid Board Gothic, and Solid Board Picket.

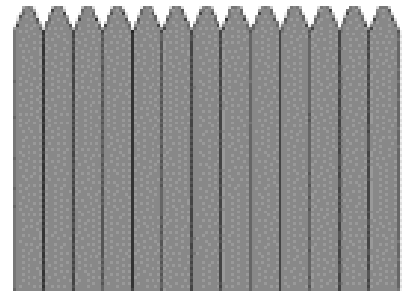
### Rear perimeter lots only Privacy Fence approved designs and styles below:



Solid Board Dog Ear



Solid Board Gothic



Solid Board Picket