

Lake Arrowhead Yacht & Country Club

# Architectural and Site Design Guidelines

Phase I

Lake Arrowhead Communities, LLC  
4-29-2020

**LAKE ARROWHEAD – PHASE 1**  
*ARCHITECTURAL AND SITE DESIGN GUIDELINES*

## Table of Contents

<b>1. Introduction</b>	4
1.1. Objective of the Design Guidelines	4
1.2. Relationship to Legal Documents	4
1.3. Community Master Plan	4
<b>2. Organization and Responsibilities of the Phase 1 Architectural Review Committee (ARC)</b>	4
2.1. Mission and Function	4
2.2. Membership	4
2.3. Scope of Responsibility	4
2.4. Enforcement Powers	5
2.5. Limitation of Liability	5
2.6. Amending the Design guidelines	5
<b>3. The Design Review Process</b>	5
3.1. Review of Plans	5
3.2. Conditions of Approval / Rejection of Plans	5
3.3. Architectural and Contractor Requirements	5
3.4. Preliminary/Final Review	6
3.5. Final Submittal	6
3.6. Additional Meetings with the ARC	6
3.7. Variances	6
3.8. Design Review Fees	6
3.9. Construction Deposit	6
3.10. Renovation / Additions to Existing Structures	7
3.11. Completion/Occupancy	7
<b>4. The Construction Process</b>	8
4.1. Construction Time Limit	8
4.2. Port-A-John	8
4.3. Tree Protection	8
4.4. Erosion Control	8
4.5. Site Maintenance	9
4.6. Construction Parking Limitations	9
4.7. Right to Enter and Inspect Property for Compliance	9
4.8. Conduct of Workers	10
4.9. Revisions and Changes during Construction	10
4.10. Termination / Replacement of Builder	10
4.11. Return of Construction Deposit	10
4.12. Alterations / Remodeling / Improvements / Repainting of Approved Structures	10

4.13.	Notification and Procedure for correction of Site Violations.....	10
<b>5.</b>	<b>Specific Submission Requirements.....</b>	<b>11</b>
5.1.	Plan submission Requirements for Design Review.....	11
<b>6.</b>	<b>Architectural Design Guidelines.....</b>	<b>13</b>
6.1.	General Standards .....	13
6.2.	Modular construction .....	13
6.3.	Dwelling Size / Minimum Standards .....	13
6.4.	Front Façade.....	13
6.5.	Front Porches .....	13
6.6.	Approved Exterior Siding Material.....	13
6.7.	Finished Floor Elevation / Foundation.....	<b>Error! Bookmark not defined.</b>
6.8.	Roofs and Dormers .....	14
6.9.	Chimneys .....	14
6.10.	Garages and Garage Doors.....	14
6.11.	House Identification.....	14
6.12.	Doors.....	15
6.13.	Windows .....	15
6.14.	Decks and Patios .....	15
6.15.	Cornices and Exterior Trim.....	15
6.16.	Awnings and Shutters .....	15
6.17.	Gutters and Downspouts .....	15
<b>7.</b>	<b>Site Requirements: Utilities .....</b>	<b>17</b>
7.1.	Service Area.....	<b>Error! Bookmark not defined.</b>
7.2.	Natural Gas / Electric Utilities .....	17
7.3.	Antennas and Satellite Dishes .....	17
<b>8.</b>	<b>Site Requirements: Accessory and Decorative Structures .....</b>	<b>18</b>
8.1.	Outbuildings.....	18
8.2.	Arbors and Trellises .....	18
8.3.	Fences and Walls .....	18
8.4.	Flagpoles and Flags.....	19
8.5.	Swimming Pools / Hot Tubs / Water Features .....	19
8.6.	Decorative Objects .....	20
8.7.	Clotheslines.....	20
8.8.	Tennis Courts .....	20
8.9.	Pet Enclosures / Houses .....	20
8.10.	Swing Sets / Play Structures .....	20
8.11.	Mailboxes.....	<b>Error! Bookmark not defined.</b>
8.12.	Fire Hydrants.....	20
8.13.	Lawn Furniture.....	20
8.14.	Holiday Lighting and Decorations .....	21

<b>9. Site Requirements: Grading and Drainage</b> .....	22
<b>10. Site Requirements: Driveways and Walks</b> .....	23
10.1. Driveways .....	23
10.2. Walks .....	23
<b>11. Site Requirements: Landscaping Irrigation and Lighting</b> .....	24
11.1. Landscape Budget and Submission requirements .....	24
11.2. Timing of Landscape Installation.....	24
11.3. Lighting.....	24
<b>12. Additional Requirements</b> .....	25
12.1. Signage.....	25

# **1. Introduction**

## **1.1. Objective of the Design Guidelines**

This document has been prepared for the purpose of promoting the development of the residential community known as Lake Arrowhead – Phase 1 (the “Development”). The standards of design expressed in this document are intended to describe our “vision” for the Development through procedures that are clearly outlined and informative. Our intent is to expedite your process of building, improving and maintaining a high-quality residence, and protecting and preserving property values for all Lake Arrowhead property owners. These Design Guidelines will be continuously reviewed and revised, as necessary, to reflect changing conditions and building trends.

## **1.2. Relationship to Legal Documents**

These Design Guidelines are supplementary to the Declaration of Covenants, Conditions and Restrictions (the “Covenants”) for the overall Lake Arrowhead development, recorded in the Cherokee County, Georgia public records. The criteria are intended to complement the Covenants, and should a conflict arise, the Covenants shall prevail.

## **1.3. Community Master Plan**

Lake Arrowhead – Phase 1 is a Master Planned Community that includes approximately 2,000 acres. The community includes an 18-hole golf course and associated clubhouse, two lakes, a Marina on Lake Arrowhead, walking trails, as well as swim, tennis, and other recreational amenities. It is the intent of the Declarant to protect the natural features of the community throughout the course of development. Consequently, these Design Guidelines will also reflect that sensitivity in its approach toward the design review, construction, and modification of residences within the Development.

# **2. Organization and Responsibilities of the Phase 1 Architectural Review Committee (ARC)**

## **2.1. Mission and Function**

The Covenants state that no structure is to be commenced, erected or altered in the Development without being approved by the Architectural Review Committee (“ARC”). The ARC works with the Design Guidelines and Covenants to assure an attractive, compatible, and aesthetically pleasing community. The Design Guidelines are used by the ARC for the evaluation of projects submitted to them. The final decision of the ARC may be based on purely aesthetic considerations. It is important to note that these opinions are subjective and may vary as committee members change over time. The Declarant reserves the right to revise and update the Design Guidelines as well as the performance and quality standards to respond to future changes.

## **2.2. Membership**

The ARC is comprised of 3 to 5 members appointed by the Association and approved by the Declarant. A member of the Declarant’s staff will serve as the chairperson of the committee.

## **2.3. Scope of Responsibility**

The ARC has the following responsibilities:

1. Evaluating each of the plans submitted by an owner for adherence to the Design Guidelines and compatibility of the design with the adjoining sites and common spaces
2. Approving all new construction
3. Monitoring the design and construction process in order to ensure conformance with the Covenants and Design Guidelines.
4. Interpreting the Covenants and Design Guidelines

5. Approving all modifications to existing structures

## **2.4. Enforcement Powers**

Any structure, improvement or modification that is placed on or made to any property without ARC approval is considered to be in violation of these Design Guidelines and the Covenants. The ARC has the power to request that the non-conforming structure be brought into compliance at the owner's expense. Should the owner fail to comply with the requests of the Board, the ARC will act in accordance with the Covenants to bring the non-conforming item into compliance.

## **2.5. Limitation of Liability**

Approval by the ARC does not constitute a representation of warranty as to the quality, fitness, or suitability of the design or materials specified in the plans. Owners should work with their architect and or contractor to determine whether the design and materials are appropriate for the intended use. In addition, approval by the ARC does not assure approval by any governmental agencies that require permits for construction. Owners are responsible for obtaining or ensuring that they obtain all required permits before commencement of construction. The Declarant, the LAPOA Board, the Association, property management, any committee, employee, or member of any of the foregoing shall not be held liable for any injury, damages, or loss arising out of the manner or quality of approved construction on or modifications to any property.

## **2.6. Amending the Design guidelines**

As the development grows, it may become necessary to amend the design guidelines, at the sole discretion of the Declarant. All amendments to the Design Guidelines shall be posted on the community website, and available at the Lake Arrowhead Yacht & Country Club administrative offices.

# **3. The Design Review Process**

## **3.1. Review of Plans**

The ARC will review design submissions electronically or at scheduled ARC meetings. Preliminary/Final submissions must contain: three (3) complete sets of the final plans and specifications showing the nature, kind, shape, height, materials, basic exterior finishes and colors, location and floor plan thereof, and showing front, side and rear elevations. Requirements for Modifications are noted on the Exterior Modification Request Form (Exhibit A). The ARC administrator will receive, review, and distribute submissions. Final Approval must be obtained from the ARC before beginning construction or commencing modifications. Declarant shall act with all reasonable promptness upon receipt of such information to approve or disapprove the request, and the decision of the Declarant shall be final.

## **3.2. Conditions of Approval / Rejection of Plans**

Approval by the ARC shall in no way relieve the owner of responsibility and liability for the adherence to any applicable ordinances and codes. Plans submitted for review or any portion thereof, may be disapproved upon any grounds, which are consistent with the purpose and objectives of the ARC, including purely aesthetic considerations.

## **3.3. Architectural and Contractor Requirements**

All plans for the construction of dwellings and other buildings or significant structures in the Development must be designed and drawn by an architect who is registered and licensed in the State of Georgia or a professional, experienced home designer.

All homes within the community must be constructed by an approved builder or individual property owners.

Should a builder develop a history of citations, violations, misconduct, inappropriate behavior, and consistently demonstrates a disregard for the community regulations, the ARC, after conducting a hearing, may permanently refuse to accept plans from said builder.

### **3.4. Preliminary/Final Review**

The design review process is divided into two steps, a Preliminary/Final review and a Final review. The purpose of the preliminary review is to allow the Owner and ARC to work together to arrive at an approved design that complies with the Design Guidelines and Covenants. For all new construction or major additions, a third-party architect will be engaged to review the submitted plans. The property owner will be responsible for the payment of a Design Review Fee with each submission.

For the Preliminary/Final review, the applicant or authorized agent must submit accurate engineering drawings of the proposed building and site layout for approval. The ARC reviews these plans for design and technical issues as set forth in the Design Guidelines, and may approve, approve with conditions, or reject the plans. No contractor may present preliminary plans with the intention of commencing construction prior to a subsequent final approval. The Declarant may, at its sole discretion, grant Final approval to begin construction without imposing requirements/conditions.

### **3.5. Final Review**

For Final Approval, the applicant or authorized agent must submit three hard copies or an electronic copy of the amended Architectural and Site Plans for the project. These drawings should address all the conditions imposed by the ARC during the Preliminary/Final review. The ARC Coordinator will verify that all conditions/requirements imposed by the ARC have been implemented, or, in the case of a divergence, schedule the submittal for another review.

### **3.6. Additional Meetings with the ARC**

If an application for approval is denied or conditions are unacceptable, the applicant may appeal the decision of the ARC to the Declarant and resubmit the proposal.

### **3.7. Variances**

From time to time, the Design Guidelines or existing site conditions may impose an undue hardship that may inhibit construction on a particular home site. In such case, the applicant may submit a variance application (in addition to the construction application) to the ARC. The ARC will grant or deny the variance request in writing. No variances are allowed unless the applicant has received a written notice of approval from the ARC. Any variance granted is unique and does not set any precedent for future decisions of the ARC.

### **3.8. Design Review Fees**

Design review fees will be established and published by the ARC. The purpose of these fees is to cover all expenses related to the processing of applications for construction. The design review fee must be submitted in conjunction with the preliminary submission. Submissions received without the design review fee will be considered incomplete, and returned to the Owner. The ARC reserves the right to change these design review fees at any time without notice, including making changes or waivers for one builder that do not apply to all builders.

**The Lake Arrowhead design review fee is seven-hundred and fifty dollars (\$750.00) and three-hundred dollars (\$300.00) for major modifications to existing structures. Fees for Modifications are applicable for eighteen (18) months following start of construction. Revisions applied for prior to completion of a project are not subject to additional review fees.**

### **3.9. Construction Deposit**

The builder will post a refundable construction deposit of three-thousand five-hundred dollars (\$3,500.00) before receiving approval for construction. The ARC reserves the right to change these design review fees at any time without notice, including making changes or waivers for one builder that do not apply to all builders.

Should the builder cause any damage to common property during construction, the amount of the damage may be deducted from the construction deposit. The construction deposit shall be refunded to the builder within thirty (30) days of completion of a project that conforms to the approved submission.

### **3.10. Renovation / Additions to Existing Structures**

All renovations, additions, or improvements to existing structures must be approved by the ARC. The applicant or authorized agent shall submit plans showing the nature of the work to be performed, an application for revisions, and a three-hundred dollar (\$300.00) review fee for major modifications requiring the review of a third-party architect.

### **3.11. Completion/Occupancy**

Upon completion, all structures, landscaping, and drainage must be inspected for compliance with the approved final plans. Upon passing inspection, a certificate of completion will be issued to the homeowner and copied to the file.

***Note: Approval by the ARC does not constitute a representation of warranty as to the quality, fitness, or suitability of the design or materials specified in the plans. Owners should work with their architect and or contractor to determine whether the design and materials are appropriate for the intended use. In addition, approval by the ARC does not assure approval by any governmental agencies. The Declarant, the Association, property management, any committee, or member of any of the foregoing shall not be held liable for any injury, damages, or loss arising out of the manner or quality of approved construction on or modifications to any home site.***

## 4. The Construction Process

### 4.1. Construction Time Limit

All dwellings and other structures must be completed within one year from the date the building permit was issued. Exceptions may be granted where such completion is impossible, or due to great hardship to the owner or builder due to strikes, fires, or national emergency, or natural calamities as deemed by the ARC. If an extension is needed, the builder may submit an extension request, including projected completion date, in writing to the ARC. Failure to complete the project within the deadline may result in self-help enforcement rights as set forth in the Covenants.

### 4.2. Port-A-John

A port-a-john will be required for each job site. The port a john must be placed with the door opening toward the rear of the lot. Port-a-johns should be serviced on a weekly basis.

### 4.3. Tree Protection

As mentioned in the introduction, one of the primary goals of these Design Guidelines is the preservation of the property's existing natural features. Because of this, tree removal outside of the building envelope must be kept to an absolute minimum, and no trees, shrubs, bushes or other vegetation shall be cut, destroyed or mutilated except with the express written permission of the Declarant.. All trees that are 6" in caliper and greater are considered protected. Each applicant must submit a tree survey, and flag trees to be removed prior to commencing construction. Tree protection requirements are as follows:

- a. Protective fencing shall be installed at the drip line, prior to any clearing, site work, or construction activity.
- b. The barricade shall be constructed of suitable post extending a minimum of 4 feet above grade. Posts shall be spaced appropriately and shall be joined continuously by orange plastic mesh fencing.
- c. The barricade shall remain in place and in good condition for the duration of the construction activity and shall be the last item removed from the site during final cleanup.
- d. Storage, temporary, or otherwise, of equipment or materials is not permitted under the drip line of trees.
- e. No signs shall be nailed to trees.
- f. No controlled fires will be allowed in a tree save area or elsewhere in the Development.
- g. No concrete washout shall be allowed in a tree save area.
- h. No petroleum-based products or other potentially hazardous or toxic substances may be disposed of underneath any tree save area.
- i. All trees shall be maintained, cared for and repaired in the event of damage by builders until the property is transferred by lease or sale to a third party.
- j. If trees designated for preservation are cleared or removed during construction, replacement trees may be required. The replacement trees shall be of the same species as a replacement rate of 0.5 calipers for every caliper removed. (For example, if three (3) 8" caliper (24" total caliper) trees are removed, they shall be replaced by 12" (24"x 0.5) total caliper of replacement material.

### 4.4. Erosion Control

The Development is required by the State of Georgia to maintain high water quality standards within the development. In order to meet these standards, an erosion control plan is mandatory for all home sites. The following erosion control measures shall be followed on all job sites. Unless mentioned otherwise, all job sites must adhere to the requirements of the most recent Manual for Erosion and Sediment Control in Georgia.

1. Type "C" Silt fence shall be installed on the lower portion of the disturbed area, as per the requirements of the most recent Manual for Erosion and Sediment Control in Georgia.
2. A rocked/gravel construction entrance shall be established at the time of initial clearing and grading and maintained until a permanent pavement drive has been installed

3. All disturbed areas must be permanently seeded and stabilized within 10 days of establishing final grade around the house and the contractor must install temporary seeding and mulching on all disturbed areas when no land disturbing work is being accomplished on site. (i.e. grading)
4. All drainage shall be routed to avoid damage or erosion on adjacent properties, the golf course, and/or conservation easements.

Furthermore, erosion control measures submitted to the ARC shall be maintained by the builder during construction. Offenders may be required to reimburse the Development for any costs incurred in bringing job site erosion control measures into compliance, as well as for repairing any damage to adjacent properties due to a lack of maintenance. The Association reserves the right to inspect and require modifications /corrections to existing drainage systems adversely affecting adjacent properties and/or easements.

#### **4.5. Site Maintenance**

Contractors and subcontractors must maintain the job site in a clean and orderly condition.

1. No fires are allowed on construction sites. No petroleum-based products or other potentially hazardous or toxic substances may be disposed of on any lot or any drainage ditch, stream, or lake.
2. No materials may be stored or placed in the streets, swale, right-of-way, natural areas, or golf course frontages.
3. Construction materials, materials to be discarded, equipment or vehicles shall not be placed in a designated tree save area
4. Only usable construction materials may be stored on a construction site. They must be neatly stacked or placed in a way that they are not visible from adjacent sites.
5. All wrapping and packaging materials and food containers must be placed in a covered/enclosed trash receptacle to prevent debris from blowing onto adjacent property.
6. Discarded construction materials and debris must be contained within a dumpster. Dumpsters shall be placed on the lot as soon as possible and shall remain in place until construction is complete.
7. Dumpsters, debris bins and other trash receptacles shall not exceed capacity. Schedule prompt pick up for bins and receptacles exceeding 75% of capacity to avoid overflow.
8. Lots adjacent to the construction site shall not be disturbed in any manner without written permission of the owner of the lot which has been or will be disturbed. Individuals who are in violation of this regulation shall be required to restore the lots to a condition deemed acceptable by the ARC prior to receiving a refund of their construction bond.
9. At the time of the grading and clearing inspection, the ARC Coordinator will note the condition of the curbing in the street adjacent to the home site. Should the curbing be substantially damaged during construction, the contractor shall be required to replace and or repair said curbing at their expense.

Care shall be exercised in the storage of materials and debris. Should it become necessary for the Association to clean a site or have a site cleaned, the cost will be deducted from the construction bond.

#### **4.6. Construction Parking Limitations**

There shall be no parking or driving onto lots that are adjacent to the construction site.

Construction parking on any internal street is limited to trade vehicles and deliveries only. Personal vehicles should be parked on the jobsite. Construction trailers must be approved by the ARC and parked on the jobsite so as not to obstruct traffic. Contractors should use discretion in all other areas and make an effort to avoid dangerous traffic congestion.

#### **4.7. Right to Enter and Inspect Property for Compliance**

The right of entry and inspection is specifically reserved by the ARC, its agents, and representatives to visit all or any portion of the Owner's property for verifying compliance with the requirements of the ARC. A representative of the ARC will make periodic inspections during the entire construction period. The Owner will be notified in writing of any items and exceptions noted in the inspection report and all such items and exceptions must be completed or resolved.

#### **4.8. Conduct of Workers**

Contractors shall be allowed to work from 7 a.m. to 7 p.m. on Monday – Friday, and 8 a.m. to 3 p.m. on Saturday. No work shall be performed on Sunday. No alcohol or drugs are permitted on site. Animals are prohibited. Firearms are prohibited. No harassing or loud behavior is permitted. Contractors and workers shall not travel recklessly or at speeds in excess of posted limits. Workers shall not be allowed to travel the property unnecessarily or use the amenities. No children or workers under the legal age of employment as determined by the state of Georgia shall be allowed on any jobsite at any time. Violations may result in the contractor being denied access to the property.

#### **4.9. Revisions and Changes during Construction**

All revisions and changes made during construction shall be submitted in writing to the ARC for approval prior to the implementation of such change. All revised drawings, material and color samples must be submitted along with the revision request. The ARC will respond to the request in writing. Failure to obtain written approval for any revision during construction may result in self-help enforcement or a requirement that the modification and/deviation be corrected.

#### **4.10. Termination / Replacement of Builder**

The ARC shall receive written notification of any decisions by the Property Owner to terminate or replace a builder during the construction phase. Before commencing with construction, the new builder shall post a construction deposit. Once this deposit is received, the ARC will refund the remaining construction deposit to the builder who was terminated.

#### **4.11. Return of Construction Deposit**

When all construction is complete, including landscaping, the builder may request a final inspection by the ARC. At this time, a member of the ARC will inspect the project for compliance with the approved plans. If the site is in compliance, the ARC representative will return the construction deposit and provide the builder with a letter stating that they are in compliance. If the site is not in compliance, the ARC will submit a letter stating all deviations from the approved plan to the builder. The builder must then submit a revised plan and or survey showing deviations from the approved plans.

#### **4.12. Alterations / Remodeling / Improvements / Repainting of Approved Structures**

Any exterior change to an existing structure requires approval from the ARC before commencing with work. All exterior changes or renovations shall be submitted to the ARC for approval.

#### **4.13. Notification and Procedure for correction of Site Violations**

Violations may be e-mailed, or delivered in person or by phone, depending on the severity of the violation. Once notified, contractor has forty-eight (48) hours to comply with ARC jobsite requests. After such time, the ARC may issue a stop work order and demand that contractor take action to stop offending actions.

If the stop work order is ignored and the violation not corrected, the contractor, at the discretion of the ARC, may forfeit the entire construction bond. This action may be used in extreme cases where the violation is severe, and/or the contractor has a history of violations.

In the event of an emergency that involves property damage, the breaking of local ordinances, or extreme unkempt conditions, the ARC manager, at his or her discretion, may take corrective action to solve any ARC jobsite violation. The cost associated with such actions may be billed back to the contractor and deducted from the ARC bond.

## 5. Specific Submission Requirements

### 5.1. Plan submission Requirements for Design Review

The following submission requirements must be met prior to obtaining final approval for construction. A design review checklist can be found on the last page of these Design Guidelines.

1. **Existing conditions** – min scale 1"=20'. All existing conditions plans must be drawn by a registered land surveyor (RLS.) These drawings must include the following information:
  - A. Owner's name
  - B. Designer's name
  - C. North Arrow and scale
  - D. Property lines with dimensions and bearings
  - E. Setback lines
  - F. Wetland lines
  - G. Easement lines
  - H. Existing two-foot contour lines
  - I. Existing trees 6" and greater in caliper
  - J. Adjacent street names
  - K. Existing Utility structures
  - L. Outline of exterior walls, decks, and driveways on adjacent lots
  
2. **Site Plan** – min scale 1"=20'. The site plan must be drawn by a registered land surveyor (RLS), registered engineer (PE), registered landscape architect (RLA.) These drawings must include the following information: (This information may be added to the existing conditions map.)
  - A. Proposed location of home
  - B. Dimensions from corner of foundation to adjacent property line
  - C. Proposed driveway and walks
  - D. Spot elevations on corners of driveway and walk (with flow arrows showing drainage)
  - E. All dimensions and material calls
  - F. Proposed fences
  - G. Proposed retaining walls (indicate wall material, top of wall and bottom of wall elevation)
  - H. Proposed pool or spa location
  - I. Location / materials/ finish of all outdoor living spaces (patios, decks and terraces)
  - J. Proposed accessory structures (out building, trellis, etc)
  - K. Finish Floor Elevation (FFE) of first floor and garage
  - L. Proposed two-foot contour lines
  - M. Drain locations, sizes, flow direction, and invert elevation.
  - N. Locations and inverts of day lighted drainpipe
  - O. Location of underground LP tank
  - P. Location of all silt fencing and any erosion control structures
  
3. **Architectural Plans** – minimum scale of 1/4"=1'-0"
  - A. FLOOR PLANS
    - 1) Interior rooms dimensioned and named
    - 2) All window and door openings shown
    - 3) Roof overhang with a dashed line
    - 4) Total square footage of structure
    - 5) Heated square footage of structure (as defined in section 6.3)
  
  - B. BUILDING ELEVATIONS
    - 1) Front, rear and two side elevations
    - 2) All elevations labeled so they correspond with site plan
    - 3) Finish grade line shown against house
    - 4) Brick courses shown
    - 5) All materials and finishes called out
    - 6) Fascia, Trim and handrail details
    - 7) All decks and terraces shown
    - 8) All roof slopes labeled, and overhangs dimensioned

4. **Landscape Plans** – minimum scale of 1"= 20'
- A. Owner's name
  - B. Designer's name, address, telephone and fax number
  - C. North arrow and scale
  - D. Property lines with dimensions and bearings
  - E. Location of all existing trees over 6" in diameter
  - F. Identify Trees to be removed
  - G. Location of all structures (including decks, trellises, fences, gazebos, etc.), pavement, and utilities
  - H. Location of all lawn areas and shrub bed lines
  - I. Location of all proposed plant material
  - J. Plant list with quantities, botanical names, common names, sizes and specifications
  - K. Additional drainage requirements not indicated on the submitted site plan
  - L. Location and specifications of all exterior lighting fixtures
  - M. Total area of lawn in square feet
  - N. ***At a minimum, the following landscaping will be required for all homes:***
    - 1) One 3-inch caliper street tree in the front right or left corner of the lot as space permits, if adequate existing trees are not left in place during construction
    - 2) Street trees shall be planted so that the trunk is three feet behind the right of way line, and three feet from the side property line, if required
    - 3) Shrubs (3 gal. minimum, 36-48 inches on center, 24-36" ht at the time of planting) shall be required around the entire foundation of the home, except in areas of ingress and egress.
    - 4) Sod shall be required in front yard area and the area between the sidewalk and curb, where applicable
    - 5) The rear yard may be seeded or sodded. If seed is used, the construction bond will not be released until the seed has been established to the ARC's satisfaction.
    - 6) Bark mulch or pine straw shall be used in all plant beds and areas without grass, to be maintained in a weed-free condition. Stone, gravel, and lava rocks are not allowed in planting beds. Mulch must be black, brown, or "natural" in color.
    - 7) Landscape boulders as "accents" are allowed, but must be approved in advance. River rock, egg rock, and other brown, tan and neutral colored stone is acceptable for use in drainage swales or for other purposes as approved, but are not to be used to replace mulch or pinestraw in landscape beds. Yards should not be significantly covered by landscape boulders and/or rock material.
5. **Material Samples**
- A. Siding material (brick sample and mortar colors, if applicable)
  - B. Roofing cut sheet
  - C. Garage door type and color
  - D. Front door type and color
  - E. Window cut sheet
  - F. Site lighting
  - G. Color samples- (color painted on a 4"x4" panel, if required by ARB.)
  - H. Body color
  - I. Trim color
  - J. Driveway samples

## **6. Architectural Design Guidelines**

### **6.1. General Standards**

Homes must be designed in conformity with the standards, requirements and guidelines set forth in the Covenants and the Design Guidelines. All footprints and garages must be sited within the setbacks. Plans submitted for review, or any portion thereof, may be disapproved upon any grounds that are consistent with the purpose and objectives of the ARC, including purely aesthetic considerations.

### **6.2. Modular construction**

No modular home or manufactured home shall be placed, erected, constructed or permitted within the development, without the prior consent of the ARC, which consent may be withheld for any reason or no reason at all. "Modular home and manufactured home" shall include any prefabricated or pre-built dwelling which consists of one or more transportable sections or components and shall also be deemed to include manufactured building, manufactured home, modular building, modular home, modular construction, and prefabricated construction as defined by the Georgia State Building Code.

### **6.3. Dwelling Size / Minimum Standards**

Minimum square footage shall be defined as a heated floor space, and shall be one-thousand eight-hundred (1,800) square feet. Heated floor space does not include garages, covered walks, and or porches. Variances for minimum floor space may be granted if the site conditions present a hardship. Variances may also be granted if, in the ARC's sole discretion, the resulting appearance of such residential dwelling will preserve and conform to the existing architectural aesthetic.

### **6.4. Setback Requirements**

Setback requirements are as required by Cherokee County, Georgia.

### **6.5. Front Façade**

While variety is encouraged, a strong emphasis should be placed on following traditional tastes in building massing and detailing. All facades should illustrate a clean, well thought-out appearance. Front elevation should be planned in accordance with the existing structures on the street to present a balanced streetscape. The current style of homes within Lake Arrowhead can be classified as Traditional American, Colonial, and American country. Mediterranean or "Florida-style" architecture is not allowed.

### **6.6. Front Porches**

All covered porches visible from the street shall have a minimum depth of six (6) feet. In addition, all front porches shall have a stone or brick foundation.

### **6.7. Approved Exterior Siding Material**

Exterior siding material shall be contiguous on the front and side elevations of all homes.

1. Approved exterior siding materials:
  - A. Brick
  - B. Hard-coat Stucco
  - C. Cedar Shakes
  - D. Cultured stone with a minimum 20 year warranty.
  - E. Stone
  - F. Hardie cementitious siding or approved equal, including lap siding, board and batten, and shakes.
  - G. Wood siding
2. The following exterior siding materials are not approved for use as the predominate siding material.
  - A. Vinyl Siding

## B. Vinyl Shakes

NOTE: Vinyl Shakes may be permitted on a case by case basis as accent material on second story gable ends and dormers.

### 6.8. Roofs and Dormers

Pitch of the main roof structure should be no less than 10/12, unless approved by the ARC. Pitches for porches, breezeways and other secondary structures may be less, provided they are approved by the ARB. No mansard roofs will be allowed. Contemporary or other irregularly pitched roof styles will not be allowed. All roof penetrations (gas flues, exhaust vents, plumbing vents, skylights, etc.) shall be located on the rear roof slopes so they are not visible from the street. Roof penetrations must be painted a color that is compatible with the roof color. Failure to paint roof penetrations will result in fines being deducted from the construction bond. Roof penetrations visible from the street must be approved in writing by the ARB.

It is recommended that gable ends should incorporate a Queen Anne return or Bird Box return.

All dormers should be designed in a manner and with proportions that are compatible with the architectural style of the house. Typical overhang depth shall not exceed eight inches unless approved otherwise by the ARC. Minimal siding shall be used on front elevations of all dormers – trim and panel molding is preferred. All dormers are subject to approval by the ARC on a case by case basis.

#### **Approved roof materials shall consist of the following:**

1. 30-year or better dimensional fiberglass shingles.
2. Cedar shakes.
3. Slate
4. Synthetic-Slate
5. Standing seam metal, painted or coated as approved. “Natural” metal is not allowed
6. Colors that are acceptable are:
  - Black
  - Dark Bronze
  - Charcoal Grey
  - Other colors will be considered and approved on a case by case basis

NOTE: Tile roofs shall not be applied.

### 6.9. Chimneys

Chimney finishes must match the foundation material on the house. This is restricted to brick, hard-coat stucco, dry stack, or cultured stone. Synthetic stucco, or E.I.F.S., chimneys are not allowed on exterior chimneys unless the predominate siding material used on the house is stucco or E.I.F.S. Stucco may be allowed on interior or mid roof chimneys, provided that the stucco matches the approved color of trim work or mortar on the foundation. No exterior metal fireboxes are allowed unless encased in masonry surrounds. Exterior chimneys shall extend to the finish grade around the house. Cantilevered chimneys are not permitted on the front elevation of the house, or the front one-third of the side elevations. Chimney caps are required if visible from the street or adjacent properties.

### 6.10. Garages and Garage Doors

All garages should be side, or rear loaded where possible. Carports are not allowed. Front-loaded garages are permitted if the site conditions and or setbacks do not provide adequate space for a side or rear-loading garage. Garages, whether front-loaded or side-loaded shall not be the predominant feature on the front of the house. The massing of the garage shall be varied, especially if it is three cars or larger. Garages on corner lots shall not face the main collector road. A raised panel or carriage-style garage door is required. View windows are encouraged by not required on all garage doors. All double width garage doors must have the appearance of two separate garage doors.

### 6.11. House Identification

Traditional Arabic metallic and or wooden house numbers are approved for this use. The ARC reserves the right to approve or deny the use of any house numbering that detracts from the appearance of the home.

### **6.12. Doors**

Exterior doors shall be appropriate to the architectural theme. All doors on the front elevation should have a minimum of brick mold on masonry walls, and 5/4" x 4" trim with drip cap at the top on siding walls. Exterior sliding doors shall only be permitted on rear elevations. They shall not be visible from the street. Storm and screen doors are not permitted unless they are of the appearance of a typical exterior door. All storm and screen doors shall be approved by the ARC.

### **6.13. Windows**

Windows shall match the architectural style of the house. All windows on the front elevation should have a minimum of brick mold on masonry walls, and 5/4" x 4" trim with drip cap at the top on siding walls. Window muntins are required on the front elevation of all houses and such muntins should be compatible with the overall architectural style as determined by the ARC. The use of snap-in muntins is acceptable. Storm windows shall not be permitted. Exterior window screens shall be gray, and their use is discouraged on the front elevation. Use of glass block is not allowed. Skylights and or roof windows will not be allowed on the street side elevations of the home. Dormer windows must also maintain a proper scale with the dormer structure according to ARC review. Window treatments shall have a white or light, solid, and uniform color facing the outside.

### **6.14. Decks and Patios**

Detailing of all patios and decks must be architecturally compatible with the home. Patios and decks shall be designed to serve as an extension of the house. Rails, pickets, and underpinning shall be painted to match the trim of the house, sealed with clear sealer, or stained an earth-tone wood color. No red stains such as cedar or redwood will be allowed. All stain colors shall be approved by the ARC. Vinyl deck railing and decking is not permitted. Porch screen colors must be black or dark gray.

### **6.15. Cornices and Exterior Trim**

The use of traditional molding and detailing at cornices, as well as authentic detailing around window and door openings will be an important part of the overall appearance. All fascias shall be a minimum of 1x8. All friezes shall be a minimum of 1x8 with a 4" crown on front and side elevations, and 1x8 with bed mold on rear elevations. All doors and windows on the front elevation shall have appropriate trim for the architectural style of the house, including but not limited to, pediments, jack arches, and or soldier courses. See sections 6.12 Doors and 6.13 Windows for trim requirements.

All corner boards on siding houses shall be applied to both sides of each corner, known as double-sided corner boards. The minimum trim size shall be 5/4" x 4", but it is recommended that the trim size should be 5/4" x 6" trim. In addition to a brick rowlock or a stone cap, a 1x10 skirt board with drip cap is recommended at the transition between masonry and siding material.

If board and batten siding is used, the boards AND the batten strips shall be painted the same color.

### **6.16. Awnings and Shutters**

Awnings and canopies shall not be affixed to the exterior of the residence without written ARC approval and will generally not be allowed. If exterior shutters are used, they shall be ½ the width of its adjoining window. The style of the shutter shall match the architectural style of the home. Shutters shall be operational or fixed, but shall have hardware, such as shutter dogs and hinges, applied to look operational. Shutters, when applicable to the design, shall be applied to front elevations of all houses and to side elevations facing a street. Shutters are not allowed on triple windows. The design and material of all shutters must be approved by the ARC.

### **6.17. Gutters and Downspouts**

Gutters and downspouts shall be required for all homes. All gutters shall be seamless, and shall either be finished dark bronze, or finished/painted to match the trim color of the house.

## **7. Site Requirements: Utilities**

### **7.1. Natural Gas / Electric Utilities**

The electrical service panel for the house should be installed on the same side of the lot as the electrical service transformer.

Dual fuel heat pumps and LP gas appliances will be allowed with the installation of an underground LP storage tank. Above-ground LP tanks are discouraged, but may be allowed on a case by case basis by the ARC.

All underground LP tank installations and locations must be approved by the ARC during the plan review process. Buried LP tanks must be encased so the tank storage area is covered from view. If an LP tank is requested after the initial plan review, an additional application fee for the review and inspection of the tank installation may be required.

### **7.2. Antennas and Satellite Dishes**

Satellite dishes are permitted. All Satellite dishes shall have a maximum diameter of 1 meter. Satellite dishes shall be mounted on the side or rear of the house, and shall not be mounted on the front plane of the house or in the front yard between the house and the street.

## 8. Site Requirements: Accessory and Decorative Structures

### 8.1. Outbuildings

Detached storage, workshop buildings, or other freestanding buildings are generally not permitted.

Any outside storage solution, commonly called a shed, designed with walk in access must be approved for design and placement by the prior to installation. Sheds must be constructed in the same materials as the house and the plan must include landscape screening. Any shed location must be out of line of sight of the street. Approval of adjacent lot owners may be required. Corner lots are subject to additional requirements.

Detached garages will be allowed on a case by case basis and shall be built within the building setback lines, behind or beside the main residence. All architectural details and finishes of the detached garage shall match the main residence.

### 8.2. Arbors and Trellises

Arbors and Trellises are permitted. Location, elevations and finishes must be submitted to the ARC for approval prior to beginning construction.

### 8.3. Fences and Walls

All fencing within Phase 1 of the community shall be one of the following:

- a. Ranch Rail - 6x6 posts with three (if 4' tall) or four (if 5' tall), equally-spaced 5/4 x 6 horizontal rails. Fence height shall be 4 feet or 5 feet tall. 2x4 metal wire mesh may be applied to the inside face of the fence.
- b. Split Rail - 6x6 posts with three (if 4' tall) or four (if 5' tall), equally-spaced split horizontal rails. Fence height shall be 4-feet or 5-feet tall. Metal wire mesh on interior face is not allowed.
- c. Black, powder-coated aluminum, or cast-iron fencing. Five-feet (5') tall only. Metal wire mesh on interior face is not allowed.

Approved fence designs are included in Exhibit C of this document. No other fencing shall be allowed. Fencing of the entire lot is not permitted. Fencing shall be restricted to the rear yard of the home, with the fence emanating from the rear corners of the home, straight to the side yard property line except on corner lots. Exceptional circumstances may provide the basis for variances to this policy. Rear yard fences on corner lots shall not extend past the building setback line along the side yard facing the street. The ARC reserves the right to approve or require the use of fences along the side yard of the home, so long as the fence does not come closer to the street than one-third (1/3) the length of the home as measured from the rear corner of the house. The location of all fences and walls shall be submitted on the site plan for approval before construction of any fence and/or wall. Fenced dog runs are not allowed. Fully-enclosed fencing with a locking gate mechanism is mandatory at the perimeter of swimming pools and hot tubs, and shall comply with all applicable local laws, rules, and regulations.

Location and materials used for all retaining walls must be submitted for approval. Retaining walls may be constructed of concrete block and brick, timber, cross-ties, stone, or an interlocking wall system (i.e., keystone or an approved equal.) NOTE: Stucco finishes on retaining walls will not be approved unless the wall has a brick or stone accent. Retaining walls emanating from the house shall match the masonry finish of the house. Timber, cross-tie, and modular block walls are discouraged from being used in the front or side yards of the house where it can be seen from the street. Approval of these materials in these areas will be performed on a case by case basis.

There shall be no double fencing along property lines. Adjacent property owners wishing to install approved fencing material shall install same directly upon the property line ("Party Fence") to prevent unmaintained vegetation from growing in between the two fences. A Party fence is the preferred fence option within Lake Arrowhead. If adjacent property owners do not agree to the installation of a party fence, then property owners must install their fence three feet (3') inside their property line. Fences proposed to be

installed greater than three feet (3') inside the property line will be considered on a case by case basis. This requirement is designed to allow adequate separation for property maintenance between lots.

#### **8.4. Flagpoles and Flags**

Lake Arrowhead follows the Federal Flag Code (PL 94-94-344; 90 Stat. 810; 4 United States Code sections 4 through 10), and any additional legislation regarding the display of the American / State of Georgia flags. The displaying of flags or banners, other than the flag of the United States of America, is discouraged except for special events or national holidays. If the homeowner elects to display a flag or banner (hereinafter referred to as flags), it must be done so in a manner consistent with the architectural objectives of the Association and must comply with the following:

- Number of Flags Allowed: Only one (1) flag, can be displayed unless it is a United States flag in conjunction with a military flag, in which case (2) flags can be displayed.
  - Subdued flags and/or “Tactical” flags are not allowed unless specific permission is given in writing by the ARC
- Flag Size: Flag(s) can be no larger than 3'x5', unless it is a United States flag, in which case it can be no larger than 4 1/2' x 6'.
- Flag Poles: Flagpole holders must be mounted to the house and painted to match unless displaying a United States flag. No flags are to be mounted to trees. A flagpole or holder that is mounted to a home can be no longer than six (6') feet.
- Flag Display: Flags mounted to homes cannot be displayed higher than ten (10') feet above the finished grade elevation.
- All flags are subject to ARC approval, except the current flag of the United States of America.
- All flags must have appropriate lighting from dusk to dawn
- Small flags on holders may be permitted but are subject to ARC approval.
- Seasonal, Decorative and Additional Flags:
  - Additional flags include Military and sports flags
  - Holiday, Seasonal, and Decorative flags. Holiday flags are subject to time limit rules spelled out in this document.
  - Flags of other nations or flags that are objectionable (such as a swastika) are prohibited.
  - Flags must be kept in like-new condition
  - The Board of Directors shall be the arbiter of the appropriateness of decorative flags, should questions arise.
- Display for National Holidays
  - The Association permits display of a reasonable number of additional American flags on the following National Holidays only (to be removed not later than 5:00 P.M. of the following day):
    - i. President's Day
    - ii. Armed Forces Day
    - iii. Memorial Day
    - iv. Flag Day
    - v. Independence Day, July 4th
    - vi. Labor Day
    - vii. Patriot Day (September 11)
    - viii. Veteran's Day

#### **8.5. Swimming Pools / Hot Tubs / Water Features**

Any and all proposed swimming pools, hot tubs, fountains, etc. must comply with Georgia State Law in addition to the Design Guidelines.

Above ground swimming pools are prohibited. Bubble covers for below ground swimming pools are prohibited. Pools may not be installed on the front or side yard of any home. All Plans for swimming pools must be submitted to the ARC for approval. Swimming pools which are installed in the rear yards of lots that are adjacent to the golf course or other lots will be subject to additional screening requirements as imposed by the ARC.

Outdoor Hot Tubs are allowed. Location of a hot tub shall be shown on the site plan and/or landscape plan. Hot tubs shall not be installed on the front or side yard of any home. Hot tubs installed in the rear of lots adjacent to the golf course, other amenities, or other lots will be subject to additional screening requirements as imposed by the ARC.

## **8.6. Decorative Objects**

No decorative objects may be placed in the street side or side yard of any home. This includes the following: sculptures, birdbaths, fountains, birdhouses, and lawn ornaments. All decorative objects placed on the property are subject to ARC approval. Decorative planters may be placed around the home. However, the size, number and type of planters are subject to ARC approval.

Yard statuary is discouraged and must be submitted to the ARC for review.

Statuary, as defined here, does not include reasonably sized flowerpots or containers placed at or on the front entry or steps. Other statuary, such as but not limited to urns, animals, or human figures, should be modestly sized and displayed on or at the front entry, rather than in lawn or flower bed areas. Approval of statuary requests is solely at the discretion and aesthetic judgment of the ARC.

Statuary and ornaments submitted to the ARC for review must conform to the Community Wide aesthetic standards and must be made of either, wood, concrete, rock or metal; finished in traditional earth tone colors such as bronze, verdigris, black or natural-colored cement. Multi-colored or brightly-colored items will not be approved.

## **8.7. Clotheslines**

There shall be no outdoor clothesline on any home site.

## **8.8. Tennis Courts**

Private tennis courts shall be prohibited

## **8.9. Pet Enclosures / Houses**

Birdhouses are allowed if they are not placed in the side or street side yard.

Any structure to house household pets must be approved by the ARC. Animal house exterior colors and materials must relate to the exterior of the house or neutral in color. The structure should be completely screened from any view from surrounding properties and roads, and be discreetly located so as not to cause a nuisance to neighbors. Fenced “dog runs” are not allowed.

## **8.10. Swing Sets / Play Structures**

Swing sets and play structures are allowed under certain conditions. The structures must be made of wood or similar material with a natural finish. The swing set or play structure shall not be visible from any street. All swing sets or play structures located adjacent to the golf course shall be approved by the ARC prior to construction and subject to additional screening requirements as imposed by the ARC. Plans showing the location and finish of all play structures must be submitted and approved prior to construction.

Basketball goals are permitted, if the goal is a permanent structure and the backboard itself is not facing the street. The location and finish of basketball goal shall be submitted and approved prior to construction.

## **8.11. Fire Hydrants**

Landscaping around fire hydrants is prohibited by the fire department and should be clear of any shrubs or bush. Low growing flowers are permitted, as long as they do not interfere with the tap mechanism.

## **8.12. Lawn Furniture**

Any lawn furniture may not be placed in the front of residences, in front yards or any location where it will be visible from the street, including benches without approval of ARC prior to placement. Appropriate benches, chairs and swings are permitted on front porches. Beach chairs, umbrellas, plastic furniture and/or brightly colored items will not be approved.

### **8.13. Holiday Lighting and Decorations**

Holiday lighting and seasonal decoration should be tasteful and nothing that is considered a nuisance by the Association will be allowed. Holiday lighting and seasonal decorations should be not be into place earlier than forty-five (45) days prior to the holiday and should be removed within fifteen (15) days after the holiday.

## **9. Site Requirements: Grading and Drainage**

A proposed grading and drainage plan must be submitted in order to obtain ARC approval for construction. These drawings must include the following information: Drainage from your home site must flow to the lowest elevation on your property. Drainage shall not flow onto adjacent lots. You will be held responsible to repair any adverse affects (i.e. erosion) of improper or excessive storm water runoff. Erosion control measures – including silt fencing – shall be installed and maintained by the Owner during construction. Failure to construct/maintain erosion control measures and drainage systems shall result in enforcement actions.

## **10. Site Requirements: Driveways and Walks**

### **10.1. Driveways**

All driveways shall be constructed of concrete with a uniform pattern of scoring joints. Other driveway materials shall be brick or pavers. Colored or stamped concrete is not permitted within the development. A minimum 3-foot landscape strip shall separate the drive from the property line. Driveways shall have a minimum width of 12 feet. Driveways should provide adequate space for turnaround and or guest parking. Entry statements used in conjunction with the driveway are subject to ARC approval. The entry must be discrete and reflect the architectural details and materials of other site elements and the home. This element must be set back off the street behind the right-of-way line.

### **10.2. Walks**

Walkways shall be constructed using materials consistent with the driveway or prominent architectural features of the house. All walks shall be a maximum of four feet in width. All material selections and location of walks shall be approved by the ARC.

Approved materials for walkways areas follow. Materials not listed below may be considered on a case by case basis:

- a. Concrete/stamped concrete
- b. Brick/stone pavers
- c. For natural areas, mulch or pine straw

## **11. Site Requirements: Landscaping Irrigation and Lighting**

### **11.1. Landscape Budget and Submission requirements**

Generally, your landscaping budget should be 5-10% of your total construction budget. Landscape plan submissions should be made no later than after the house has been dried in.

### **11.2. Timing of Landscape Installation**

All landscape installation shall be completed prior to receiving a certificate of occupancy. If this deadline cannot be met, the owner may request an extension from the ARC in writing. Failure to meet this deadline will result in fines being deducted from the construction bond.

### **11.3. Lighting**

Except for "Holiday Lighting", all exterior lighting, including low level landscape lighting must be submitted to and approved by the ARC, and should be a low-level, non-glare type and located to cause minimum visual impact to adjacent properties and streets. Exterior spotlights or floodlights must be hooded to eliminate glare onto adjacent properties and must not spotlight adjacent streets.

All exterior lights shall consist of fixtures that prevent light from escaping through the top and sides of the fixture. Down lighting is encouraged to reduce glare, better light drives and paths, and to protect neighboring properties from bright light sources.

Colored lights are prohibited. Spotlights / Floodlights will be considered on a case-by-case basis, depending on orientation and location. Pole lights will be reviewed on a case-by-case basis.

All path and landscape lighting must consist of low voltage lamps. Path and landscape lighting shall have a maximum height of 36". Landscape lighting must be concealed in daytime.

## **12. Additional Requirements**

### **12.1. Storage of Recreational Vehicles and Equipment**

All recreational vehicles, including golf carts, shall be kept in a garage. Recreational vehicles (boats, motor homes, campers, and any trailers) shall be stored in a garage. Any other vehicles or equipment (trade vehicles, trailers) that cannot be stored in a garage or screened from view should not be parked on Lots.

### **12.2. Signage**

No signs of any kind may be erected by any owner within the Community without the written permission of the Declarant except:

1. Such signs as may be required by legal proceedings
2. Not more than one (1) "For Sale" sign of the approved Design shown in Exhibit D
3. One (1) Political sign per lot, but not on common property
  - a. Shall be allowed during the period beginning 60 days preceding 1) the date of qualification of candidates for public office or 2) the date of legislative action calling for a referendum election or ballot question (the "commencement date") until 30 days after the date of the final determination of an election to which such commencement date applies. The responsibility to remove all such signs is on the sign placer. The description of the time period during which such additional information signs may be erected and maintained shall not be construed as a limitation on the content of such signs.
  - b. Signs shall not exceed four (4) square feet and three (3) feet in height and may be double-faced.
  - c. Signs shall be mounted on an independent single or double pole device. Signs shall not be affixed in any manner to trees, natural objects, street light poles, utility poles, other signs or other sign structures. Signs shall be made of metal, plastic, laminated cardboard or some other durable and waterproof material. No sign shall be made of paper.

**Exhibit A: Exterior Modification Request Form / Application for New Construction**

**Exhibit B: Numerical Identification for Lots**

**Exhibit C: Fence Types**

**Exhibit D: Real Estate Approved Sign Design**