

Wildwood

AT MEADOW GATE

ARCHITECTURAL and LANDSCAPE GUIDELINES for **Modification Review**

ARCHITECTURAL REVIEW
COMMITTEE

Revised February 15, 2003

Prepared by:

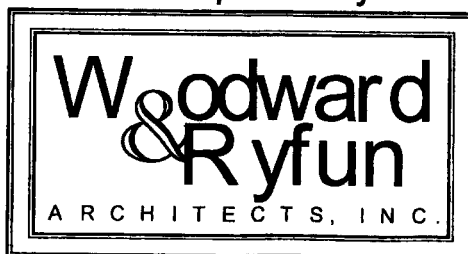


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A. DEFINITIONS

The Protective Covenants contain design review authority and broad, general objectives of the community association to protect our property values and the integrity of the subdivision.

The Design Guidelines, which may be modified from time to time, have been developed to supplement and amplify the Covenants. The Guidelines serve two purposes:

1. To assist the homeowner, both in designing the proposed improvement, and in determining how to apply for Approval;
2. To provide criteria for consistent decisions by the current and future Architectural Review Committee.

B. OVERALL GOAL

The overall goal of the Protective Covenants and Design Guidelines is to keep Wildwood at Meadow Gate an attractive and desirable place in which to live.

C. ARCHITECTURAL REVIEW COMMITTEE (ARC)- Homeowners Association

The Architectural Review Committee (ARC) is appointed by the Board of Directors and reports directly to the Board of Directors. The ARC is to provide assistance in establishing and enforcing community standards in the realm of the association's architectural scheme.

Goals – The goal of the ARC is to preserve the established aesthetic qualities of the community and the quality of living in Wildwood at Meadow Gate.

Organization – The ARC Chair will be appointed by the Board of Directors. The ARC shall nominate from its membership a secretary. The secretary, or acting secretary, shall record the minutes of all Architectural Review Committee meetings.

Responsibilities –

- Be cognizant of the overall architectural plan of the community.
- Protect community standards through architectural control as directed by the Covenants.
- Periodically review standards and guidelines for adequacy and application.
- Monitor member compliance with standards and guidelines and provide enforcement procedure recommendations to the Board of Directors.
- Be alert to architectural problems and covenant violations reported by homeowners and seek a solution to these problems.
- Review all plans for improvement on the common area and elements with respect to their impact on the aesthetic quality of the community.
- Review all member ARC modification plans. Make recommendation to the Board of Directors for approval or denial of modification requests that are outside of the architectural standards and guidelines, with respect to their impact on the aesthetic quality of the community.
- Provide recommendations to the Board of Directors to improve the ARC's modification process.
- Maintain Association property listing.
- Maintain an ARC membership roster and meeting minutes.

D. APPLICATION INFORMATION

1. The following exterior additions, improvements or modifications do **not** require an Application for Modification Form to be submitted **provided** certain conditions are met;
 - Patios (Guideline 1)
 - Exterior Lighting and Flag Poles (Guideline 2)
 - Garden Plots (Guideline 3)
 - Children's Wading Pools (Guideline 6)
 - Ornamental Trees and Shrubbery (Guideline 8)
 - Repainting with the same color (Guideline 11)
2. A completed form must be submitted through the Architectural Review Committee for all other types of modifications. **The verbal approval of any sales agent, developer, builder, or association representative is NOT sufficient. All approvals must be in writing.** When plans are required, they must be submitted with the form. A form is attached to these guidelines. Additional forms are available from the ARC and the Wildwood at Meadow Gate website.
3. The ARC ordinarily meets at least once a month, except when a holiday postpones a meeting. Homeowners generally will receive a response to their request within five days after the meeting at which the request is scheduled.
4. The Protective Covenants state, "If the ARC fails to approve or to disapprove submitted plans and specifications within sixty (60) days after the plans and specifications have been submitted to it, the foregoing will be deemed approved." Any homeowner applying this rule must be able to prove in writing that any plans and specifications were received by the ARC.
5. Decisions of the ARC can be appealed to the Board.

E. ARCHITECTURAL REVIEW COMMITTEE ENFORCEMENT PROCEDURES

1. Apparent protective covenant and design guideline violations – as reported by **any** source – must be submitted in writing to the ARC to be referred for appropriate action.
2. If the ARC cannot resolve a violation, the matter will be referred to the Board of Directors which will send a letter to the violating homeowner requesting compliance and/or submissions for approval.
3. If necessary, follow-up correspondence requesting immediate action will be sent to the violating homeowner by the Board. If violations are not corrected, possible sanctions against the violating homeowner include:
 - a. Suspension of the right to vote;
 - b. Suspension of the right to use the recreational facilities and common areas;
 - c. Recordation of notice of committee violation with the appropriate court;
 - d. Imposition of a fine on a per violation and/or per day basis;
 - e. Correction of the violation by the Association with all costs charged to the violator;
 - f. Filing a property lien for all fines, attorney's fees and costs to correct the violation.

F. TIMELINESS OF WORK

1. All work approved by the ARC shall be completed within three months of the approval date, unless otherwise approved. Homeowners should submit a time - line of the work scheduled. Homeowners shall inform the ARC upon completion of a project so that the committee may perform a final inspection.

G. ALL REQUIRED PERMITS

1. All homeowner Application for Modification Forms that involve construction or alteration of a structure that requires a building permit from Gwinnett County will be reviewed for compliance with the design guidelines by the ARC based only on the Architectural Review Committee Design Guidelines, not the permitting requirements of Gwinnett County nor any State or Federal governing agency.
2. It is the responsibility of the homeowner to confirm if a building permit is required by Gwinnett County for the requested structure. The ARC and the Board of Directors do not have the authority or the ability to inform homeowners if Gwinnett County requires a building permit.
3. The homeowner is fully responsible for obtaining the necessary permits as required by the governmental agencies having jurisdiction over the proposed improvement. The homeowner is solely responsible for compliance with the codes and ordinances of the governmental agencies having jurisdiction over the construction.
4. The ARC and the Board of Directors shall not be held responsible for any modification or alteration constructed by or on the behalf of homeowners who do not obtain the proper permits. This is regardless of whether the structure is approved by the ARC, as the Committee makes decisions based solely on the Design Guidelines.

The contents of these guidelines, and any actions of the ARC or its agents, are not intended to be, and should not be construed to be an approval of the adequacy, reasonableness, safety, structural integrity, or fitness for intended use of submitted plans, materials, or construction, nor ensuring compliance with building codes, zoning regulations or other governmental requirements. Neither the Association, the Board, the ARC, nor member thereof shall be held liable for injury, damages or loss arising out of any approval or disapproval of construction or modification to a lot.

GUIDELINE NUMBER 1: PATIOS AND WALKWAYS

1. Submission of a form for a patio is **not** required if:
 - a. The patio does not extend beyond the sidelines of the house and does not extend to within ten (10) feet of the side property lines; **and**
 - b. The patio does not exceed six (6) inches above ground level at any point; **and**
 - c. The existing drainage patterns are not altered in a manner that adversely impacts any adjacent properties, the drainage of the patio is directed to the homeowner's own property and is properly dispersed.
2. Submission of a form for a walkway is **not** required if the walkway is located in the rear yard **and**:
 - a. Is no closer than ten (10) feet from the side property lines; **and**
 - b. The walkway does not exceed four (4) inches above ground level at any point; **and**
 - c. The existing drainage patterns are not altered in a manner that adversely impacts any adjacent properties and the drainage of the sidewalk is directed to the homeowner's own property and is properly dispersed; **and**
 - d. The width of the sidewalk does not exceed four feet.
3. A form must be submitted for a finish or texture other than a natural broom finish.

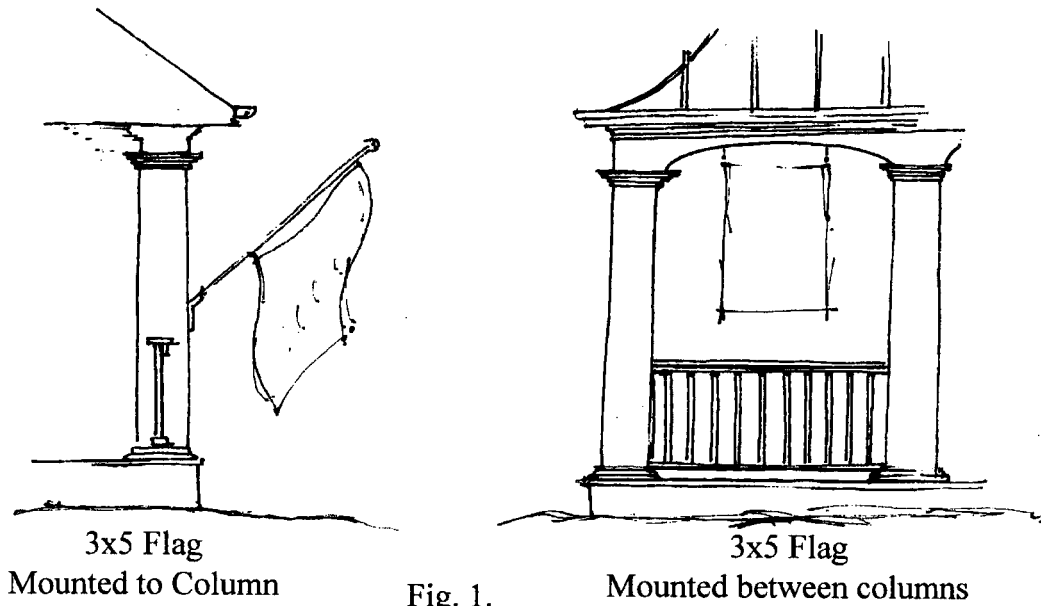
GUIDELINE NUMBER 2: EXTERIOR APPEARANCE, DECORATIVE OBJECTS, FRONT PORCH FLOWER POTS, LIGHTING, HOUSE NUMBERS, ETC.

Exterior Appearance

General

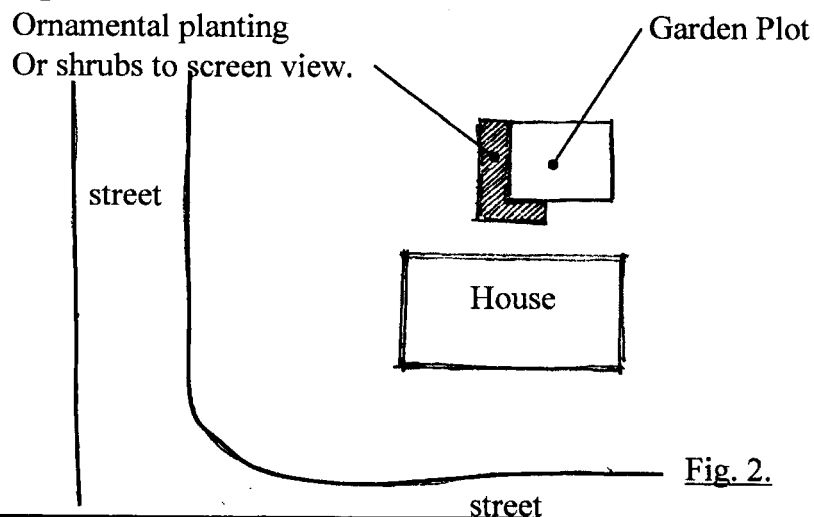
The preservation of the character of the exterior appearance of homeowner property is the primary purpose of the Design Guidelines. In making selections or decisions, homeowners should consider the following:

1. A form must be submitted if you are repainting and considering any color change. Please review the other houses around you and select colors different from the house next door or across the street. See Guideline Number 11.
2. Window treatments that are visible to the street should be made to blend with the exterior by using a white or off - white liner so that the vibrant colors or patterns you select for the interior do not clash with your exterior colors.
3. A form for approval is not required for one decorative object placed in the front or side yards that is a natural color, does not exceed 18" in height and is located within 15' of the boundary of the home. A form must be submitted for all other exterior DECORATIVE objects, both natural and manmade. Exterior DECORATIVE objects include items such as bird baths, birdhouses, wagon wheels, sculptures, statues, fountains, pools, antennas, free-standing poles of all types, flag poles, gazing balls and yard art, and items attached to approved structures and visible from any Wildwood at Meadow Gate street.
4. Objects will be evaluated on criteria such as location, proportions, color and appropriateness to the surrounding environment.
5. Except as provided below, a form must be submitted for all exterior lights or light fixtures not included as part of the original structure. However, a form is not required for landscape lights that meet the following criteria:
 - a. Light fixture does not exceed twelve (12) inches in height; **and**
 - b. The number of light fixtures does not exceed ten (10); **and**
 - c. All lighting does not exceed 20 watts rating (low voltage lighting), should be white or clear, non - glare, and shall be directed towards the homeowner's house and landscaping only.
 - d. All light fixtures must be black. A form will be required for any finish other than black.
6. A form is **not** required to be submitted for a single flag pole staff attached to a portion of a house to display the official state flag of Georgia or the official flag of the United States of America. Such flags may not exceed **3 x 5 feet** in size. These poles may also be used for the temporary display of flags related to schools, colleges, universities, or flags such as might be used for holiday seasons. Temporary flag displays shall be limited to the season. See figure 1.
7. Front doors and entry area decorations must be in keeping with the style and colors of the house. Live plants and live flowers in pots must always be neat and healthy. Neatly maintained front porch flower pots, containing evergreens/flowers, do **not** require submission of a form.
8. House numbers shall only be displayed on the mailbox, not on the house itself.



GUIDELINE NUMBER 3: GARDEN PLOTS

1. A form must be submitted for garden plots unless **all** of the following conditions are met:
 - a. The plot is located behind the rear line of the house and ten (10) feet from the side property line; **and**
 - b. The plantings are less than 6' in height; **and**
 - c. The plot is properly maintained per the community standards; **and**
 - d. The plot does not alter the existing drainage patterns in a manner that adversely impacts any adjoining property; **and**
 - e. The maximum area of the plot does not exceed 10'x10'; **and**
 - f. The garden must be screened from any street view. See figure 2.
2. All garden plots must be located behind the rear line of the house. All other proposed locations will be considered on an individual basis when a form is submitted.
3. Garden plots are planting areas or beds that contain anything other than ornamental plants, such as vegetables, herbs, peanuts, watermelons and the like. Seasonal plants which exceed heights of six (6) feet or more in growth need a form submitted.
4. Garden plots shall be cleared of dead plants after the growing season.



GUIDELINE NUMBER 4: PLAY EQUIPMENT, PLAY HOUSES, AND TREE HOUSES

1. A form is required to be submitted for all play equipment. The following guidelines apply:
 - a. All play equipment must be located in the rear yard; **and**
 - b. Within the extended sidelines of the house, with the placement in the middle 1/3 of rear; **and**
 - c. Within the screened fenced area of the yard, if yard is fenced; **and**
 - d. Such that it will have a minimum visual impact on adjacent properties as determined by the ARC; **and**
 - e. The play equipment does not alter the existing drainage patterns in a manner that adversely impacts any adjoining property; **and**
 - f. If trampolines are employed, must be screened from **any** street view.
2. Metal play equipment, other than trampolines, is **NOT** permitted, exclusive of wearing surfaces (slide poles, climbing rungs, swing seats, etc.). Bright colors in general are not allowed. Play equipment should be constructed of natural materials and colors. All colors should be natural earth tones such as dark green, tans and browns. All play equipment, play houses and tree houses must be properly maintained.
3. A baseball backstop or similar item is **not** play equipment and must comply with the fence guidelines.
4. A form **must** be submitted for all play houses and tree houses.
5. Playhouses and tree houses must be located where they will have a minimum visual impact on adjacent properties. In most cases, material used must match existing materials of the house and the playhouse or tree house is not to exceed sixty four (64) square feet and/or 12 feet in total height.
6. Appropriate evergreen landscaping shall be used to screen around the playhouse.
7. Playhouses and tree houses will not be permitted in common areas.

GUIDELINE NUMBER 5: BASKETBALL GOALS - See figure 3.

1. Basketball goals on individual lots are discouraged due to the proximity of houses in the community and the potential for disturbing the peaceful enjoyment of neighbors. In - ground basketball goals are permitted on a conditional basis. A form must be submitted and will be considered if all of the following requirements are met:
 - a. The post is painted black;
 - b. A drawing accompanies the form showing the proposed location.
 - c. The backboard is clear.
 - d. Permanent goal is located no further forward than the front line of the house.
2. Owner must maintain the appearance of the pole and goal at all times.
3. If freestanding or portable, goal must be kept close to the house except when in use.
4. No goals may be attached to the exterior of the house, deck, etc.

Curved Backboards
are acceptable

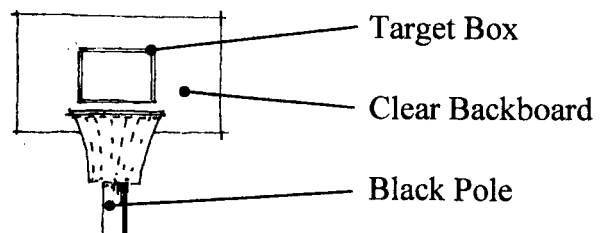
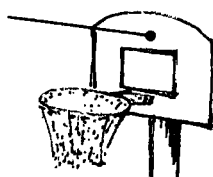


Fig. 3.