

GRAND|HAVEN

ALCOVY MOUNTAIN

Architectural Guidelines (3.1.2024 Rev.2.19.24)

(This manual includes various general regulations.)

Effective Date 03.1.2024

I. Introduction.

Grand Haven at Alcovy Mountain is a unique development with unique architecture, beautiful landscaping and lots. As with many communities, **Grand Haven at Alcovy Mountain** has a homeowners association ("Association"), a Declaration of Protective Covenants ("Declaration"), Bylaws for the Association, a New Construction Committee ("NCC") with jurisdiction over all original construction, an Architectural control committee ("ACC") with jurisdiction over modifications, additions or alterations made on or to existing structures on Lots, and a set of Architectural Standards. These Architectural Standards are designed to effectively protect the common interests of the community yet not be unduly restrictive.

A. Objectives of the Association. The primary objectives of the Association are: 1) to protect the property values of all homes in the community by ensuring properties are maintained in compliance with the Declaration and the Architectural Standards; and 2) to ensure that the Association is operated on sound financial basis at all times. The common areas must all be maintained in order to protect the property values in the community. Funds must be obtained to cover all maintenance and operating costs. Further, the Declaration and the Architectural Standards are legally enforceable and bind all owners.

B. What is the difference between Declaration and Architectural Standards? All owners should have a copy of the Declaration and Architectural Standards for reference. The Declaration of Covenants for **Grand Haven at Alcovy Mountain** provides the authority for the creation of the NCC, ACC, and Architectural Standards and establishes the guidelines and procedures to apply for approval of architectural modifications. The Architectural Standards provide detailed information regarding modifications and improvements. The Architectural Standards are created to enhance, augment, and clarify the Declaration and to provide additional guidance to homeowners as to the standards set in our community. If a conflict exists between the Architectural Standards and the Declaration, the Declaration will govern. All owners, occupants and tenants are subject to the governing documents of the Association. Therefore, owners should make all reasonable efforts to make the new homeowner, occupants, or tenants aware of the Declaration, Bylaws, Architectural Standards and any rules and regulations that are adopted by the community.

II. Approval Process

A. General Information. NCC or ACC approval shall not, in any way, be construed as a statement as to the structural integrity, quality or soundness of a proposed project. Such approval shall not be construed as ensuring compliance with building codes, zoning regulations or adherence to local county ordinances. Further, approval is not to be construed as a guarantee that the approved project is fit for its intended purpose or meets any applicable safety standards. Approval or denial of a request for a modification or improvement shall be based entirely on the documented request and anticipated aesthetic appearance of the project and/or appearance of the community. To preserve the architectural and aesthetic appearance of the community, the NCC or ACC, as applicable, reserves the right to deny final approval when the specified project is completed if the completed project is not consistent with the specifications submitted with the original request. Modifications made to any lot, dwelling, structure, or landscaping must be done

in a professional manner with workmanship, materials, colors, and design consistent with the overall community-wide development standard.

Any reference in the Architectural Guidelines requiring that a modification or improvement be of the same construction as the existing house or dwelling shall mean that the modification or improvement be of the same construction, materials, and colors as that on the front of the house. The ACC must approve any exceptions to this policy.

B. Documentation and Architectural Change (ACC) Request Form. A written request should be initially delivered to the Declarant to submit to the developer appointed ACC. After turnover of control of the ACC by the developer, the contact for the Association will be provided by the Association's Board of Directors to homeowners. Homeowners should complete an Architectural Change (ACC) Request Form to the ACC. A copy of this form is attached hereto as **Exhibit "A"**. The form should be completed and submitted with any required supporting materials that may be necessary to consider for approval by the ACC. Such supporting materials may include, but not be limited to, drawings, sketches, pictures, paint samples, or other descriptive materials that will be helpful to the ACC in review. The ACC has forty five (45) days to approve or disapprove the request from the date of receipt of a submission of a properly completed Architectural Change (ACC) Request Form and all information and materials reasonably requested by the ACC.

The ACC shall consider many factors in the review of each application for an exterior change, addition and/or improvement. The review may include, without limitation, the following factors:

1. Size and dimension;
2. Color and harmony with existing structures and improvements;
3. Quality of construction materials;
4. Location;
5. Community-wide standards as defined in Article 1(v) of the Declaration;
6. Existing structures on both the applicant's property as well as surrounding properties;
7. The potential impact on property values and appearance to surrounding properties and the community at large;
8. The consequences of a physical change upon a property if applied universally throughout the community; and
9. The long term benefit, consequence, or harm to the community at large.

C. Commencement of Construction. All changes, modifications and improvements must be commenced within one (1) year from the date of approval. All work approved by the ACC must be completed within ninety (90) days from the date of commencement, unless otherwise agreed in writing by the ACC. All approved changes, modifications, and improvements must be completed in their entirety.

III. General Design and Maintenance Standards

A. Minimum Lot Size, Setbacks and Dwelling Size

The size of lots and the minimum setback requirements for improvements on the lots shall be determined solely by the recorded subdivision plat, these Architectural Guidelines and local zoning requirements. All single-story dwellings shall contain a minimum of [1620] square feet of heated and/or cooled space. All two-story dwellings shall contain a minimum of [2400] square feet of heated and/or cooled space.

B. Decks

All decks must be approved, prior to construction or modification, by the ACC. Decks must be to the rear of and behind the house unless specifically approved otherwise by the ACC. Deck materials must be cedar, redwood or pressure treated pine. Deck supports shall consist of wood posts with a minimum size of 4x4 posts. All deck surfaces should be a natural wood tone that is stained or sealed to provide water sealer protection. If the finished deck surface is not stained a natural wood tone, decks and railings can be painted the same color as the existing house color or trim color. Slight variations to decks may be allowed with specific approval of the ACC, such as the use of improved materials not readily available prior to the initial construction of the home.

C. Mailboxes

The United States Postal Service requires centralized mailbox units within this community therefore individual mailboxes will not be allowed. These mailbox units will be located and accessible at a defined location within the community and maintained by the homeowners association.

D. Fences and Outbuildings

All fences and outbuildings must be approved, prior to construction or modification, by the ACC. A request to erect or change a fence shall be specifically submitted to the ACC for approval of design and placement. No fence of any kind shall be erected, maintained or altered on any Lot without the prior written approval of the ACC of a submitted Architectural Change (ACC) Request Form (with appropriate plans and specifications). Surveys are recommended before construction commences.

Under no circumstances shall any chain link, barbed wire, hog wire, or privacy fence be permitted in the community. The only approved fencing is the standard black aluminum rail and the black aluminum rail with puppy kit. The fences must include at least one 5-foot gate to provide lawn maintenance crews space to access the rear yard. Fences located from the rear corner of the house and to the property line or directly behind the house shall generally be approved.

Exceptions to this guideline may be considered in extenuating circumstances. Any exceptions may be made at the sole discretion of the ACC. Corner lot fences on the streetside yard shall be no closer to the street than the building line and may be required to be screened with landscaping.

Currently, there are two (2) fence companies servicing this community with the required black aluminum fencing or puppy picket fencing. Academy Fence Brokers (770-867-0479) or Accurate Fence (770) 985-3700.

Fences are generally not allowed in buffers or landscape easements. If an easement lies within the proposed fenced area, a double gate must be provided to allow access to the easement.

In the event a resident converts a porch or patio into a sunroom, that sunroom then becomes an interior space and establishes a new back corner of the house. If there is an existing fence in place, it MUST be relocated to the new back corner of the sunroom.

All sheds, tool storage areas, workshops, outbuildings, or free-standing dog pens are prohibited.

E. Attached Structures

Attached structures and additions must be designed and constructed to be compatible with the existing house and must be approved by the ACC prior to commencement of construction.

F. Storm Doors

All front entry storm doors must be full glass panel, Anderson 3000 series. The storm door handle needs to line up with the front door handle. Door color should match the trim of the house. Door hardware should be bronze in color and match the exterior/interior door of the house. Any exception in color must be approved by the ACC. No screen doors are allowed on the front of the house.

F. Gazebos

Gazebos are prohibited.

G. Patios, Patio Covers, Pergolas, Trellises, Sunscreens/Privacy Screens

Patios, patio covers, pergolas and trellises are generally allowed but must be specifically approved by the ACC prior to construction or modification. Patio covers, pergolas and trellises should be constructed of cedar, redwood or pressure treated pine, or a suitable wood composite material and finished to match the color of the house or house trim. The style should be compatible with the design of the house.

The addition of an exterior patio MUST be submitted to the ACC for approval prior to installation. No patios are to be constructed of gravel rock or any loose material. Patios considered for approval must be either concrete or solid pavers.

Front porch patios can be painted or stained a neutral complementary color blending with the house. You can also apply a flaked paint sealer application that complements the home. However, do not extend the paint or sealer to the sidewalk area. The application should NOT be able to be seen from the street view.

Sunscreen or Privacy Screen MUST be submitted to the ACC for approval prior to installation. Screens are ONLY allowed in the backyard area and should be made of quality material.

H. Pools, Hot Tubs and Landscaping Ponds

All pools, hot tubs and landscaping ponds must be approved, prior to construction or modification, by the ACC. Pools, hot tubs and landscaping ponds shall be located behind the house with the edge of the water no closer than twenty feet (20') from the property lines. Such improvements will be considered on a case by case basis. Once approved and constructed, such improvements must be properly maintained so as to avoid causing unpleasant odors or unsightly algae growth. All pool equipment must be within a fenced area, a minimum of ten feet (10') inside the property lines. Such equipment shall be located and screened so it will not be visible by or a nuisance to neighbors.

Above ground pools and inflatable bubbles are prohibited.

I. Recreational or Play Equipment

All recreation and play equipment must be approved, prior to construction or modification, by the ACC. Recreational or play equipment, whenever possible, shall be located directly behind the house. If this is not possible, the equipment must be at least ten feet (10') inside all property lines and screened from view from the street. Such equipment will not be approved for location in the front or side yards. Equipment shall be made of natural wood, dark colored metal or dark colored plastic. The only approved colors for such equipment are black, dark green or dark brown. The tops and/or roofs on any such equipment shall be of natural dark painted materials, dark green canvas or dark shingles.

J. Basketball Goals

Basketball goals of any kind are prohibited.

K. Exterior Lighting

Homeowners should be conservative with the quantity of landscape lighting. Exterior lighting is generally acceptable, as follows:

1. Minimal accent "moon-lighting" and landscape lighting are permitted. String lights are allowed on your covered back porch or pergola year-round.

2. Holiday Seasonal Lighting/Decor: String lights and seasonal decorative lights will be allowed between the Saturday before Thanksgiving and January 15th of the following year. Luminaries are also allowed during the holiday season, however; no inflatable decorations are allowed.
3. No string lighting or lighting of any kind can be attached to the perimeter of your fence except during the holiday period as noted above.
4. All exterior lighting should be a low-level, non-glare type of lighting and located to cause minimal visual impact to adjacent properties and streets.
5. Utility or security lighting will normally be approved if installed in the soffit, to the rear of the front corners of the house and being careful to direct the light away from the adjoining properties and away from the street.
6. Carriage type pole lights within the building setback lines are NOT allowed.
7. All exterior lighting should be inspected periodically and maintained or replaced in order to keep a neat uniform appearance.

L. Satellite Dishes

Satellite dishes one (1) meter or less in diameter with a location that results in the least visual impact allowing for an acceptable signal shall be approved. Dishes shall be mounted on the rear of the house on the roof or back wall so as to not be visible from the street. Homeowners must make every reasonable effort to install dishes on the rear of the roof of the house. If a signal cannot be obtained from such location, an Architectural Change (ACC) Request Form should be submitted to the ACC for approval of an acceptable alternative location on the lot.

Satellite dishes shall NOT be mounted on fencing or posts. The ACC may require that satellite dish equipment be painted to minimize visual impact.

M. Landscape Ornaments and Flower Pots

In order to maintain a clean, uniform appearance within the community, the following restrictions are necessary for the front of the house and any other areas of the yard that are visible from the street.

Front Yard Landscape Beds

- A maximum of three (3) decorative ornaments are allowed and must be placed in the bed; ornaments are not allowed in the yard;
- The ornament cannot be over two feet (2') in height;
- A small garden flag is acceptable;
- The ornament must be tasteful in appearance so as not to detract from the beauty of the community.

- Seasonal color is generally permitted in the landscape beds and needs to be maintained and kept attractive. Seasonal color is typically planted directly into the ground in the landscape beds. If flowerpots are placed in the landscape beds the pots and containers should be similar in color and complement the exterior of the house. The number of pots should not be excessive and be neat in appearance. Baskets/Pots that have hangers attached are not allowed in the front landscape beds.

When purchasing plants, please be aware that there are certain plants that are not appropriate for this community. The following plants should NOT be planted in an area that is visible from the street: Cactus, Banana Trees, certain exotic plants that are not native or common to this area.

Front Porch Planters/Pots – Pots placed on the front porch are limited to no more than four (4). The size of your porch should be considered when placing pots so that the porch does not appear cluttered. All planters/pots should be made of quality material. Planters/pots should be similar in color and coordinate with your other exterior décor. Resident’s sidewalk area should be clear of pots, plants and décor.

Hanging Baskets – During the growing season, you can have a maximum of two (2) hanging baskets hung from the front porch.

Driveway/Garage Brick Facings – You are allowed a maximum of three (3) planters/containers. If the house has a three (3) car garage, you are permitted to have one (1) planter/container at each wall surface. If it is a two (2) car garage, only two (2) containers are allowed, one (1) at each wall surface. The containers should be a reasonable size, match in color that is either a neutral tone or a similar color that compliments the overall décor and color used on the front porch.

All other lawn ornaments such as wagon wheels, sculptures, large rocks, and decorative fencing for location in side street yards and yards that back up to a public amenity area may be considered if placed in an appropriate location, which shall be determined in the sole discretion of the ACC.

N. Front Porch/Sunshades/Handrails

In general, the front of your home should be neat and uncluttered in appearance. The following are required guidelines:

Flags are NOT permitted from the front of your home with the exception of the following: The flag of the United States of America and the current State of Georgia flag can be displayed. On game day, your favorite team flag is also permitted.

Pull down sunshades are NOT recommended for the front porch. You may request permission from the ACC to install the shade on the inside area of your porch. Shades are only to be left down during the time you are sitting on your porch and must be rolled up and not visible from the front of your home at all other times. The color should be a neutral color that coordinates with your home. Similar shades or outdoor curtains can be installed on the back patio/porch if not seen from the street.

Handrails/Porch Rails must be submitted to the ACC for approval. Currently, Academy Fence is the only approved vendor to install handrails in the community. However, if you would like to submit a request to use a different vendor, the ACC will consider it if the style, design and powder coated steel product is consistent with our community standard design.

O. Fountains and Bird Baths

Fountains and bird baths are NOT allowed in the front yard or side yard if visible from the street unless previously approved by the ACC. Fountains and bird baths which meet the following requirements may be placed in the back yard of a home, without prior approval from the ACC:

- the fountain or bird bath cannot be more than 4 feet tall (from the ground to the top of the structure);
- the fountain or bird bath must be made of concrete, metal, or similar looking material (no plastic);
- the color must be a neutral color or a color that complements the other exterior decor;
- the fountain or bird bath must be tasteful in appearance so as not to detract from the beauty of the subdivision;
- the total number of fountains or birdbaths must be reasonable in number.

P. Bird Houses

Bird houses are NOT allowed in the front yard or side yard if visible from the street unless previously approved by the ACC. Bird houses may be placed in the back yard of your home, without prior approval from the ACC if these guidelines are followed:

- the bird house cannot be more than 6 feet tall (from the ground to the top of the structure);
- the bird house must be made of quality materials including metal, wood or similar looking material;
- the color must be a neutral color or a color that complements the other exterior décor;
- the bird house/bird feeders must be tasteful in appearance so as not to detract from the beauty of the subdivision;
- the total number of bird houses must be reasonable in number.

Q. Benches/Swings/Chairs/Front Porch Furniture

Benches and swings are not allowed in front or side yards; however, one (1) metal or wooden bench may be placed on the front porch without prior approval as long as the design and color are similar and complement the color of the house. Chairs are also allowed on the front porch and should complement the color of the house. The furniture should not crowd the porch. Having two (2) chairs and one (1) small table is appropriate for most of the front porch areas. (This shall be at the discretion of the ACC)

R. Clotheslines

Clotheslines of any type are prohibited.

S. Woodpiles, Air Conditioning Units and Garbage Cans

Woodpiles and garbage cans must be screened from view from all adjacent properties and streets. Window air conditioning units are prohibited. All rubbish, trash and garbage shall be regularly removed and shall not be allowed to accumulate. There shall be no dumping of grass clippings, leaves or other debris, rubbish, trash, or garbage, petroleum products, fertilizers or other potentially hazardous or toxic substances in any drainage ditch, creek, stolid sewers or stream or any portion of the common property within the community. Garbage cans may be screened by using hedge or bush type shrubbery that conceals the garbage can from view and/or a panel fence (solid) that matches the house trim or paint color and conceals the trash can from view. Panel fences will require ACC approved prior to installation.

T. Signage

Signs required by legal proceedings are permitted. In addition, a small security monitoring sign can be placed in the front landscape bed as well as a small address plaque previously approved by the HOA and used community wide. Home For Sale signs are also allowed. All other signage shall be governed by the Declaration.

U. Maintenance

Lots must be kept clean, mowed, weeded, mulched and free of debris. Residences must be maintained, including, but not limited to, paint, roof(s), windows, trim and caulk.

Any variation from the original paint colors for the house, including the trim, doors, and windows, must be submitted to the ACC for approval.

V. Vehicles and Parking

Please refer to the Declaration for restrictions on vehicles and parking in the community.

W. Animals and Pets

Please refer to the Declaration for restrictions on animals and pets in the community.

X. Landscaping

Front yards must be sodded with Bermuda grass, with the exception of natural or undisturbed areas of a lot. Corner lots are required to be sodded on all street frontages. No seed or straw.

All beds shall be mulched with pine straw or natural shredded brown/black pine bark. Any type of rock (lava rock, river rock, or pebbles) is NOT permitted unless previously approved by the ACC.

Seasonal planting areas may be changed and planted as appropriate for the season. All beds shall remain the general size and shape of the original planting beds installed by developer or homeowner, as previously approved by the ACC. Adding new landscape beds or expanding or modifying existing beds must be approved by the ACC.

All edging material used around landscape beds and planting areas MUST be approved by the ACC. Edging is typically brick or stone pavers and must be uniform in size and appearance and complement the style and design of the house. Edging width MUST not exceed 6”.

Backyards, although less restrictive than the front yards, do require approval for all construction projects, additional landscape beds, patios, any permanent structure, planting substantial plant material like trees, large shrubs, etc.

If the original Red Maple tree planted in the front yard by the developer declines or dies, it should be replaced by a Red Maple of similar size, maturity, and species. The current species is ‘October Glory’, Red Maple. This will help maintain the aesthetical look of the community.

Artificial vegetation of any type is prohibited.

All additional landscaping added after initial construction must be approved by the ACC prior to installation.

Removal of a tree must be approved by the ACC prior to work beginning. If a tree is less than 4” in diameter at the point of 12” above the ground no ACC request is required.

Y. Roof

Any roof repair or replacement shall match the architectural style and color of the current approved roof system. The current shingles on our homes is GAF Timberline Limited Lifetime, color is Weathered Wood, as provided by Reliant Homes. Any exception will require ACC approval.

Z.

Attached “Exhibit A”



HOA/ Community Name: _____

Homeowner Name(s): _____ Date: _____

Street Address: _____ City: _____ Zip: _____

Phone #: _____ E-mail Address: _____

Proposed Start Date: _____ Proposed Completion/ Finish Date: _____

Project Type: (Select one. Please fill out a separate form for each project request.)

Review 2nd page for the required information and supporting documents to include for each project type.

- Arbor/ Awning
- Deck
- Exterior Painting
- Fence
- House Addition
- Landscape
- Landscape Lighting
- New Construction
- Patio
- Pergola
- Retaining Wall
- Roof
- Satellite Dish
- Storm Door
- Tree Removal
- Other: _____

Detailed Description of Proposed Modification:

Is this request in response to a violation letter you have received? Yes No

Is this a corner lot? Yes No

Work will be completed by: Myself/ Homeowner Contractor

Contractor Name: _____

Contractor Contact Information: _____

Ensure all of the following information is included with your request as necessary before submitting for review:

- Detailed written description of the proposed modification
- Attach supporting materials needed for the ACC Committee to make an informed decision on the proposed request. *Review the attached page to ensure that all supporting materials are needed for the type of proposed modification requested. If the application is submitted without all of the supporting documentation, it could result in automatic denial and will be returned as incomplete.*

****If requesting to install a fence, please answer the following:**

Height of proposed fence? (48" standard) _____ Fence Type? Black Aluminum Rail (standard or with puppy kit)

of gates? (One – 5' gate opening is required) _____ * (Attach Plan showing fence placement)

Homeowners are responsible for any building permits that may be required, building code compliance, survey of property lines, and arranging for required inspections and approvals. County or city approval does not constitute Association approval. The homeowner hereby grants permission to the ACC Committee of the community to enter the property and make reasonable observation and inspections associated with the modification request and completion of the project.

Homeowners bear full responsibility (including costs) for placement of any structure in relation to all easements & buffers and obtaining necessary permits. Modifications are to be constructed as approved and placed within your property lines. If final install does not comply with guidelines, relocation will be at homeowners' expense. If any structures are erected before approval, the ACC Committee may mandate removal at the homeowners' expense.

Homeowner Signature: _____

Georgia Community Management | P. O. Box 2750, Loganville, GA 30052
Phone: (770) 554-1236 | Fax: (678) 475-7715

E-Mail to: acc@gcmmgt.com (Include Address/ Lot #, Community Name, and Type of Request in Subject Line)



Each community has a certain number of days permitted for the ACC Committee to process an architectural modification. Please consult your community's governing documents for the exact number of days allotted. Do not start the modification without written Association approval. **Modifications must be installed as submitted and approved by the ACC Committee. An inspection of the improvement may be made upon completion to ensure the modification has been done to specification. Improvements made without approval may be subject penalties and fines up to and including the removal.**

It is recommended that a survey is performed to ensure that the requested improvement installed on the property is not encroaching on a neighboring property. Any encroachment issues that arise between neighboring owners will not be addressed by the HOA. The HOA ACC Board reviews the requests to ensure continuity and uniformity is being met in the community and to protect property values – not if an encroachment has occurred. Each homeowner is responsible for any encroachment issues that arise. Damage to adjoining lots or common area is the owner's responsibility.

Owner is responsible to reimburse the Association for any damage to common area caused by any reason, including drainage problems. Any improvements must be made within any written Community Association guidelines.

Suggested supporting materials to include for your modification request to ensure the request is inputted at the time of submission and help expedite the decision for the committee:

- A photo of your property as it currently stands
- A photo of your proposed modification
- A diagram or drawing of where the addition is being made in relation to your home and property lines
- All materials, colors, stains, and dimensions must be included

Required by project type:

Fences – Survey showing property lines, photograph of the fence requested, a drawing showing location of the fence in relation to the home and property lines, the drawing or details should include the height of the fence, length and gate placement, and the type and style of fence to be installed. Also submit the proposed color of the fence including the manufacturer. If you are connecting to an existing fence, you must provide written approval from the neighbor.

Landscape – Please provide the name of all plant types, number of each plant, trees by species, placement (drawing or photo), and description of proposed landscaping changes.

Exterior Painting – Provide paint manufacturer, type, color including number/ swatch samples and specify locations to be painted in relation to home and which color will be applied to each. Examples: Body, Trim, Shutters, Front/ Back Door, etc...

Roof – Provide the manufacturer type, color, style and notate if it will be different than the style and color originally installed. Please provide a photo of the actual shingle or a web link for review.

Structural Addition/ Modification – Provide a detailed description of the addition/ modification requested, survey of property, drawing/ plans showing the dimensions of the request which also includes a before and after look of the project. (Also include all items listed under the fence, landscape, painting, and roof categories if any of these items will be included in the requested project)

Tree Removal – Provide a photo showing the tree(s) and the actual location(s) and include whether there are plans to re-locate the tree, replace it, or remove it permanently.

Any other projects not listed above – Provide a detailed written description of the project. Also include materials that will be used, drawings, photos, and any other helpful information to be reviewed with the request. Providing as much documentation in advance will help in preventing an automatic denial or delay upon submission.