

Architectural and Design Standards Manual



Peppermill Subdivision
January 2022

Table of Contents

FOREWORD.....	2
SECTION ONE: SITE PLAN STANDARDS	3
A. EASEMENTS	3
B. BUILDING SETBACK GUIDELINES	3
C. POOLS, DECKS AND ENCLOSURES.....	3
D. WALLS AND FENCES.....	3
E. GARBAGE AND TRASH CONTAINERS.....	4
F. DRAINAGE.....	5
G. MAILBOXES	5
H. BASKETBALL GOALS.....	5
I. FLAGS.....	6
J. PLAY EQUIPMENT	6
K. REFLECTORS.....	6
L. ANTENNAS AND MINI DISHES.....	6
M. MECHANICAL AND POOL EQUIPMENT	7
N. OUTBUILDINGS AND ACCESSORY STRUCTURES.....	7
O. DRIVEWAYS, CURB CUTS, WALKWAYS.....	7
P. INVISIBLE FENCING.....	7
Q. HOLIDAY DECORATIONS.....	7
SECTION TWO: ARCHITECTURAL STANDARDS	8
A. GENERAL	8
B. FLOOR PLAN	8
C. ELEVATIONS AND FACADES	8
D. ROOFS.....	8
E. FINISH MATERIALS AND COMPONENTS.....	9
F. COLORS.....	9
SECTION THREE: LANDSCAPE STANDARDS.....	10
A. GENERAL	10
B. GRADING AND DRAINAGE.....	10
C. PLANTING.....	10
D. IRRIGATION SYSTEMS.....	10
E. EXTERIOR LANDSCAPE LIGHTING.....	11
APPLICATION TO THE ARCHITECTURAL CONTROL COMMITTEE.....	12

Foreword

Article VII of the Amended and Restated Declaration of Covenants and Restrictions for Peppermill Subdivision provides for the establishment of the Architectural Control Committee (ACC) with full authority over any matter concerning the exterior appearance of all lots. All plans and specifications are required to be reviewed and approved by the ACC. The application may be found at the end of this document. This Architectural and Design Standards Manual (ADSM) contains guidelines for the development of all such plans and specifications. This ADSM may be amended at any time by the ACC pursuant to the terms and conditions in the Declaration. All owners and/or their consultants should review the ADSM and consult with the ACC before submitting a Design Review Application.

The purposes and objectives of the Design Standards Manual include the following:

- To protect and conserve Peppermill Subdivision as a first-class single family residential community in Northern Georgia
- To establish a uniform design vocabulary with high aesthetic standards
- To encourage the best design and construction standards possible
- To create and preserve a unique, pleasant, and harmonious physical environment that will enhance a quality residential appearance
- To promote functional plans with a sensitive response to settings and surrounding structures
- To promote the use of quality landscaping material and design

SECTION ONE: SITE PLAN STANDARDS

A. EASEMENTS

1. Each lot is served with underground utilities. The location of these utilities within the (a) right-of-way and on-site should be confirmed in the field.
2. All utility company pull boxes, transformers, etc., have been set within the easement or (b) right-of-way. Future grading around these structures shall ensure proper drainage. (c) Planting shall be done in a manner which reduces the visual impact of these structures.

B. BUILDING SETBACK GUIDELINES

1. See declaration VII.5.
2. Roofed or trellised structures shall recognize building setbacks. Planters, privacy walls or fences, and solariums must be approved by the ACC.
3. Accessory buildings and landscape structures shall be located within the main building setbacks unless otherwise approved by the ACC.
4. Mechanical equipment may not extend into side yard setbacks unless prior approval of the ACC has been obtained.

C. POOLS, DECKS, AND ENCLOSURES

1. Pools shall not be constructed in front or side yards.
2. Pool, outdoor shower and spa areas as well as barbeque areas shall be designed to provide for the privacy of the homeowners and neighbors.
3. The pool must be enclosed by a fence or wall and conform to safety standards as required by Governmental laws.

D. WALLS AND FENCES

1. No fences or walls shall be erected on residential property unless approved in writing by the ACC. Refer to the Declaration of Covenants VII.18.
2. Acceptable fence materials are wood, brick, stucco, wrought iron, stone and other metals such as aluminum and coated steel as approved by the ACC. No chain link or wire will be allowed.
3. No fencing or wall of any kind shall be approved unless privacy, safety, or concealment of service areas cannot be achieved by any other means.
4. All walls and fencing visible to public streets must be landscaped with mature plant material. The landscaping plan must be submitted as part of the Design Review Application.
5. Fence setback from the street must be no less than eighty (80) feet from the front property line unless placement interferes with a pool enclosure. In this case, no closer than five (5) feet forward of the pool enclosure to house attach point. Corner lot setback must be no less than twenty-five (25) feet from the side property line and must be landscaped with mature plant material.
6. Fencing must be immediately adjacent to the entire rear property line. Side property fencing must likewise be immediately adjacent to the side property line. No free standing, unattached walls or fences of any kind will be allowed. A survey shall be used to locate fences along property lines.

7. Fence height shall not be less than four (4) or more than six (6) feet above finished grade.
8. Masonry materials (brick or stone) or stucco, if used in a fence or wall, must be the same type and color as the residence, unless approved in writing by the ACC.

FENCING MAINTENANCE REQUIREMENTS

Prior to the publication of this Design Standards Manual, fences of types other than the above were allowed. These fences were approved in a new condition and must be maintained in a condition similar to installation. Homeowners are required to maintain their fences in a condition free of defects, rot, mildew, and unsightly stains.

E. GARBAGE AND WASTE CONTAINERS

1. All garbage and trash containers (standard types approved for trash), and properly contained yard refuse shall be kept within enclosures approved by the ACC or behind solid walls that are part of the dwelling. All containers and enclosures must be designed and maintained to prevent animal access. All containers and yard refuse may only be set out on the day of pickup. The containers shall be put back in the storage areas on the same day. In no event, should any of the containers in their storage areas be visible from neighboring property, public or private. (Declaration, VII.15)
2. For the health and safety of our residents, homeowners shall apply to the ACC for the use of temporary residential dumpsters and portable toilets even when their use is for renovations which do not require ACC approval. Dumpsters shall be no larger than 20 yards, and their use shall comply with county ordinances provided below. Soft-sided “Bagsters” are not permitted. Portable toilets shall be positioned in as discrete a location as possible.

The following information is provided for informational purposes only. Projects requiring a building permit are subject to the requirements of county building permits. Please check with Cobb County for any recent updates to applicable ordinances.

Part I. OFFICIAL CODE OF COBB COUNTY, GEORGIA

Chapter 134. ZONING

Article V. SUPPLEMENTAL REGULATIONS

§ 134-288. Temporary residential dumpsters.

- (1) Only one temporary residential dumpster unit may be placed on a residential property.
- (2) A temporary residential dumpster unit shall only be placed on a hardened surface and shall be located at the furthest point away from the street.
- (3) A temporary residential dumpster unit or similar enclosure is limited to 30 days on a property during any 365-day period beginning on the date of the placement of the unit.
- (4) In no event shall a temporary residential dumpster or similar enclosure be placed in a public street or on the right-of-way.
- (5) In no event shall a temporary residential dumpster or similar enclosure pose an obstruction for public safety.
- (6) In cases where there is an active building permit to significantly perform a major remodel to an existing home or to construct a new home the temporary residential dumpster unit or similar enclosure may be placed on the property as long as there is an active building permit and work is progressing to the satisfaction of the building official. Only debris from the permitted construction activity is permitted in a temporary residential dumpster. In no

event will the temporary residential dumpster unit be allowed to remain on a property for over 180 days. At the time of issuance of a certificate of occupancy or letter of completion the removal of the temporary residential dumpster unit will be required within five days after the issuance date. If no driveway with a hardened surface exists on the property where a new home is being constructed, a gravel pad shall be provided for placement of the temporary residential dumpster to prevent erosion on the site.

F. DRAINAGE

All storm water from any lot must drain onto or into adjacent street right-of-way, easements, or retention areas. Storm water from any lot shall not be allowed to drain or flow onto any adjacent lot unless an easement exists in accordance with governmental permits. All work done on any lot affecting grade, original drainage plan, flow of surface water drainage, the alteration or removal of any environmental berm or swale or storm berm or swale, must be in accordance with the site drainage and grading plans approved by the county. No owner shall be permitted to alter the grade of any lot to change the direction of, obstruct, or retard the flow of surface water drainage.

G. MAILBOXES

1. The only approved mailbox system for Peppermill Subdivision is "Custom Charleston" Mailbox System from Addresses of Distinction (www.addressesofdistinction.com). This consists of:
 - a.) 2.5" post
 - b.) Charleston bracket and base
 - c.) the LARGE mailbox
 - d.) Address Number Plate 4
 - e.) 2" Williamsburg brass numbers (two sets) for display on both sides of the Address Plate
2. Homeowners can order any or all parts of the system by calling Addresses of Distinction, 770-436-6198, and referencing ticket # 87895. Addresses of Distinction will also install the system for a fee.
3. No other items are to be permanently displayed on the mailbox.
4. No reflectors of any kind are to be attached to any part of the mailbox.

H. BASKETBALL GOALS

1. The erection of one basketball goal is permitted on each lot.
2. The goal cannot be mounted to the house in any way.
3. A single support or pole must be of rust resistant material and be BLACK in color.
4. The backboard must be of fiberglass or similar rust and decay proof material.
5. Backboard dimensions must not exceed 36 inches by 48 inches.
6. Placement of the goal must be within the building setback limits.

I. FLAGS

When a homeowner displays a flag or banner (hereinafter referred to as flags), it must be done in a manner consistent with the architectural objectives of Peppermill Subdivision. The homeowner must comply with the following:

- a. The flag cannot exceed the dimensions of 3 feet by 5 feet.
- b. Only one flag can be displayed.
- c. The flagpole holder must be mounted to the house itself and must be finished to match.
- d. The flag cannot be displayed higher than 10 feet above finished grade.
- e. Flagpole or holder cannot be longer than 6 feet.
- f. At no time may the flag be displayed away from the building structure of the home.
- g. Free standing flagpoles of any type are not permitted.
- h. All flags are subject to the approval of the ACC, except the current flag of the United States of America.

J. PLAY EQUIPMENT

Peppermill Subdivision is a family community; therefore, installation of play equipment such as swing sets, climbing equipment, jungle gyms, etc. by homeowners is permitted. The homeowner must consider the impact any equipment will have on aesthetic and architectural standards of our community. If the proposed installation is in the property setback, the ACC will ask the neighbor adjoining the setback to consent to the installation. However, if the neighbor does not consent to the installation in the setback, the ACC may still consider the application for approval, based on all the circumstances presented. Approval for playground equipment installation will be for a maximum of three (3) years or until the requesting owner moves, whichever is shorter. The owner may reapply at the end of the three (3) year period. All play equipment must meet the following standards:

- a. All installation of play equipment will require ACC approval.
- b. Height of the equipment shall not exceed twelve (12) feet.
- c. Play equipment must be located entirely within the building setback lines unless approved by the ACC as described above.
- d. All play equipment must be located at the rear of the house and not visible from the street.
- e. The play equipment shall be located such that it will have minimal visual impact on adjacent properties.
- f. Landscape screening may be required.
- g. A tree house of any kind is prohibited.

K. REFLECTORS

No reflectors of any kind are to be mounted, attached, or displayed on Residential Property.

L. ANTENNAS AND MINI DISHES

Depending on the location of the installed mini dish, all homeowners are expected to make a reasonable effort to minimize the visual impact on the public views of equipment, such as use of mature landscaping screening. Declaration VII.21

M. MECHANICAL AND POOL EQUIPMENT

All pool equipment, tanks used for propane, water, or chemicals, or any other type of mechanical equipment must be completely hidden from street views as well as the views of neighboring property. All plans for screening equipment must receive the prior approval of the ACC.

N. OUTBUILDINGS AND ACCESSORY STRUCTURES

All outbuildings or accessory structures must be located within the building setback lines established for the main residential dwelling. Any structure must be equal design and material quality as the main dwelling. Absolutely no prefabricated structures will be allowed. All plans for outbuildings or accessory structures must be preapproved in writing by the ACC. (Declaration VII.22)

O. DRIVEWAYS, CURB CUTS, WALKWAYS

The location size and approach angle of all driveways are subject to the approval of the ACC. Any materials or finishes for walkways and driveways other than standard broom finish concrete, such as pavers or stamped patterns, must receive prior approval. No painted or acrylic finishes will be allowed.

P. INVISIBLE FENCING

Invisible fencing (in-ground electric fence) for pets is allowed. Generally, requests for invisible fencing will be approved subject to the ACC approval of the proposed fence location prior to installation. All controller boxes and other equipment shall be hidden from view. The invisible fence must be located between the residence and the street and 5 feet from the property line where possible.

Q. HOLIDAY DECORATIONS

- a. Holiday decorations shall be displayed no earlier than 30 days before the holiday and removed no later than 10 days after the holiday.
- b. Holiday decorations shall not overwhelm the property or be such that they become an attraction and visited by non-residents.
- c. Holiday lighting shall not disturb other residents.

SECTION TWO: ARCHITECTURAL STANDARDS

A. GENERAL

Peppermill Subdivision is a community of custom homes, each of which possesses unique, individual design elements. Each design is reviewed by the ACC on its own merits. Any approval that may be interpreted as a deviation from these Design Standards, will not be considered a precedent for any future designs. All design plans must conform and comply with all government, building, and zoning regulations.

B. FLOOR PLAN

1. The minimum square footage of heated and cooled living area is 2,500 square feet per dwelling.
2. Access to the main entry should be emphasized.
3. Ceiling heights should be a minimum of 9'-0" for first floor flat ceilings and 8'-0" for the second floor. If the ceiling is sloped, the average height shall comply with the foregoing minimum.
4. All residential dwellings shall include an attached garage. Garages must accommodate a minimum of two cars, but not more than four. All garage doors must be electrically operated. No garage shall be converted to another use without the substitution of another garage meeting all the requirements of the ACC and the Declaration.

C. ELEVATIONS AND FACADES

1. The façade and elevation plan of each home in Peppermill Subdivision should incorporate distinct quality design elements that create architectural interest while adhering to high aesthetic standards. Individual elements should blend into a unified design of elegant, quality residential appearance that is harmonious with the surroundings.
2. Variety in massing of building sections is encouraged in order to break long expanses of flat wall. Varied roof lines which give interest and animation are desirable.
3. No dwelling shall exceed 35 feet in height, except as permitted by the ACC.
4. No dwelling shall consist of more than two (2) full stories unless otherwise permitted by the ACC.
5. Acceptable wall finish materials include stucco, brick, natural stone, created stone, or materials otherwise approved by the ACC. No exposed concrete or concrete block is allowed.

D. ROOFS

1. The roofs of all dwellings shall be pitched. The pitch of all roofs shall be a minimum of 6:12. Mansard, gambrel, and flat roofs are not allowed. Roofs over verandas, porches, breezeways, etc. will be considered at a lower pitch as long as they are not over 20% of the total roof area.
2. Metal flashing, gutters, downspouts and other exposed sheet metal may not be unfinished metal, except copper. Gutters must be properly integrated into the roof design and finished in a color to match the dwelling.
3. Acceptable materials for roof finishes are: 30-year architectural shingles, clay tile, cement tile, standing seam copper, slate, or other materials approved by the ACC. All roof colors must be

approved by the ACC. No pure white, pure black, or primary colored roofs will be permitted. (Declaration VII.10)

4. Chimneys shall be designed to coordinate with the general theme of the residence. No exposed prefab metal chimneys or ventilator caps shall be approved.
5. Solar collectors and skylights must receive approval of the ACC. Solar collectors cannot be mounted on the front of any elevation. Solar collectors must be flat in design and black in color. No other roof mounted equipment will be allowed.

E. FINISH MATERIALS AND COMPONENTS

1. EXTERIOR FINISH: The most important objective for the selection of materials is longevity. The long-term maintenance requirements should be considered. Materials used should give the appearance of permanence and enhance the refinement and gracious elegance of the architecture. Only high quality materials are allowed at Peppermill Subdivision. All exterior finish and ornamental accent materials must be preapproved. Recommended exterior finish materials include: stucco, natural and artificial stone, wood, tile, cast or wrought iron grates, grilles, ornaments, etc., and others as approved by the ACC.
2. DOORS: All exterior doors must be made of insulated metal or exterior grade wood. The front entry door should accent the gracious elegance of the total design. Transoms and distinctive door styles are encouraged for the front entry. The door itself must have a minimum height of 6' 8".
3. WINDOWS should add interest to the total design. No silver or raw metal finishes will be permitted. Metal windows must be anodized or have factory applied color. All window framework color visible on the exterior is subject to ACC approval.
4. GLAZING: No reflective, foil covered, or mirrored glass is allowed in the exterior facades. Tinting of windows is subject to ACC approval which takes into account the degree of tint and aesthetics involved.
5. SHUTTERS: Operable shutters are permitted as protection to windows when appropriate to the dwelling design. Fixed ornamental shutters of wood, vinyl, composite, or other approved materials are allowed when pre-approved and complimentary to the total design.
6. CANVAS AWNINGS: No canvas awnings of any kind will be allowed if visible from the street.
7. EXTERIOR LIGHTING: All exterior illumination should be designed and installed to avoid glare, either direct or indirect, visible from the streets or other residential property. Decorative light fixtures must be of high quality and in conformance with the architecture of the home. No colored bulbs are allowed.
8. UNFINISHED SURFACES: No unpainted stucco finishes, primer only surfaces, bare wood trims, or bare metal finishes (except copper) are allowed.

F. COLORS

1. Color is essential to the finished appearance of any home. It is the element that enhances, compliments, and brings to life the architectural expression.
2. The use of bright, saturated colors, glossy finishes and colors that deviate from the visual continuity of Peppermill Subdivision are prohibited. Additionally, color choices perceived to be identical to existing adjacent homes will not be approved. Dark colors are permitted for shutters,

- doors, millwork, accents, etc.; however, not for the main body of the dwelling.
3. Roof color should enhance the overall appearance. Roof colors not permitted are solid black, white, red, and other primary colors or other deviations.
 4. All color selections whether initial or subsequent are subject to the approval of the ACC.

SECTION THREE: LANDSCAPE STANDARDS

A. GENERAL

The quality of landscaping design and materials directly affects the atmosphere and property values of Peppermill Subdivision. Plantings on each lot must work within or have a relationship with the overall appearance of the community landscaping in order to achieve continuity. Plantings chosen must be able to stand up to the rigors of the Northern Georgia climate, with its cold winters and hot summers. Care should be taken to select varieties intended for important foundation and privacy plantings that do not drop leaves seasonally or die back during freezes. Use of a professional landscaping company is strongly recommended. Boundaries between lots should be designed with soft profiles which flow together and avoid abrupt edges.

B. GRADING AND DRAINAGE

1. Manipulation of the ground surface within the individual lots must consider overall impact of berming within the site and as it meets the adjacent land functionally and aesthetically.
2. The intent of carefully continued drainage of private lots is to keep the str as dry as possible and to put as much water back into the ground water system as possible. It is also a safeguard against interior lot flooding during five, ten, and fifty year storms. Any berming concept being developed within the individual lot must consider its connection to the mounding and swale patterns already established on the adjacent lots.
3. Lots must drain by positive flow as much as possible within the overall grading and drainage plan.
4. All water generated on any lot shall not flow onto adjacent lots or unapproved locations. All berms and/or swales shall be designed as gently rolling, free form ground sculpture.
5. All topographical change must occur within the lot property boundaries and meet adjacent land at grade.

C. PLANTING

Any dead or severely damaged trees, shrubs, ground cover, etc. must be removed and replaced with appropriate size and type plantings within 30 days. The intent of landscape development on each lot is to enhance the community and establish a natural, flowing character to the landscape. The planting scheme should have a mature effect as possible at installation and employ a variety of plant types in order to build a transition.

D. IRRIGATION SYSTEMS

The plans and specifications for each irrigation system shall be approved by the ACC. The irrigation system shall be designed so it blends into the landscape when not in operation. Pop-ups shall be

used where practical, and all risers shall be staked. Risers should blend into the landscape. All valves shall be buried and located in planting beds sufficient to hide them. All control boxes shall be located inside garages or otherwise out of public views.

E. EXTERIOR LANDSCAPE LIGHTING

Exterior landscape lighting can enhance the architectural and landscape elements when correctly designed as well as provide a safer environment. All exterior lighting fixtures and landscape illumination plans must be approved in advance by the ACC. All security lighting must be approved by the ACC. All above-grade fixtures for the illumination of trees and plantings shall be concealed as much as possible in the shrub beds to prevent daytime visibility. Such fixtures will not be allowed in grass areas visible from the street or adjacent properties. All fixtures shall be installed and shielded to prevent glare onto neighboring properties. When below-grade fixtures are used to up-light trees, the non-glare standards also apply. No colored lamps are allowed. No exterior lighting of any kind is allowed adjacent to a driveway. Lighting adjacent to a walkway is allowed. Maximum height for walk lights is 12 inches, and below grade junction box hardware must be used to minimize daytime visibility.

Field testing of all fixture locations at night prior to installation is recommended. This will help avoid excessive light spillage on unintended areas such as garage doors, bare wall expanses, driveways, etc. Pre-testing will determine the best locations to allow for a quality lighting effect that enhances rather than overpowers the night landscape.

PEPPERMILL ACC APPLICATION

The Peppermill HOA Covenants state that certain exterior modifications to one's Property require approval from the Architectural Control Committee (ACC). According to the Peppermill COVENANTS, ARTICLE VII, ACC approval is intended:

"To assure a community of congenial Owners and thus protect the value of the Lots..."

Refer to the Architectural and Design Standards Manual and Implementation Guidelines Addendum, and the HOA Covenants, as well as the current ACC Chairperson, to determine if your project requires ACC approval prior to implementation. All these resources are available at the PeppermillHOA.com website.

PLEASE COMPLETE THIS FORM AND SUBMIT TO THE ACC CHAIRPERSON. Allow 15 days from the date of submission for final approval.

PROPERTY OWNER: _____

PROPERTY ADDRESS: _____

PREFERRED PHONE: _____ EMAIL: _____

DESCRIPTION OF IMPROVEMENTS: Description must contain details such as colors, location, and materials list. If the roof is involved, include how proposed roofline intersects existing roof/structure. For fences, include color, style, height.

DUMPSTER TO BE USED? (Y / N) # DAYS? _____ SIZE? _____ PORTABLE TOILET? (Y / N)

Refer to ADSM Section One, E., 2. for ACC guidelines and County Ordinance regulating the use of dumpsters.

BUILDING PERMIT TO BE OBTAINED BUILDING PERMIT NOT REQUIRED (Check one)

SITE PLAN: Where applicable, include a copy of lot survey or attach a sketch showing lot property lines, location of existing house, and highlight where improvement will be placed. If you have architectural site plans, attach to this application.

ELEVATION SKETCH: If a front porch is involved, include a detailed front elevation sketch to show how rooflines come together.

PLEASE SUBMIT 2 COPIES OF SITE PLAN AND/OR ELEVATION SKETCH (unless submitting digitally).

I hereby submit to the Architectural Control Committee for consideration and agree to obtain necessary building permits and adhere to building setbacks as specified by state or local rules and regulations.

DATE: _____ SIGNATURE: _____
(MUST BE PROPERTY OWNER)

THIS SECTION TO BE COMPLETED BY ACC:	APPROVED _____	DENIED _____	DATE _____
Comments:	_____		
Signatures:	_____		