



**Creekside at Richmond Hill Plantation
Architectural and Maintenance Standards
*FEB 01, 2020***

Approved 09 SEP 2019

PREAMBLE

It is the policy of The Creekside at Richmond Hill Plantation Property Owners Association, Inc. (the "Association") to comply with applicable provisions of the Federal Fair Housing Act and Georgia Fair Housing Law as well as the Americans with Disabilities Act in considering applications and requests for exterior alterations and improvements to lots within Creekside at Richmond Hill Plantation. The date of adoption and effective date of these updated standards is February 01, 2020.

INTRODUCTION

Creekside at Richmond Hill Plantation is a community subject to recorded covenants and restrictions administered by an incorporated association. The property within Creekside at Richmond Hill Plantation was made subject to these covenants and restrictions for the stated purpose of enhancing property values, amenities and opportunities that contribute to the personal health, welfare and safety of residents. All residents benefit from the planning and design that have been an important part of the development and character of the Creekside at Richmond Hill Plantation community. In an effort to carry on this tradition of excellence, these Creekside at Richmond Hill Plantation Architectural and Maintenance Standards (the "Standards") have been developed and implemented. The purpose of design control is to assure residents that the standards of design quality will be maintained. Design controls also help to minimize the effects of dense living. These standards, in turn, help protect property values and enhance the overall environment of the community.

These standards are designed to address exterior improvements and alterations made by Creekside at Plantation Hill property owners. Interior alterations are outside the scope of the Standards except when such interior alterations affect the exterior appearance of a property (for example, window muntins).

The authority for the adoption of rules and standards for architectural control by the Board of Directors of the Association is found in Article IV of the Declaration of Covenants, Conditions, and Restrictions for Creekside at Richmond Hills Plantation (the "Declaration"). Authority for maintenance standards is found in Article IX the Declaration.

KEY PERSONNEL

BOARD OF DIRECTORS (the “Board”) means and refers to the director elected by the members of the Association having all powers for the conduct of affairs of the Association that are enabled by law or the founding documents that are not specifically reserved to members.

COMMUNITY MANAGER means and refers to the chief staff member of the Association or the authorized property management firm representative, who has day-to-day management responsibility for the Association.

ARCHITECTURAL REVIEW COMMITTEE (ARC) means the committee appointed by the Board pursuant to Section 4.3(b) of the Declaration. The ARC has the responsibility to enforce the Standards in such a manner so as to preserve and enhance values. The ARC is also tasked to ensure a harmonious relationship among structures and the natural vegetation and topography.

ARCHITECTURAL REVIEW COMMITTEE (ARC) ADMINISTRATOR means and refers to a member of the staff of the Association whose primary duty shall be to assist the ARC in any and all matters.

PURPOSE AND OBJECTIVE

The overall purpose of this document is to serve as a guide to ARC members and homeowners in maintaining and enhancing Creekside at Richmond Hill Plantation's carefully designed environment. These Standards address the most likely expected exterior alterations, and are not intended to be all inclusive.

Specific objectives of these Standards are:

- To provide the ARC uniform guidelines for reviewing applications.
- To recognize the unique character and architectural needs of the properties that comprise Creekside at Richmond Hill Plantation. Different builders, materials, architectural styles, and the varying lot size configuration and topography as well as the variety of housing products have created design challenges. Where possible, the Standards address these challenges.
- To aid homeowners in the preparation of an Exterior Alteration Application.
- To elaborate upon and refine the architectural standards established in the Declaration of Covenants, Conditions and Restrictions.
- To establish a clearly defined approach for approval of exterior alterations.

It is the responsibility of the homeowner to ensure that any and all modifications are in compliance with all local, state and federal statutes and regulations. This document is not intended to amend or replace Bryan County ordinances, or the laws and regulations of the State of Georgia or the federal government with respect to building, zoning, occupancy, housing or other areas within governmental jurisdiction.

GENERAL STANDARDS

The Association has designated certain exterior alterations as “**AUTHORIZED ALTERATIONS**” to expedite the approval process. Although homeowners must comply fully with the Standards when implementing these alterations, no *Exterior Alteration Application* is required.



AUTHORIZED ALTERATION shall mean and refer to those exterior alterations that conform to the criteria as stated in the various sections of this document. These alterations are deemed to have “prior written approval” of the ARC as required by the governing documents of Creekside at Richmond Hill Plantation. If upon routine inspection the alteration is deemed to be non-compliant, the homeowner will be notified and required to submit for approval an Exterior Alteration Application. Alterations not designated herein, as “Authorized Alterations” and alterations not specifically addressed in the Standards are designated as “Application required.”



APPLICATION REQUIRED shall mean and refer to those exterior alterations that require the homeowner to submit an *Exterior Alteration Application* and obtain ARC approval prior to commencement of work. The following considerations apply:

- Modifications may require Bryan County and other local jurisdiction review and permit. It is the homeowners’ responsibility to obtain all required Bryan County and other local permits and approvals. Bryan County and other local authorities should be contacted prior to beginning any work in order to identify procedures that must be followed and to obtain required permits. County and/or other local approval does not preclude the need for compliance with these Standards and ARC approval.
- Property owners must contact city prior to beginning any groundwork or digging on any property within the community. Communication is verify location of underground utilities.
- Homeowners must ensure that any proposed exterior alterations will not adversely affect the existing drainage pattern on the property or adjacent properties.
- Property owners must ensure that proper exterior alterations will not extend beyond the homeowner’s property line. This applies to all adjacent properties, including Association Common Area and conservation easements.
- Proposed alterations must be completed within 120 days of receipt of application approval. An *Exterior Alteration Application* must be submitted to request an extension of the completion date.
- Any Exterior alterations to the property must conform to the Standards adopted on 01 Feb 2020 Exterior alterations previously approved by the ARB are acceptable until replacement.
- Upon Sell of property Owners must ensure that Property is in accordance with these standards before clearing account with property manager. Any property found not to meet these standards can be found liable for the cost of an alteration to bring property back in to approved standards. Property will be inspected for prior to closing of HOA by Property manager or designee.

APPLICATION SUBMISSION PROCESS

A. Owner of Property will fill out *Exterior Alteration Application* form that contains the following (as applicable):

1. Complete name and address of the homeowner.
2. Property address, lot number and section number.
3. Phone number(s) of the property owner (daytime and evening).
4. Written description of the proposed alteration to include information about color, style, location, sizes and materials to be used.
5. Sketches, scale drawings, photos, catalog illustrations, architectural plans as necessary to completely describe the proposed alteration.
6. For paint color changes, a name of the color and a sample color palette from the manufacturer. In some cases, a larger sample (12" square) of each proposed color may be required to aid in the approval process.
7. A copy of the plat for the lot indicating the proposed location of the alteration.
8. Estimated start and completion dates of the project.
9. Signature of any separate/ distinct/ individual lot owners who are affected by the proposed alteration or whose property is adjacent. In the event there are no affected or adjacent property owners, the signature of other residents may not be provided. *Signatures are acknowledgement only and not considered approval or concurrence.*

10. Signature of all owners of the lot for which the application is being submitted.

11. Consideration will be given to the size, proportion, and scale of the proposed alteration. Detailed information must be provided to include: height, width, and length of proposed alteration, size of area where alteration will be located, and dimensions of house and lot. The applicant must also indicate the proportional dimensions of the proposed alteration as it relates to the original design of the structure and/or property. **SCALE DRAWINGS, WHEN USED TO FULFILL THIS REQUIREMENT, SHOULD USE NO LESS THAN ¼ INCH EQUALS 1 FOOT FOR THE PROPOSED ALTERATION.**

- B. Owner of Property** must submit the *Exterior Alteration Application* electronically to the Association's property management office and the Association to CreeksideHOA10@gmail.com.
- C. The Architecture Review Committee Administrator or staff designee** will verify that application is complete within 5 business days of receiving the application. If application is complete, the application will be forwarded to the ARC. If application is not complete, the application will be returned to owner for completion and resubmission.
- D. A completed ARC application** will be submitted to the Architectural Review Board, who has 45 days to approve/disapprove the application or request additional information from the owner regarding the application. Once approved/disapproved, owner will be notified in writing of ARC decision.
- E. If the application is not approved**, the owner may appeal the ARC's decision to the Board (see "Appeal Process" contained in the Maintenance Standards below).

ARCHITECTURAL STANDARDS

AIR CONDITIONERS – WINDOW UNITS



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of window or wall mounted air conditioning units. Air conditioning units must be mounted so that the unit does not protrude from the exterior wall or window of the structure.

ANTENNA & SATELLITE DISH



AUTHORIZED ALTERATION. An Antenna/Satellite Dish includes any device used for the reception of VIDEO programming services, including direct broadcast satellite (DBS) and broadcast television. It is incumbent on the homeowner to install an antenna or satellite dish in accordance with all FCC regulations. Mast, if needed, should not exceed 12 feet in height and dish should not exceed one meter in diameter. Antenna must be installed wholly on the owner's property. No encroachment is permitted on adjacent properties or Common Area. Consideration should be given to minimize the visual impact of the antenna or satellite dish to the house, the neighborhood and the community.

Creekside Single Family Townhomes

Attaching or installing any Antenna/Satellite Dish to include any device used for the reception of VIDEO programming services, including direct broadcast satellite (DBS) and broadcast television is prohibited from being attached to the townhome structure or roof. Townhome owners can be cited for damages of any alteration to the external walls and roof of the townhome.

ATTIC & GABLE VENTILATORS



AUTHORIZED ALTERATION. Installation or replacement of attic/gable ventilator that conforms to the following criteria is *Approved*.

Creekside Single Family Homes

1. Attic ventilator shall be as small in size as functionally possible.
2. Attic ventilator shall be painted to match the roof.
3. Attic ventilator shall be located on the rear side of the roof and must not extend above the ridgeline.
4. Gable vents shall be painted to match the color of the house or trim.

Creekside Single Family Townhomes

-
1. Attic & Gables ventilators are maintained by the Association.

BARBEQUES

See Grills, Permanent Section.

BEEKEEPING

Beekeeping is **Prohibited** within the Creekside Community.

BIRDBATHS



AUTHORIZED ALTERATION. Birdbaths that conform to the following criteria are *Approved* for all properties.

1. Birdbath does not exceed 3 feet in height or have a diameter greater than 2 feet.
2. A maximum of two (2) birdbaths is permitted. If more than two birdbaths are desired, submission of an *Exterior Alteration Application* is required.

CARPET

Indoor / Outdoor & Artificial Grass

The installation and use of indoor/outdoor carpet or artificial grass on the exterior of a property, including but not limited to porches, patios and decks, is **Prohibited**.

CHIMNEYS & METAL FLUES



APPLICATION FOR APPROVAL REQUIRED. Property Owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of chimneys and metal flues. The following guidelines apply to the installation of chimneys and metal flues for all property types:

1. Chimneys installed after the initial construction of a dwelling shall be masonry or enclosed in the same material as the exterior of the dwelling.
2. Large metal flues and chimney caps shall be painted, and any vent through the roof must be painted to match roof color. (**Exception: should be rust resistant for all Properties**).
3. All fasteners shall be galvanized.

CLOTHESLINES

Creekside Single Family Homes and Creekside Single Family Townhomes



AUTHORIZED ALTERATION. Clotheslines that conform to the following criteria are *Approved*:

1. Only portable clotheslines are permitted and must be located in the rear yard.
2. Clotheslines shall be removed when not in use.

COMPOST BIN

Creekside Single Family Homes



AUTHORIZED ALTERATION. Structural frame of the compost bin shall be constructed of wood or man-made materials, including but not limited to recycled plastic lumber and PVC. Consideration will be given to compost bins made from man-made materials, in earth tones of green, gray, brown, tan, colors that are consistent with surrounding area or with the approved color scheme of the existing house, deck and/or fence. Frames made from man-made materials shall be of a color to approximate natural wood.

1. Compost bin must be located in the rear yard and a minimum of three (3) feet from the property lines.
2. Compost bin must not exceed four (4) feet in height and have a footprint (length x width) of not to exceed (16) square feet.
3. Compost bin must be screened on sides facing adjacent properties.
4. Compost bin must hold yard waste only. No household or food waste is permitted.
5. One compost bin is permitted per lot.
6. The compost and bin must not produce an odor noticeable from adjacent properties.

Creekside Single Family Townhomes – All

Installation of compost bins is **Prohibited** on all townhomes.

**** **MUST BE CONSIDERED AT AN ARC MEETING** ****



APPLICATION FOR APPROVAL REQUIRED Major alterations are generally considered to be those that substantially alter the existing structure either by subtraction or addition to existing structures. Major building alterations include, but are not limited to, construction of driveways, garages, porches, greenhouses, rooms, gazebos, fireplaces, chimneys or other additions to a home, etc. For any major alterations, property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to commencement of work. The following guidelines apply to all major exterior alterations (Creekside Single Family Homes or Creekside Single Family Townhomes – All).

1. The design of major alterations will be compatible in scale, materials and color with the applicant's house and adjacent houses.
2. The location of major alterations shall not impair views, inhibit or reduce sunlight and natural ventilation on adjacent properties.
3. Pitched roofs shall match the slope of the roof on the applicant's house.
4. New windows and doors shall match the type used in the applicant's house and shall be located in a manner that relates to the exterior openings in the existing structure.
5. If changes in grade or other conditions that will affect drainage are anticipated, they must be indicated.
6. Construction materials shall be properly stored so that safe conditions are maintained on the lot and that view of the materials from neighboring properties is minimized.

-
7. Excess construction material must be removed immediately upon completion of work.

DECKS & PATIOS

Elevated Decks



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to the construction of an elevated deck. An elevated deck is defined as a deck whose finished horizontal level surface rises 12" (inches) or more above grade at any point.

Creekside Single Family Homes

1. All elevated decks shall be attached to the house.
2. Decking shall be constructed of wood or man-made materials, including but not limited to recycled plastic lumber and PVC. Decking structure made from man-made materials will be considered provided that the color approximates natural wood.
3. Rust-resistant hardware shall be used in the construction of an elevated deck.
4. Restrictions on decking color shall be in accordance with the STAIN section of this document.
5. The construction of any elevated deck may result in changes in grade or other conditions that may affect drainage. Drainage changes will be managed within the property so as not to adversely affect adjacent properties or Common Area. The property owner requesting the elevated deck will be required to warrant that no adverse drainage conditions result from the alteration to his or her property.
6. Elevated decks must be installed wholly within lot lines and not encroach on adjacent properties or Common Area.
7. All elevated decks must show the exact relationship with property lines on the application.
8. The *Exterior Alteration Application* must include detailed information about any proposed built-in vertical features that exceed twelve (12) inches in height such as railings, benches, etc.
9. The deck must be maintained in its original material and design. Changes to the original material or design require submission for approval of an *Exterior Alteration Application*.

Creekside Single Family Townhomes

Elevated decks are **Prohibited**.

Ground Level Decks (Including Patios)



APPLICATION FOR APPROVAL REQUIRED. Ground level patios or decks must conform to the following criteria are *Approved*. Changes to the original material or design require submission for approval of an *Exterior Alteration Application*.

All Property Types

1. Decking may be constructed of wood or man-made materials, including but not limited to recycled plastic lumber and PVC. Decking structure made from man-made materials will be considered provided that the color approximates natural wood.
2. Patios may be made from flagstone, river rock, brick, wood, recycled plastic lumber, concrete, slate, stone, or manufactured aggregate products.
3. Rust-resistant hardware shall be used in the construction of patios or decks.
4. Patios and decks must be installed wholly within lot lines and not encroach on adjacent properties or Common Area. The homeowner installing the patio or deck shall provide a drawing of the design on the lot plat.
5. Restrictions on decking color shall be in accordance with the STAIN section of this document.
6. The patio or deck must be maintained in its original material and design. Changes to the original material or design require submission for approval of an *Exterior Alteration Application*.
7. Patio or deck shall be constructed of only one of the approved materials.

Creekside Single Family Homes

1. Patio or deck shall be located in the rear yard.
2. Patio or deck area shall be less than or equal to 1/4 of the square footage of the rear yard.

Creekside Single Family Townhomes

1. Patio or deck shall be located in the rear yard.
2. Patio or deck area shall be less than or equal to 1/3 of the square footage of the rear yard.

DECORATIVE OBJECTS (EXTERIOR)

Permanent



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any

permanent exterior decorative objects that are larger than 24 inches in any dimension.

These permanent exterior decorative objects include, but are not limited to: ponds, water gardens, fountains, sculpture, statues, figurines, wagon wheels/farming tools, and totem poles.

Temporary or Seasonal



AUTHORIZED ALTERATION. Temporary or seasonal decorations that conform to the following criteria are *Approved*.

1. Exterior Holiday Decorations may be displayed on a resident's property not more than 45 days prior to a specific holiday.
2. Decorations must be removed no later than 30 days after the holiday.
3. Any exterior storage of items must be out of sight.

DOG HOUSES



AUTHORIZED ALTERATION. Doghouses that conform to the following criteria are *Approved*. Doghouses are subject to the *Maintenance Standards*.

Creekside Single Family Homes and Creekside Single Family Townhomes

Doghouses will be compatible in color and style with the house, deck or adjacent fence. Consideration will be given to dog houses made from man-made materials, in earth tones of green, gray, brown, tan, colors that are consistent with surrounding area or with the approved color scheme of the existing house, deck and/or fence. Pre-fabricated dog houses made from wood or plastic materials are acceptable so long as the doghouse is dark green, brown, black, or other muted colors.

DOORS (EXTERIOR)

Security Doors



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of a security door. Security doors must be straightforward in design and without ornamental design.

Stained Glass



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARB approval prior to installation of stained glass doors.

1. Design must be compatible with the architecture and design of the house.

-
2. Color must be complementary to the color scheme of the house and muted in tone.



Storm, Screen or Combination Doors

AUTHORIZED ALTERATION. Storm and screen doors that conform to the following criteria are *Approved* for all property types.

1. Doors shall be full view clear glass.
2. The color of the frame of the door shall match the entry door, or the color of the trim, siding or existing storm windows provided that the trim is a minimum of 2" in width.
3. Storm and screen doors will be straight forward in design without ornamentation such as scallops, scrolls, imitation gate hinges (such as those on Crossbuck doors).
4. Screen and storm doors with panels are permitted provided the kick plate does not exceed 15" in height. Panels must be plain.

DRAINAGE HOSES / PIPES



AUTHORIZED ALTERATION. Drainage hoses must conform to the following:

1. Plastic drainage hoses longer than 2' must be buried.
2. Consideration should be given to minimize the visual impact of all plastic drainage hoses.

DRIVEWAY ADDITIONS / EXPANSIONS



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of driveway additions or expansions. Driveway additions will be reviewed using the criteria outlined in the *CONSTRUCTION (Major Addition)* section.

At no time are Home owners authorized to park of motor vehicles, boats, and Recreational vehicles in a temporary or permeant status in seeded area with in the Creekside Community. All Temporary is only authorized in designated parking lots.

DRIVEWAY RESURFACING



AUTHORIZED ALTERATION. Driveways that are resurfaced with the same materials and in the same style and color as the original driveway are *Approved*.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to resurfacing a driveway using new materials or changing the style or color of the driveway.

FENCES



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARB approval prior to installation or replacement of a fence.

All fence styles are **Prohibited** within Creekside except six-foot shadow box fence painted with “Johnny Murphy Green” stain. The following criteria apply to all fences:

Due to irregular lot size/configuration, fences on or adjacent to pipe stems must be approved by the Full ARC.

All Property Types

1. Fences may be constructed of wood or man-made materials, including but not limited to recycled plastic lumber and PVC. Fences made from man-made materials will be considered provided that the color is meets the “Johnny Murphy Green” stain standard
2. See **STAIN** section of this document for color restrictions on all fences made from wood.
3. Rust-resistant hardware shall be used in the construction of the fence.
4. All applications for the installation of fences must show the exact relationship to property lines.
5. All fencing must be stained on both sides of the fence.
6. Material such as “Rabbit Fencing” (wire or plastic mesh) may be attached to the inside of the fence provided this material is galvanized, dark green, brown or black in color. These materials will not exceed the height of the fence.
7. Electronic/Radio Controlled Fencing that is advertised as “Invisible Fencing” is permitted. The exterior control box or panel shall be located so that it is not visible from the street.
8. Fences shall not exceed six (6) ft in height.

Creekside Single Family Homes and townhomes

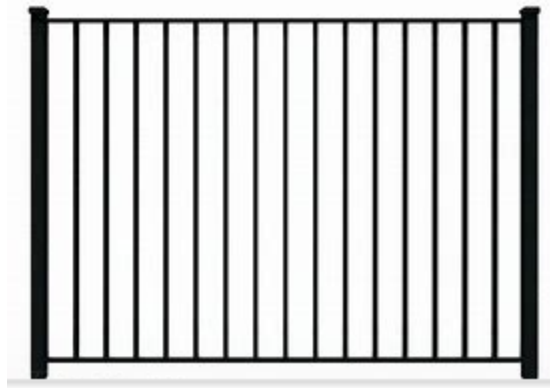
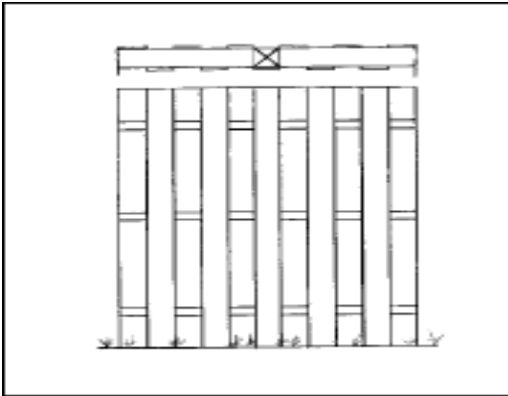
1. The following criteria apply in addition to those noted above.
2. Fence style may conform to one of the following:

a. Shadow Box Board on Board

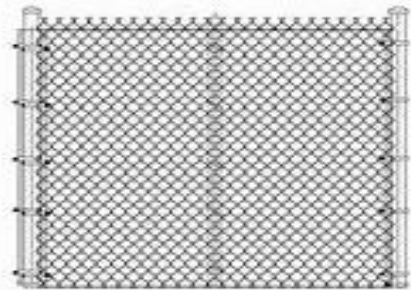
b. Black PVC Fence (Wrought Iron)

Fence)

(Alternate Board)



c. Chain Link



3. No Fences are permitted in the front of the home or Front Yard. (see Definitions for Front Yard)
4. Man-made materials including but not limited to recycled plastic, lumber, PVC and architectural metal will be considered on a case by case basis.
5. Fencing to secure whirlpools or pools within the yard is permitted with ARC approval.
6. Where applicable, all fences shall be set back a minimum of four (4) feet from sidewalks and six (6) feet from curbs, streets, or driveways.
7. Where applicable the homeowner must maintain, **without exception**, the brick supporting/ retaining walls for a fence (both sides) in the original brick finish. All mortar joints of these walls or replacement of these walls must be consistent with the design, finish and dimension of the original structure.
8. Where applicable the homeowner must maintain, **without exception**, the Chain link fence in the original finish. All walls or replacement of these walls must be consistent with the design, finish and dimension of the original fence. Applicable to the Home owners located on the edge of the wetlands.
9. Where applicable the home owners located adjacent to a lagoon or the golf course. These lots are required the Black PVC fence which is meant to look like wrought iron, or homeowners may choose to install a wrought iron fence.

Creekside Single Family Townhomes

All Creekside Single Family Townhomes that were built with privacy fences either partially or completely separating property. These fences shall be maintained in the original design and material without exception.

1. All rear yard fencing must be identical in style, materials, and workmanship to the privacy fence sections originally installed by the builder/developer without exception. Fencing is only permitted in the rear and side yards of the attached properties.
2. Fencing to secure whirlpools within the yard is permitted
3. Fencing may only be installed on the Zero-Lot line of the property and must not encroach on any adjacent property to include Common Area. It is incumbent on the homeowner installing the fence to warrant the location of the fence that may require a site survey.
4. Shadow Box Board on Board (6') fencing originally installed by the builder/developer, that currently occurs alongside lot lines and attached sheds, must be maintained without exception.
5. No Fences are permitted in the front of the home or front Yard. (See definitions for Front Yard)
6. Fencing in addition to what was originally installed by the builder for first buyer may not be installed within the front or side yards of townhomes (exception: to secure whirlpools).
7. The homeowner must maintain, **without exception**, the brick supporting walls for a fence (both sides) in the original brick finish. All mortar joints of these walls or replacement of these walls must be consistent with the design, finish and dimension of the original structure.

NO ALTERNATIVE FENCING STYLES OR FENCE LOCATIONS WILL BE CONSIDERED WITHIN THE Creekside Community.

FIREWOOD



AUTHORIZED ALTERATION.

are
Approved.

Firewood stacks that conform to the following criteria

Creekside Single Family Homes and Creekside Single Family Townhomes

1. Amount of firewood may not exceed one (1) cord.
2. Firewood must be neatly stacked in rows not longer than ten (10) feet and taller than four

(4) feet

3. Firewood stack must be located in the rear yard.
4. Firewood may be covered with a clear or brown tarp that is securely fastened to the stack.
5. Firewood stack must not contain yard debris or lumber.
6. Firewood stacks shall be elevated off the ground min of 2 inches to help prevent and deter insect infestation.

FLAGPOLES

Creekside Single Family Homes



AUTHORIZED ALTERATION. Installation of a flagpole, whether permanent or freestanding, that conforms to the following criteria is *Approved* for all properties.

1. Permanent and free standing flagpoles shall not exceed a height of 15 feet. The color and location shall be appropriate for the size of the property and background.
2. Permanent and free standing flagpoles must be installed and maintained in a vertical position.
3. Temporary flagpoles must be attached facing horizontally or at an incline to the front wall or pillar of the house or dwelling unit and not exceed six (6) feet in length.

Note: Authored Flags are National, State, Native American Flags, Official U.S. Military Flags, Holiday flags, Sports team flags.

NO Flag shall discriminate based on race, color, religion gender, familial status, disability, national origin, marital status, ancestry and sexual orientation.

Political Flags are Prohibited.

Creekside Single Family Townhomes

Permanent and free standing flagpoles are **Prohibited** on all Townhome Properties.

Note: Authored Flags are National, State, Native American Flags, Official U.S. Military Flags, Holiday flags, Sports team flags.

NO Flag shall discriminate based on race, color, religion gender, familial status, disability, national origin, marital status, ancestry and sexual orientation.

Political Flags are Prohibited.

GARAGE CONVERSION

Conversion of a garage to a finished living space is **Prohibited**.

GARAGE DOORS



AUTHORIZED ALTERATION. Installation of a new garage door(s) that matches the existing garage door(s) style, color and appearance does not require ARC approval.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARB approval prior to installation of a garage door that is of a different style, color, or appearance (for example, different windows or different placement of windows) requires an application for approval.

GARDENS



AUTHORIZED ALTERATION. Installation of a garden that conforms to the following criteria is *Approved*.

Creekside Single Family Homes

1. Garden area does not exceed one third (1/3) of the total area of the yard.
2. Vegetable gardens shall be located in the rear yard.

Creekside Single Family Townhomes

1. Garden area does not exceed one fourth (1/4) of the total area of the yard.
2. Vegetable gardens shall be located in the rear yard.

GATES



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to the installation of any gate. Fence gates are permitted under the following circumstances:

Creekside Single Family Homes and Creekside Single Family Townhomes

1. Gates shall be constructed of the same material, color and height as the adjacent fencing.
2. Rust-Resistant hardware shall be used to assemble gate.
3. All permanent gates shall be installed with the finished side facing out.

-
4. Permanently installed Child and Pet-Proof Gates will not be permitted. Gates shall be temporary and removed daily.

GENERATOR BACKUP UNITS (EXTERIOR GENERATOR)



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation, replacement or relocation of a Generator Backup Unit.

1. Generators should be oriented so as not to directly discharge exhaust onto adjacent properties or Common Area.
2. Generators should be located in either side or rear yards.

GREENHOUSES



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of a greenhouse.

1. Greenhouses will be reviewed under the same criteria as *CONSTRUCTION (Major Addition)*.
2. Detached greenhouses are permissible only on **Creekside Single Family Homes**.
3. Detached greenhouses are **Prohibited** within all **Townhomes**.

GRILLS, PERMANENT



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any permanent cooking grill.

Creekside Single Family Homes

The following criteria apply:

1. Permanent cooking grills must be located in the rear yard and placed such as to mitigate impact to adjacent property.
2. Permanent cooking grills must be of a size proportionate to other structures and features (such as hardscape and landscaping) on the property.

Creekside Single Family Townhomes

The installation of a permanent grill is **Prohibited**.

GUTTERS & DOWNSPOUTS



AUTHORIZED ALTERATION. Installation or replacement of gutters and downspouts that conform to the following criteria is *Approved* for all property types:

1. Gutters and downspouts must match existing gutters and downspouts in color and design or match the existing house or trim color.
2. Location of downspout must not adversely affect drainage on adjacent properties or Common Area.
3. Effluence from downspouts will be managed within the property so as not to adversely affect adjacent properties or Common Area. **HOT TUBS – See Recreation, Sport and Play Equipment section, Whirlpool subsection.**

HVAC UNITS – EXTERIOR COMPRESSORS



AUTHORIZED ALTERATION. Installation or relocation of an HVAC unit that conforms to the following criteria is *Approved* for all property types:

1. HVAC units should be oriented so as not to discharge exhaust onto adjacent properties or Common Area.
2. HVAC units should be located in either the side or rear yard.

IRRIGATION SYSTEM – IN GROUND



AUTHORIZED ALTERATION. Underground lawn sprinkler systems are *APPROVED* for all property types provided the control box, regulatory panel, and above-ground apparatus is not visible on the front of the structure.

LANDSCAPING



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any landscape features that in effect become structures, fences or screens or exceeds 1/3 of the surface area of the yard.

Borders & Edgings



AUTHORIZED ALTERATION. Landscape edging that conforms to the following criteria is *Approved* for all property types:

1. Landscape borders and edging extending less than 1 foot above ground level does NOT require an application for approval.
2. The following materials are NOT PERMITTED for use as landscape borders or edging: concrete block and plastics that extend more than 1 inch above ground level.

-
3. The color of the border or edging material must be in harmony with the color scheme of the house or approximate natural tones as closely as possible.

APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any borders or edging that extends more than one foot above ground level.

Plantings



AUTHORIZED ALTERATION. Landscaping with various plantings is permitted and encouraged to increase the natural beauty of the neighborhood. When embarking on landscaping projects, please consider the following:

1. Care should be exercised in the planting and maintaining of trees and shrubs to prevent obstruction of sidewalks and sight lines for vehicular traffic.
2. Consideration should be given to the effect that plantings will have on views from neighboring houses and property.
3. Applications for approval are NOT required for the planting of individual plants, trees, flowers or shrubs.

LATTICE



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of lattice.

All Property Types

1. Lattice may be used to hide condenser units, trash cans or recycling bins provided the lattice does not exceed four (4) feet in height and is located in the side or rear yard.
2. Lattice may also be used to conceal under deck storage.
3. Lattice shall be constructed of wood or man-made materials (such as recycled plastic lumber and PVC). Lattice made from man-made materials must approximate natural wood or match the color scheme of the house.

LIGHTING



AUTHORIZED ALTERATION. Lighting that conforms to the following criteria is *Approved*:

All Property Types

1. Solar landscape lighting that is less than 18 inches in height.
2. Replacement of exterior fixtures that are of the same design, color and style as the original fixtures, including but not limited to lamp posts, fixtures attached to the house and walkway lighting.

Creekside Single Family Homes and Creekside Single Family Townhomes

1. Security lighting mounted at the rear of the home.
2. Security lighting must shine down and only within your own property line.

Creekside Single Family Townhomes (End Unit only)

1. Security lighting mounted on the side of the home.
2. Security lighting must shine down and only within your own property line.

APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any lighting fixtures fitting these criteria:

1. Exterior fixtures that are new or of a different color, design or style than the original fixture.
2. Electrically wired landscape lighting.

MAILBOXES



AUTHORIZED ALTERATION. Mailboxes are a functional necessity, not a decorative item. Mailboxes, mailbox posts and mail kiosk boxes are within the jurisdiction of the United States Postal Service (USPS), and therefore should meet the requirements outlined by the USPS.

Additionally, mailboxes must meet the following criteria:

1. The mailbox shall be the originally design installed by the builder/developer.
2. The mailbox should be USPS rural type and made of metal or man-made material and must be black in color.
3. The mailbox and post should be located so as not to obstruct sidewalks

or sight lines in accordance with postal regulations.

4. The mailbox and post should be free from rust, dents, and chipping and should have all working parts in order.
5. House numbers may be placed on mailboxes.
6. Standard newspaper delivery boxes not exceeding 9 inches high by 7 inches wide may be placed on mailbox posts. No other items may be placed on mailbox posts.

PAINTING (EXTERIOR) – NO COLOR CHANGE



AUTHORIZED ALTERATION. Exterior painting includes, but is not limited to, the painting of the following elements: siding, doors, shutters, trim, porches, and foundations. Exterior painting that conforms to the following criteria is *Approved* for all property types.

1. The color selected is identical to the color currently on the property and this color was previously approved by the ARB.

PAINTING (EXTERIOR) – COLOR CHANGE



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to changing the previously approved exterior paint color of their property. Exterior painting includes, but is not limited to, painting the following elements: siding, doors, shutters, trim, porches, and foundations. The paint color should be in harmony with the color of the siding.

All paint colors will be considered by the ARC. The *Exterior Alteration Application* must include the name of the color and a small color sample from the manufacturer. In some cases, a larger sample (12 inch square) of each proposed color may be requested to aid in the approval process.

Any *Exterior Alteration Application* seeking a color change from the existing color will be reviewed for compatibility with the applicant's house, adjoining houses, and the neighborhood.

PATIOS



AUTHORIZED ALTERATION. See Decks and Patios Section.

PET DOORS



AUTHORIZED ALTERATION. Pet doors must match or blend with the other colors of the house. Additionally, pet doors that conform to the following criteria are *Approved*.

Creekside Single Family Homes

Pet doors shall be located on a side door or on an entrance to the side or rear yard.

PLAY STRUCTURES

Elevated



APPLICATION FOR APPROVAL REQUIRED. Including but not limited to the following items: Play houses, tree forts and tree houses.

Creekside Single Family Homes

Elevated Play Structures shall be installed in accordance with Bryan County and other local Ordinances, restrictions, zoning requirements, and other similar items. Applications will be considered on a case-by-case basis.

Creekside Single Family Townhomes – All

Elevated Play Structures are **Prohibited**.

PORCHES

See Construction/Major Addition section.

RAILINGS & BALUSTERS



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any railings or balusters with change or style or color or changes the style or color of existing railings or balusters. Railings and balusters can be made of wood, man-made materials including but not limited to recycled plastic lumber, PVC and architectural metal. The color and style of the railings and balusters must approximate natural wood or match house color scheme.

RECREATION, SPORT & PLAY EQUIPMENT

Basketball Equipment (Attached to Structure)



APPLICATION FOR APPROVAL REQUIRED.

Creekside Single Family Homes

1. Property owners must submit an *Exterior Alteration Application* and obtain ARB approval prior to installation of basketball setups to be attached to a structure.
2. Basketball backboards attached to structures shall be white, clear or a color that blends with the background. A contrasting rectangular color outline may be painted on the backboard above the hoop.

Creekside Single Family Townhomes – All

Basketball setups are **Prohibited** on all attached properties.

Basketball Equipment (Free Standing)



APPLICATION FOR APPROVAL REQUIRED.

Creekside Single Family Homes

Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of a permanent basketball standard. .

- 1. Basketball poles must be placed a minimum of 15 feet in from the front property line and a minimum of 12 feet in from the side property line as well in accordance with Bryan County and other local zoning regulations
- 2. Basketball backboards shall be white, clear or a color that blends with the background. A contrasting rectangular color outline may be painted on the backboard above the hoop.

Creekside Single Family Townhomes – All

Basketball equipment – to include poles and backboards, rims and nets are **Prohibited** on all attached properties.



AUTHORIZED ALTERATION.

All Temporary Basketball style (moveable) equipment are authorized and approved as long as they are well kept and are in keeping with Bryan County and other local ordinances and regulations. Temporary Basketball style (moveable) equipment must be out of sight when not in use. Temporary Basketball style (moveable) equipment shall not be facing the road.

Exercise/Fitness Equipment



AUTHORIZED ALTERATION.

Creekside Single Family Homes and Creekside Single Family Townhomes

Exercise / Fitness Equipment that is located or maintained in the rear yard is *Approved*.

Playground Equipment (Permanent)



APPLICATION FOR APPROVAL REQUIRED.

Creekside Single Family Homes

Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of permanent playground equipment.

1. Permanent swing sets and play sets must be located in the rear yard.
2. Metal play equipment, such as metal swing sets will be dark brown or dark green to blend with the natural surroundings or, if located adjacent to a dwelling, fence or other structure, will be of a color that blends with the dwelling, fence or structure. (This color guideline does not apply to the wearing surfaces, such as the slide poles, rings and climbing rungs.)

Creekside Single Family Townhomes – All

Permanent Swing sets and Play sets are **Prohibited**.

Playground Equipment (Temporary)

1. Temporary and seasonal play equipment must be neatly stored when not in use and must be maintained in a good state of repair.

Creekside Single Family Townhomes

1. Temporary and seasonal play equipment shall be located in the rear yard.
2. Temporary and seasonal play equipment shall be neatly stored when not in use and must be maintained in a good state of repair.
3. The height of temporary or seasonal play equipment shall not exceed the height of the fence located on the lot where the equipment is to be installed.

Sport Practice Cages (Permanent)

Permanent sports practices cages are **Prohibited**.

Sport Practice Cages (Temporary)



AUTHORIZED ALTERATION.

Sport practice cages that conform to the following criteria are *Approved*.

Creekside Single Family Homes and Creekside Single Family Townhomes

1. Sport practice cages shall be located in the rear yard.
2. Sport practice cages shall be neatly stored when not in use and must be maintained in a good state of repair.

Table Game Equipment



AUTHORIZED ALTERATION. Table game equipment (such as ping-pong tables and pool tables, etc.) that conforms to the following criteria is *Approved*.

Creekside Single Family Homes and Creekside Single Family Townhomes

1. Table game equipment must be located in the rear yard.
2. Use of natural materials and colors for the components of the equipment is encouraged.

Creekside Single Family Townhomes

1. Table game equipment may be located in the side yard only.
2. Use of natural materials and colors for the components of the equipment is encouraged.

Tennis Equipment



APPLICATION FOR APPROVAL REQUIRED.

Creekside Single Family Homes

Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of tennis equipment.

Creekside Single Family Townhomes – All

Tennis equipment is **Prohibited**.

Trampolines (Temporary)



AUTHORIZED ALTERATION. Outdoor trampolines that are confined to the rear yard are *Approved*, provided the trampoline is taken down when not in use.

Whirlpool, Spas and Hot Tubs



AUTHORIZED ALTERATION. Whirlpools, spas and hot tubs that conform to the following criteria are *Approved*:

Creekside Single Family Homes and Creekside Single Family Townhomes

Whirlpool, spa or hot tub must be located in the rear yard.

ROOF AND ROOF REPLACEMENT



AUTHORIZED ALTERATION. Roofs that conform to the following criteria are *Approved* for all property types:

-
1. Replacement roofs must be identical in material, style and color to that currently installed on the structures, provided it was previously *Approved* by the ARC.
 2. Roofs shall be kept in good repair. Shingles shall not be detached, missing or crumbling.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of any roof that is of a different color or style than the original roof.

SATELLITE DISH



AUTHORIZED ALTERATION. See Antenna and Satellite Dish section.

SHEDS AND STORAGE UNITS (PERMANENT)



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to the installation of any permanent storage shed or storage unit.

General Shed Requirements

1. Rust-resistant hardware shall be used to assemble the shed or storage unit.
2. Sheds and storage units may be made from natural or man-made materials.
3. Storage boxes less than 30 cubic feet in volume are considered personal property and are outside the scope of these Standards.
4. Only one shed or storage unit is permitted per lot.

Additional Requirements

All Property

The shed or storage unit will be compatible in color and style with the house, deck or adjacent fence. Compatibility is defined as a shed or storage unit made from a material consistent with the siding and trim of the existing house and matching the color of the house. Roofs atop sheds must be constructed from a material consistent with the roof of the existing dwelling in color and material. Consideration will be given to sheds or storage units made from man-made materials, in earth tones of green, gray, brown, tan, colors that are consistent with surrounding area or with the approved color scheme of the existing house, deck and/or fence.

Creekside Single Family Homes

1. The shed or storage unit footprint will not exceed 80 square feet with no single dimension exceeding 10 feet. Sheds or storage units shall not exceed seven (7) feet in overall (peak) height, with a sloped roof in harmony with existing house. For sheds, a minimum slope of (4/12 pitch) is to be maintained.

2. Shed/Storage Unit Location

-
- a. Attached to the House – Sheds shall be compatible with the primary structure on the lot. Compatibility is defined as a shed made from a material consistent with the siding and trim of the existing house and painted to match the color of the house. The roof slope of the shed must be identical to the roof slope of the existing house. The roof of the shed must be constructed from a material consistent with the roof of the existing dwelling in color and material.
 - b. Under Deck Storage – If a shed is installed beneath a deck and screened from view using wooden lattice (for lattice guidelines, see the Lattice section), this shed will not be considered in the total shed count.
 - c. Detached or Free Standing Sheds – Free standing sheds or storage units must be located in the rear yard and cannot be located within 18 inches of a property line. Consideration will be given to the lot configuration and the visual impact of the shed on adjacent properties.

Creekside Single Family Townhomes

1. The shed or storage unit footprint will not exceed 36 square feet with no single dimension exceeding six (6) feet. Shed shall not exceed six (6) feet in overall (peak) height, with a sloped roof.
2. Under Deck Storage – If a shed is installed beneath a deck and screened from view using wooden lattice (for lattice guidelines, see the Lattice section), this shed will not be considered in the total shed count.

SHEDS AND STORAGE UNITS (TEMPORARY)



AUTHORIZED ALTERATION. Temporary storage units will be allowed for a period not to exceed 30 days. When obtaining temporary storage units, please notify the Association office of its location and the timeframe for which you will have the unit. These units must be portable and not obstruct sidewalks, pipe stems, or other public access locations.

SIDEWALKS AND PATHWAYS



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation or replacement of a sidewalk or pathway.

A sidewalk or pathway used exclusively for the purpose of ingress/egress to a specific lot is the sole responsibility of the property owner to maintain and /or replace.

SIDING REPLACEMENT



AUTHORIZED ALTERATION. Replacement of siding that conforms to the following criteria is
Approved

Creekside Single Family Homes

-
1. Replacement siding must be consistent in appearance, texture, color and dimension to that currently installed on the structure, provided it was previously approved by the ARC.
 2. Replacement siding may be made of vinyl or vinyl coated aluminum.
 3. When Applicable, Replacement of brick vainer siding must be consistent in appearance, texture, color and dimension to that currently installed on the structure, provided it was previously approved by the ARC or installed by the builder as part of the original design.
 4. Exterior trim features unique to each property style are to be retained as much as possible when siding is replaced.

Creekside Single Family Townhomes

1. **Any alteration to the external walls/ siding is Prohibited. Townhome owners can be assessed for damages caused by any alteration to the external walls and roof of the townhome building.**

SIGNAGE



AUTHORIZED ALTERATION. Real estate signs (offering property for sale or lease), and commercial contractor signs (advertising a contractor who is performing work on a lot), may be placed on a lot subject to the following limitations and restrictions:

1. One (1) sign per lot is *Approved* for display in the front yard only.
2. Political signs are **Prohibited**.
3. Real estate “For Sale” or “For Lease” signs must be removed within 5 days of a ratified non- contingent contract. All “Coming Soon” signs are **Prohibited**.
4. Commercial contractor signs may be displayed when the work is in progress. The sign must be removed within 48 hours of work completion.
5. The largest dimension of permanent security yard signs must be less than 12 inches.

SKYLIGHTS



AUTHORIZED ALTERATION. Existing skylights that are replaced with skylights of the same color and style are *Approved*.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of a new skylight or to replace a skylight with one of a different color or style.

SOLAR PANELS



AUTHORIZED ALTERATION. Solar panel installation that conforms to the following criteria is *Approved* for all property types.

1. Panels on roofs that can be seen from the front of the home shall be flush with the roof.
2. Panels mounted to the rear side of roofs may be flush or elevated. If elevated, the panels shall not extend above the roof peak.
3. No other mounting locations or styles are acceptable.

STAIN

Stain – Clear



AUTHORIZED ALTERATION. The use of clear stain or sealant on any deck, fence or shed is *Approved* for all property types.

Stain – Color or Tint



APPLICATION FOR APPROVAL REQUIRED.

Detached and Creekside Single Family Townhomes

Property owners must submit an *Exterior Alteration Application* and obtain ARC Approval prior to applying colored or tinted stains to decks or sheds.

Creekside Single Family Townhomes

The use of any stain or sealant other than clear is **Prohibited**.

All fences will be Johnny Murphy Green Stain. No other stain will be considered for fences.

SUN CONTROL DEVICES

Arbors



APPLICATION FOR APPROVAL REQUIRED.

Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of an arbor. Arbors shall comply with the following criteria.

-
1. The arbor frame does not exceed 13 feet in height from the ground or from the level surface of a deck.
 2. The size of the arbor is to be proportional to the location.
 3. Arbor frames made from man-made materials, including but not limited to recycled plastic lumber and PVC, will be considered provided that the color approximates natural wood, white, or matches the color of the siding or trim.
 4. Rust-resistant hardware shall be used in the construction of the arbor.
 5. Arbors Shall Be located in the Rear yard.
 6. Arbors shall be contained completely within the boundary of the lot on which it is located.

Awnings



AUTHORIZED ALTERATION. Awnings that conform to the following criteria are *Approved* for all property types:

1. The awning is operative and can be closed when not in use (in season).
2. The awning is completely contained within the boundary of the deck or patio on which it is located.
3. The awning is a solid color in earth tones, forest green or matches the color of the siding.
4. Awnings shall be located in the Rear Yard.

Trellises



AUTHORIZED ALTERATION. A trellis that conforms to the following criteria is *Approved* for all properties.

1. Trellis frames are not to exceed 13 feet in height from the ground or from the level surface of a deck.
2. Trellis frames may be made from pressure treated lumber, man-made materials, including but not limited to, recycled plastic lumber and PVC, provided that the color of the trellis either approximates natural wood, white or matches the color of the siding or trim.
3. Rust-resistant hardware shall be used in the construction of the trellis.
4. The trellis is completely contained within the boundary of the lot on which it is located.
5. Trellises shall be located in the rear yard.

Pergola



AUTHORIZED ALTERATION. A Pergola that conforms to the following criteria is *Approved* for all properties.

1. Pergola frames are not to exceed 13 feet in height from the ground or from the level surface of a deck.
2. Pergola frames may be made from pressure treated lumber, man-made materials, including but not limited to, recycled plastic lumber and PVC, provided that the color of the trellis either approximates natural wood, white or matches the color of the siding or trim.
3. Rust-resistant hardware shall be used in the construction of the trellis.
4. The Pergola is completely contained within the boundary of the lot on which it is located.
5. Pergola shall be located in the rear yard.

SWIMMING POOLS (PERMANENT)



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to installation of a swimming pool.

Creekside Single Family Homes

1. Only in-ground swimming pools will be considered if designed to be an integral part of the property.
2. A fence 6 feet high and compatible with the design style of the house and any other fences on the lot may be required to enclose a pool and related pool equipment.
3. Appropriate landscaping may be required to lessen the impact of the pool and fence.
4. Pool Shall be located in the rear yard.

Creekside Single Family Townhomes – All

Permanent swimming pools are **Prohibited**.

TREE REMOVAL

The HOA encourages retention of healthy trees and maintenance of existing tree canopy. Removing entire stands of trees is not permitted. These guidelines are intended to prevent tree removal that significantly impacts the aesthetics and value of the surrounding homes and the community.

Residents should consider consulting the County Arborist for compliance with tree cutting

ordinances. No trees in a “tree save” or “conservation” area, on Association Common Area may be removed without county and ARC approval.



AUTHORIZED ALTERATION. Tree removals that conform to the following criteria are *Approved*:

Creekside Single Family Homes

1. Trees six (6) inches or smaller in diameter (approximately 18 inches in circumference) may be removed without prior approval of the ARC.
2. Diameter/circumference measurements need to be taken three (3) feet above ground level.
3. Removal of up to two (2) trees of this size or smaller is permitted.
4. Tree stumps must be removed to ground level or completely excavated.

Creekside Single Family Townhomes – All

1. Trees six (6) inches or smaller in diameter (approximately 18 inches in circumference) may be removed without prior approval of the ARC.
2. Diameter/circumference measurements need to be taken three (3) feet above ground level.
3. Tree stumps must be removed to ground level or completely excavated.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC approval prior to tree removal under the following circumstances:

1. Trees greater than 6 inches in diameter (approximately 18 inches in circumference). Diameter/circumference measurements need to be taken 3 feet above ground level.
2. Removal of more than 2 trees of any size.
3. Trees that impose an imminent risk to people or property, and/or are dead may be removed immediately and an *Exterior Alteration Application* must be submitted within 2 weeks of tree removal.
4. Tree stumps must be removed to ground level or lower.
5. Applications must contain the following information:
 - a. The specific location of each tree to be removed, shown on a property plat.
 - b. Explanation of why the tree is being removed.
 - c. The condition of each tree to be removed (healthy, dying/dead, diseased, etc).
 - d. The location and type of replacement trees, if any.

For every tree that is removed a Tree **SHALL** be planted in its place.
WINDOWS

Muntins (Grids)



AUTHORIZED ALTERATION. Window muntins (grids) that conform to the following criteria are *Approved*:

1. Window muntins shall be in good repair.
2. Window muntins shall be all in or all out on any given side of the home.

Replacement Windows



AUTHORIZED ALTERATION. Replacement windows that are identical in size, style and color to that currently installed on the structure, are *Approved*.



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an Exterior Alteration Application and obtain ARB Approval prior to installation of replacement windows that are of a different size, style or color to those currently installed.

Stained Glass Windows



APPLICATION FOR APPROVAL REQUIRED. Property owners must submit an *Exterior Alteration Application* and obtain ARC Approval prior to installation of a stained glass window.

Storm Windows



AUTHORIZED ALTERATION. Storm Windows that conform to the following criteria are *Approved* for all property types:

1. Storm window frames match the trim of the house or are made from white vinyl coated aluminum or white vinyl.
2. Storm windows will be straightforward in design without ornamentation.
3. Any horizontal breaks in the storm windows shall line up with the horizontal breaks of the existing windows.

MAINTENANCE STANDARDS AND RULES

Property ownership includes the responsibility for maintenance of all structures and grounds that are a part of the property. The following specific standards are considered elements of “**Good Property Maintenance.**” ***This list is not intended to be all-inclusive.*** Properties not meeting these standards may be cited for maintenance violations.

1. Mailboxes shall not be rusted and shall be in good condition and repair. Mailboxes shall not be dented or missing doors, flags, etc. Mailbox posts shall be installed securely in the ground and shall be in a vertical position.
2. Driveways shall be free of major cracking and crumbling.
3. Sidewalks used specifically for ingress and egress from the properties shall be level and free of major cracking and crumbling.
4. Trim on structure (roof line, band boards, window, door, and decorative) shall be in good repair and paint shall not show signs of chipping and peeling.
5. Doors (including garage) shall be operational, in good repair and paint shall not show signs of chipping and peeling.
6. Metal porch/stair railings shall be in good repair, shall not show signs of rust, and paint shall not show signs of chipping and peeling.
7. Wooden porch/stair railings shall be in good repair, and, if painted, paint shall not show signs of chipping and peeling.
8. Patio furniture shall be kept in good repair.
9. Exterior light fixtures shall be operational, no broken glass and in good repair. Border lighting (solar/electric) around walkways/steps/ground level decks shall not be more than 12 inches in height.
10. Grass shall be maintained at a height not to exceed six (6) inches.
11. Grass, flower and shrubbery beds shall be kept free of weeds and debris.
12. Hoses and related items shall be properly stowed to minimize visual impact when not in use.
13. Shrubby and trees shall be trimmed and pruned.
14. All edging shall be kept in good repair.
15. Window panes and window screens shall be kept in good repair with no broken

or taped glass or screens.

16. Shutters shall be kept in good repair. Paint on shutters shall not show signs of chipping and peeling.
17. Gutters and downspouts shall be kept in good repair. Paint on gutters and downspouts shall not show signs of rust, or be chipped and peeling.
18. Paint on foundation walls shall not show signs of chipping and peeling. Parge lines shall be covered.
19. House siding shall be kept in good repair.
20. Roof shall be kept in good repair.
21. Chimneys caps, metal flues and attic vents shall be kept in good repair and not show signs of rust, or be chipped and peeling.
22. Fences and gates shall be kept in good repair. Boards shall not be warped, detached, missing, etc. Fence walls shall be stable and in an upright position. Gates must be securely attached to the fence, and must be able to be closed/latched and opened.
23. Decks and railings shall be kept in good repair. Boards shall not be warped, detached, missing, etc.
24. Wooden stairs and landings must be kept in good repair. Boards shall not be warped, detached, missing, broken or damaged.
25. Concrete, brick, flagstone, etc. stairs and landings shall be kept in good repair.
26. Screened porches shall be kept in good repair. Screens shall not be torn.
27. Vegetable gardens shall be kept free of weeds and debris.
28. Trash shall not be allowed to accumulate on the exterior of any property.
29. Trash cans or bags (to include yard debris) must be properly secured. Trash cans or bags (to include yard debris) and recycle bins shall be stored out of site and public view. Trash cans or bags (to include yard debris) and recycle bins must be placed curbside not earlier than 6:00 PM the night before the scheduled pick-up day. Trash cans and recycle bins must be removed from curbside not later than 8:00 PM the evening of the scheduled pick-up day.
30. Newspapers shall not be allowed to accumulate on the exterior of any property.
31. Children's small toys shall be removed from public view when not in use.
32. Playground equipment shall be kept in good repair. Boards on wooden

equipment shall not be warped, detached, missing, etc. Paint on metal equipment shall not show signs of chipping and peeling.

33. Garden equipment and supplies shall be stored out of public view when not in use.
34. Construction materials (to include ladders, etc) shall be stored out of public view when not in use.
35. Sheds shall be maintained in good repair. Boards on wooden sheds shall not be warped, detached, missing, etc. Paint on sheds constructed of man-made materials shall not show signs of chipping and peeling. Siding on sheds shall not be dented. Doors on sheds must be securely attached to the shed wall, and must be able to be closed/latched and opened.
36. Masonry walls/pillars shall be kept in good repair.
37. Temporary and/or seasonal swimming/wading pools must be neatly stored when not in use and must be maintained in a good state of repair.
38. Consideration will be given to the proposed and/or existing workmanship of the alteration so that the alteration enhances the applicant's property and the surrounding properties. In the event, the workmanship of the final product does not meet acceptable standards, the property owner will be required to remove the alteration from the property and return the property to its original condition or improve the workmanship.

APPEAL PROCESS

Request for Review by Board of Trustees

Property owners will be notified in writing within 10 business days of the Architectural Review Committee decision regarding an *Exterior Alteration Application*. If the application is disapproved, the applicant is advised of their Right of Appeal to the Creekside Board of Directors. To initiate the appeal process, the applicant must take the following action.

Within 10 working days of receiving the Architectural Review Committee Decision of Disapproval – Applicant must submit a written request for an “Appeal before the Board of Board” to the ARC Administrator. The request must indicate the basis for the appeal, which will be limited to appeals based on:

- A. Failure of the ARC to follow proper procedures during the administration and review process;
- B. Failure to provide a fair review of the applicant’s *Exterior Alteration Application*; or
- C. The Architectural Review Committee’s decision was arbitrary and/or had no rational basis.

Appeal Hearing

Upon receipt of a request for an “Appeal before the Board of Directors”, an Appeal Hearing will be scheduled. At the hearing, the President of the Association will read the hearing rules and outline the procedures and time constraints.

Each Appeal Hearing is scheduled for a maximum of 20 minutes, exclusive of questions from the Board of Committee and will follow the outline:

1. Presentation by the Architectural Review Board on the Decision of Disapproval – 5 minutes.
2. Presentation by the Applicant – 5 minutes.
3. The applicant is entitled to be represented by his/her own legal counsel. If the applicant will be represented by legal counsel, the applicant is required to notify the ARC Administrator and Community Manager no later than 3 business days before the scheduled Appeal Hearing. Advance notice is required to permit the Association’s legal counsel to be present.
4. Rebuttal by Architectural Review Committee – 5 minutes.
5. Rebuttal by applicant – 5 minutes.
6. Questions from Board of Directors.

At the conclusion of the hearing, the Board of Directors may continue with the open session of any regularly scheduled or special meeting. At the end of the open session, the President will convene the Board of Directors in Executive Session to discuss the appeal. After Executive Session, the Board of Directors will again convene in open

session to vote on the appeal. Each applicant is welcome to wait for the decision; however, the process could last several hours. The applicant will be notified in writing of the Board of Directors' decision on the appeal within 10 business days of the hearing.

Monetary Charge Hearing

The policy adopted by the Creekside Homeowners Association establishes procedures for the Architectural Review Committee with the provisions of the Georgia Property Owners' Association Act, the Governing Documents and/or the Standards.

This process is an attempt to achieve compliance before additional legal actions through the Bryan County Court system.

Pursuant to Georgia Property Owners' Association Act, provisions are granted to homeowner associations for conducting monetary charge hearings before their respective homeowner associations' governing officials. Due process hearings that follows the stated due process requirements, will be scheduled before the Board of Directors to address and consider the imposition of additional monetary charges for Architectural Review and Maintenance Violations, as outlined in the Association's Policy for Monetary Charges.

The Association's Policy for Monetary Charges is on file at the Creekside Homeowners Association and or by the Association's property Management Firm. To review this policy, please contact the Community Manager and the Board of Directors where action is required to address compliance.

DEFINITIONS

ATTACHED PROPERTY– ALL shall mean and refer to one living unit situated upon the properties that is attached to another living unit in any configuration.

ATTACHED PROPERTY–shall mean and refer to one living unit situated upon the properties that is attached to another living unit and shares one or more side walls **and** the rear wall.

COLOR – The color scheme of a proposed alteration, if major, must be identical to the existing structure. Proposed minor alterations may be complementary in color to existing structures.

COVENANTS & RESTRICTIONS shall mean and refer to the document containing the covenants, conditions and restrictions and all other provisions therein set forth that provide the basis for governance in CREEKSIDE .

DECKING – Horizontal walking surfaces including stairs, stair treads and landings.

DECKING STRUCTURE – the structural system in place to support the deck. It can also be referred to as deck frame, and is designed for load bearing activity.

DESIGN COMPATIBILITY – The proposed alteration is to be appropriate for the surroundings, complement the existing architectural design of the neighborhood and does not detract from the overall look of the property.

CREEKSIDE SINGLE FAMILY HOMES shall mean and refer to one living unit situated upon the property that is completely detached from all surrounding living units.

FOUNDING DOCUMENTS shall mean and refer to the Deeds, Covenants, Articles of Incorporation, and all supplementary documents regarding the Creekside Homeowners Association.

LIVING UNIT shall mean and refer to any portion of a structure situated upon the properties designed and intended for use and occupancy as a residence by a single family.

LOCATION – The proposed alteration must be placed on the lot so that it does not negatively impact the landscape, drainage or overall appearance of the neighborhood.

Permeant- Permeant is defined as requiring a foundation.

QUALITY OF CONSTRUCTION – The proposed alteration is to be constructed according to local building standards for materials designed to be permanent.

REPLACEMENT – For the purpose of this document, replacement is defined as reinstallation of more than 25% of the exterior element, i.e., 25% of the side of a fence.

SCALE – The proposed alteration must be proportional to all existing structures.

SHED – a simple, single-story structure that is used for storage, hobbies, or as a workshop.

STORAGE BOX – free-standing structure used for small-scale storage.

STORAGE UNIT – portable free-standing structure that is temporarily used for storage purposes.

TIMING – The proposed alteration must be completed within 120 days of receipt of application approval unless otherwise stated in the ARB approval acknowledgement.

YARD – Due to the unique shapes of lots within CREEKSIDE , some lots will not meet the established criteria. However, the Architectural Review Board will review applications for each of these lots on a case-by-case basis.

FRONT YARD – shall mean and refer to that area located between the front line of the house, the front property line and the side property lines.

LOT CONFIGURATION (STANDARD) – shall mean a CREEKSIDE lot where the street is roughly parallel to the front property line, the house lots on both sides have a similar configuration, and there are no bordering pipe stem driveways and the rear yard backs up to similar lot configuration or Common Area.

LOT CONFIGURATION (NON-STANDARD) – shall mean any CREEKSIDE lot not fitting the standard configuration definition.

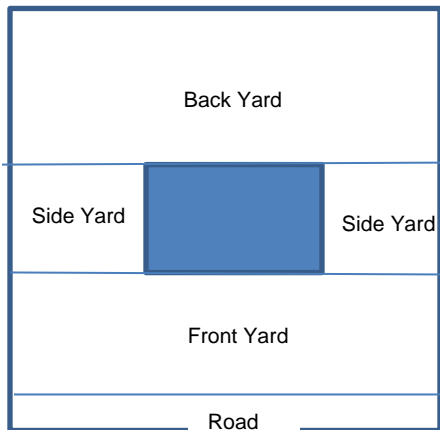
REAR YARD (STANDARD CONFIGURATION) – shall mean and refer to that area located between the rear line of the house, the rear property line and the side property lines.

REAR YARD (NON-STANDARD CONFIGURATION) – shall mean and refer to that area located between the rear line of the house, the rear property line, and area immediately behind the house.

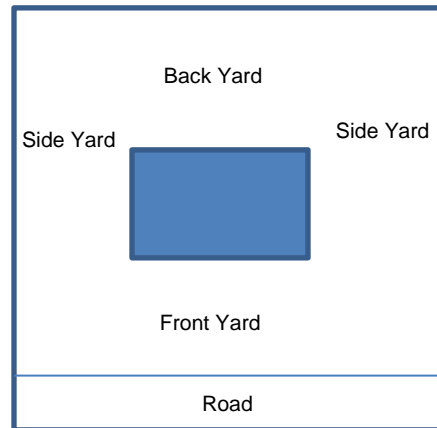
SIDE YARD (STANDARD CONFIGURATION) – shall mean and refer to that area located between the front line of the house, the rear line of the house and the side property lines.

SIDE YARD (NON-STANDARD CONFIGURATION) – shall mean and refer to that area located behind the front line of the house, between the side line of the house and the side and rear property lines.

Standard Configuration



Non-Standard Configuration



PROHIBITED ITEMS

Following is a list of items that are **Prohibited** in Creekside:

- Beekeeping
- Carpet (indoor/outdoor or artificial grass) on any exterior modification or alteration
- Dog run
- Electronic insect traps
- Garage conversion – i.e., use of a garage as a living space or for purposes other than vehicle storage
- No motor vehicles, including but not limited to trail bikes, motorcycles, dune buggies, golf carts and snowmobiles, shall be driven on pathways or Common Area, except such vehicles as authorized by the CREEKSIDE HOA for maintenance, repair, or improvement of Common Area.
- Security doors and windows incorporating bars or ornamentation such as but not limited to scallops, scrolls and imitation gate hinges.
- Signs that are permanently placed on property to advertise a product
- Subdivision (restriction on further) of existing properties to contain multiple living units
- Anodized aluminum storm window frames and doors other than white
- Storage or parking of boats, trailers, campers, mobile homes, or recreational vehicles in open view on residential property, private streets, or on open and common space.
- Commercial vehicles whose signage is not covered.

Creekside Homeowners Association

55 Shelton Dr.

Richmond Hill, GA, 31324