

# Lakefield Manor Design Standards (2008)

## 1) General Information

- i) Any structural changes, to all items listed in the following sections of this document, require prior Architectural Control Committee (ACC) approval. This is a working document; please consult your CC&R's for a complete list.
- ii) All lots are different, and every ACC request will be evaluated with respect to the individual lot and home.
- iii) All approvals of requests will take into consideration the affect upon neighboring homes.
- iv) Any design alteration or addition shall maintain the conformity and harmony of external design and general quality of the development, and maintain the streetscape.
- v) Homeowners who do not submit requests in advance, for ACC required structural changes, will be subject to a \$50 per incident fine.
- vi) Should any discrepancies exist between this document and the Lakefield Manor Declaration of Covenants, Conditions and Restriction (CC&R's), the CC&R's will prevail. For additional information regarding lot maintenance and/or structural changes please refer to your CC&R's.
- vii) ACC approval requests should be sent to Heritage Property Management, Attn: Jerry O'Meara, 500 Sugar Mill Rd, Building B Suite 200, Atlanta, GA 30350 or [jomeara@heritageproperty.com](mailto:jomeara@heritageproperty.com).

## 2) Landscaping

- i) All permanent changes to landscaping on your lot require prior ACC approval.
- ii) Landscape beds must contain natural mulch (pine straw or wood chips) or lava rocks. Mulch or rocks must be replaced when mulch starts to decay, rocks lose color, and/or bare ground is visible.
- iii) Any permanent changes or extensions to the existing flower beds or pine islands in the front, side or rear require ACC approval, with the exception of seasonal color. Seasonal color may be added at any time without ACC approval.
- iv) Permanent irrigation systems must be concealed.

v) **Trees**

- (a) Planting of trees by residents is allowed by the CC&R's. The utility companies must be called prior to digging to ensure that root growth will not damage your underground utilities. The Homeowner is responsible for any damage caused to underground utilities!
- (b) No trees that are more than 2 inches in diameter at a point two (2) feet above the ground shall be removed without prior written consent of the ACC. In addition, no flowering trees regardless of their diameter shall be removed without prior written consent of the ACC. Trees should not be planted within 4 feet of property lines or fences. An exception can be made for trees less than 10 feet in height when mature.

vi) **Borders & Lighting**

- (a) Only commercially available landscaping borders/edging is allowed by the CC&R's.
- (b) Construction bricks with holes exposed are not acceptable and will not be approved by the ACC.
- (c) Lawn lighting around front bed and/or sidewalk must meet the following specifications:
  - 1. Be evenly spaced
  - 2. Does not extend down the driveway
  - 3. All bulbs must be in working order or the lighting should not be illuminated.
  - 4. Landscape lighting is allowed by the CC&R's as long as it does not negatively affect neighbors.

vii) **Lawn Ornaments** (i.e. bird baths, statues, exterior sculptures, etc) are allowed by the CC&R's. They must be kept at a minimum and conform to the design standards of the neighborhood.

viii) **Pools**

- (1) Inground pools and decorative ponds are allowed by the CC&R's. Landscaping must hide pump equipment. ACC approval will take into consideration the affect upon neighboring homes.
- (2) Above ground pools do not conform to the external design and general quality of the development and **will not be approved** by the ACC.

### **3) Home Exterior**

- i) All changes to the exterior of your home require prior ACC approval.
- ii) Please submit a request for any modification/additions (i.e. sunrooms, screen porches, windows, front elevation, etc) to the exterior of your home.
- iii) **Shutters and doors**
  - (a) Please submit changes of color to the ACC.
  - (b) All shutters should be of a uniform design on each house.
  - (c) Front doors should be replaced with doors similar to those installed by the builder.
  - (d) Storm doors need to be painted the same color as house trim, with hardware that matches the front door hardware.
  - (e) Replacement rear doors must be similar to those installed by builder.
  - (f) Pet doors are allowed by the CC&R's on the rear side of the home only.

### **4) Exterior Lighting** - Please submit a request for any additions to or changes in outdoor lighting.

### **5) Windows**

- i) All changes to the windows of your home require prior ACC approval.
- ii) Exterior window trim must match house trim and garage door.
- iii) Replacement windows must be the same size and of the same or better quality construction as those installed by the Builder. The ACC must approve any changes such as the addition or removal of any windows prior to installation.
- iv) Window Boxes are allowed by the CC&R's.

### **6) Driveways**

- i) All changes to your driveway, including the addition of trim, require prior ACC approval.
- ii) Driveway trim is allowed by the CC&R's.

### **7) Trim & Gutters**

- i) All changes to the Trim and Gutters of your home require prior ACC approval.
- ii) Replacement gutters must match those installed by the builder. Decorative gutters are allowed by the CC&R's and will be considered on a lot by lot basis.

\*Any structural changes to your lot and/or home require prior ACC approval.

## **8) Siding**

- i) Please submit a request for all changes of siding and paint color. Include paint chips with request.

## **9) Brick/Stone**

- i) Please submit a request for any changes to the front elevations (i.e. brick/stone/shingles/etc.).
- ii) Replacement brick/stone must match that which was installed by the builder.

## **10) Roof**

- i) All changes to roofing materials and shingle color require prior ACC approval.
- ii) Roofing must be replaced with similar shingles of similar or better quality as installed by the builder. No alternative roofing material (i.e. stone, wood, tin, etc) will be approved by the ACC.

## **11) Front porch**

- i) Please submit any alterations or changes to porch lighting.
- ii) Please submit any alterations to the original front porch slabs (i.e. painting, tiled or bricked).

## **12) Back Patio / Deck**

- i) All changes to patios and decks require prior ACC approval.
- ii) Please submit any additions and modifications to decks or patios.
- iii) A variety of colored or wood stains are allowed by the CC&R's, a color chart of desired stain must be submitted to the ACC for approval prior to application.
- iv) Rear patios may be tiled with a natural toned stone or bricked with brick that adheres to the community standards.
- v) Permanently installed gazebos are allowed by the CC&R's.

## **13) Fences, Free-standing structures, and Play Structures**

- i) All changes to or additions of fences, free-standing structures and/or play structures require prior ACC approval.
- ii) Fences, freestanding structures (i.e. sheds & dog houses) & play structures are allowed by the CC&R's and must reside in back-yard, on back patio, or deck.
- iii) All sheds must comply with the CC&R's.

- (a) Sheds must be constructed of wood or a combination of wood and hardiplank siding. Vinyl or aluminum sheds are not acceptable.
  - (b) Shed paint colors, siding and shingles must match the exterior of the home.
- iv) Any structural addition to a home that is noticeable from the exterior must maintain the same appearance as the home. (i.e. same paint colors, materials, trim, height, &etc).
- v) Swing sets and playground structures that are permanently installed, should be composed of mostly wooden materials. When possible, the color of slides, swings and tents should be dark in color rather than light. Please submit a request prior to installation.
- vi) Permanent and portable basketball goals are permitted. The poles must be black. Backboard and net must be kept in good condition. Please submit a request prior to installation of either type.
  - (a) Permanent basketball goals may be placed no farther than 15 feet from the home. Approval will take into consideration the affect on neighboring homes.
  - (b) Portable basketball goals may be used in appropriate locations that do not interfere with neighbors, pedestrian or vehicular traffic.
- vii) All fences must comply with the CC&R's.
  - (a) Under no circumstance shall any fence be placed, erected, allowed or maintained upon any lot closer to the street than the rear corners of the home located on the lot unless special permission is granted by the ACC.
  - (b) Fence types that are allowed include wrought iron, dog-eared, scalloped, scooped, and shadow box fashioned. All fences shall be of uniform height between 4-6 ft.
  - (c) A variety of colored or wood stains are allowed, however color chart of desired stain must be submitted to the ACC for approval prior to application.
  - (d) All fences must face outward from the yard and all bracing materials face inward unless special permission is granted by the ACC.
  - (e) Homeowners must consult the County Platt for exact property lines prior to installing the fence. The Board and ACC highly recommend all homes have a survey before installing a fence. Homeowner is responsible for ensuring proper placement of fence.

#### 14) Parking/Work Vans/Commercial Vehicles

- i) Street parking is not allowed. Routine overnight parking by residents and /or guests is not allowed. Visiting guests may park on the street temporarily. Guests of residents, who need to park RV's, must get prior ACC approval.
- ii) Work Vans and/or Commercial Vehicles shall not be parked anywhere in the neighborhood except in the homeowner's garages. Any vehicle with signage and/or lettering as well as vehicles commonly used for work (i.e. vans, large pick-up trucks) are considered work vehicles and should be parked in the garage or left at the place of business. Any work vehicle that can not be parked in the garage or left at the place of business must seek ACC approval to park in the driveway. These approvals/denials will be evaluated based upon the individual lot and house placement.

#### 15) Flags, Signs & Holiday Decorations

- i) All permanently installed flags or landscaping décor require prior ACC approval.
- ii) The United States national flag is allowed to be displayed year-round provided it is kept in good condition.
- iii) Seasonal decorative flags are permitted and do not require ACC approval.
- iv) Decorative flags that are displayed permanently need to be properly maintained.

**Note:** The ACC meets on a regular basis and will be updating this document from time to time. Any changes made to the guidelines will be made available to all homeowners and will become effective immediately. **Revised May 2008**