

# **DESIGN STANDARDS**

**For Camden Pointe Subdivision**  
**Camden Pointe Homeowners Association, Inc.**

**5100 Mars Hill Road**  
**Acworth, Georgia 30101**

**December 2005**

# Camden Pointe ACC Guidelines

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## 1 Introduction

Dear Fellow Homeowners:

As our neighborhood ages, it becomes important for all homeowners to keep their properties maintained. Many homes are no longer new and require constant upkeep to keep the lawns and structures looking good. This is instrumental in keeping our neighborhood a desirable place to live and competitive in the home sales market. The Architectural Control Committee (ACC) and the Board of Directors are neighbors working with you to maintain our subdivision's high standards. We must consider the whole concept of the ACC in assisting homeowners toward fair and reasonable solutions, while ensuring the architectural and aesthetic integrity of our neighborhood is upheld.

This shall serve as the written document that will provide guidance as to changes, maintenance, location and size of existing and additional structures on any lot and other ACC issues. This document is available on the Camden Pointe Homeowners Association website, <http://www.camdenpointe.com>

These Standards are an interpretation of the Declaration of Covenants, **Article 5, 6, 8** and amendments, which are on file at the County courthouse. Every homeowner agreed to abide by these Covenants at their home closing. Please take some time to scan these Standards so you are aware of the items contained herein. Items are listed alphabetically so you can quickly find the topic you have a question about. Covenant reference, Article # and Section #, may be listed at the end of each standard.

These "Standards" are intended to enhance and clarify the covenants wording with respect to all improvements in the development requiring the approval of the Architectural Control Committee. The ACC may impose additional restrictions and grant variances to those restrictions. **5.5(a)**

## 2 PROCESS OF APPEALS

For any homeowner who has had a request denied by the ACC Committee, the homeowner may submit an appeal to the Board of Directors in writing within 30 days of the date of the denial as dated. Delivered personally to any current board member or sent through the U.S. mail via certified letter to the home address of the acting board President. After receiving the request for appeal from the homeowner the Board, within 10 working days may, at its discretion, let stand and uphold the decision of the ACC, or reverse and/or overrule the decision in favor of the homeowner by a majority vote of the Board members.

### **3 FINAL AUTHORITY**

Article 5, Section 4, (b); states (i) The ACC shall adopt and promulgate the Design Standards described in Section 5 hereof and shall, as required, make findings, determinations, rulings, and orders with respect to the conformity with said Design Standards of plans and specifications to be submitted for approval by the ACC pursuant to the provisions of this Declaration. The ACC shall, as required, issue permits, authorizations, or approvals, which may include specified requirements or conditions, pursuant to the provisions of this Declaration.

Article 5, Section 5, Design Standards states, among other things, The ACC shall from time to time adopt, promulgate, amend, revoke and enforce guidelines for the purpose of: (ii) governing the procedure for such submission of plans and specifications and (iii) establishing guidelines with respect to the approval and disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of Structures and all other matters that require approval by the ACC pursuant to this Declaration;

The Architectural Control Committee serves under the direction of the board of Directors. The board, at its discretion, will uphold or reverse any decision it deems necessary.

### **4 YOUR CAMDEN POINTE ARCHITECTURAL CONTROL COMMITTEE DESIGN STANDARDS for Camden Pointe Subdivision**

#### **4.1 General Guidelines for Architectural Control Committee Requests**

No structure shall be commenced, erected, placed, moved onto or permitted to remain on any lot nor shall any existing structure upon any lot be altered in any way that materially changes the exterior appearance of the structure or lot, unless plans and specifications therefore shall have been submitted to and approved in writing by the Architectural Control Committee (ACC). This includes repainting of homes, fence installations, and addition of swimming pools, tool sheds, doghouses, garages, room additions, and alterations in driveways, decks or porches. **5.6 and 6.9** A homeowner who begins work before ACC approval, risks that the work will not comply with the Design Standards and could be subject to remedial action. Reference the violation sections contained herein. Most applications submitted are typically approved.

No fees will be charged with any application unless the application requires the Homeowner's Association to expend funds during the approval process. Anytime the ACC seek professional consultations for an approval request, the fee will be a minimum of \$50, but could be higher to ensure that all Homeowners Association's costs are reimbursed. The applicant will be notified up front if your application requires professional consultation. **5.13**

Approval or disapproval is granted based on the specifications submitted with application. To preserve the architectural and aesthetic appearance of the development, the ACC upon written request, reserves the right to grant final approval when the specified project is completed. Improvement made to any lot or dwelling must be done in a professional manner. **5.7, 5.10 & 5.12** During the construction of any improvement,

the homeowner is responsible for maintaining a reasonably clean and uncluttered lot. **6.3**

Approval is in no way a guarantee of properly designed improvements nor certification that the construction meets safety standards. The Association, Board of Directors, Officers of the Association, Management Company and the ACC shall not be liable for any defects in any plans and specifications that it approves. **5.15** In every case, all dwelling and other structures shall be constructed in compliance with all applicable state, county, and municipal zoning and building restrictions. **6.10(a)**

## **5 Submitting Change Applications to the ACC**

Blank forms for Architectural Change can be found on the Camden Pointe website <http://www.camdenpointe.com> or from any ACC member. Please submit only one request per form. All request for modifications need to be submitted prior to the second Wednesday of each month, Homeowners can expect a verbal approval or a verbal rejection before the third Wednesday of each month. A signed copy should be received by end of the same month. **5.9**

Plans and specifications required to obtain approval, depending on your request may be the followings sight and elevation plan, foundation plan, floor plan, materials specifications, color scheme/samples, lighting scheme and other details affecting the exterior appearance of all proposed structures and alterations to existing structures, plans for landscaping and grading. **5.6**

### **5.1 Violations of Design Standards**

Violations of Design Standards should be reported to the management company. The ACC will be notified of said violation and will be asked to review and provide recommendations to the Board of Directors. Unapproved basketball goals, political or commercial signs on property lawns, boats or recreational vehicles in driveways for extended periods of time, and trash containers stored where visible from the street, are frequent violations.

In the event of a violation of any Standard, the Management Company shall give written notice by certified mail to the owner setting forth in reasonable detail the nature of such violation and the specific action or actions needed to be taken to remedy violation. If the owner shall fail to take reasonable steps to remedy such violation within thirty-days after the mailing of such written notice, then the Association has rights including the Right of Abatement. **8.2(a)**

The rite of Abatement allows the Association to enter upon any lot and to take actions specified in the notice to abate, extinguish, remove or repair such violation without being deemed to have committed a trespass or wrongful act. The cost thereof, including cost of collection, reasonable attorney's fees, together with interest thereon at the lower of the highest rate permitted by law or 12% to be a binding personal obligation of such owner enforceable in law, as well as a lien on such lot. **8.2(b)**

### **5.1.1 GENERAL COVENANTS & RESTRICTIONS**

**The ACC will only accept one request per ACC form.**

### **5.1.2 ANIMALS**

No animals, including birds, insects and reptiles, may be kept on any lot unless thereon solely as household pets and not for commercial purposes. Doghouses must conform to the design of the home, using the same construction materials. No animal shall be allowed to become a nuisance. If the owner has the animal off their immediate property, the owner must clean up all feces immediately from a neighbor's lot, or any common Homeowner's Association property. Owners are responsible for obeying county ordinances pertaining to pets in Cobb County. **6.11**

### **5.1.3 ANTENNAE SATELLITE DISHES**

The only exterior television or radio receiving antenna allowed is about a meter in height. This antenna/dish will be mounted on the side or rear of the house, depending on signal, and hidden from view of the street as much as possible, if homeowner is not able to mount in this manner submit ACC form.

### **5.1.4 Miscellaneous Fixtures**

Shades or window boxes shall be attached to, or hung or used on the exterior of, any window or door; sculptures, fountains, walls, and lawn ornaments and similar items must be approved by the ACC. The United States flag and seasonal temporary flags are allowed mounted to house on a four foot pole, or on a stand in the ground no more than three feet high. All windows mounted heating, air-conditioning or fan units are not being permitted. All awnings require ACC approval before installation starts. Playhouses and tree houses may be placed on a lot if approval is obtained from the ACC. Window treatments that are visible from the street must be white or off white. Any other color is subject to prior ACC approval. Front of the house, and visible sides of house from the street, must have all screens and window grills either all in or all out. **6.13**

### **5.1.5 BASKETBALL GOALS**

Basketball goals should be located on the side "of the driveway with the playing area being the driveway" or in the back yard and shall be subject to the approval of the "Architectural Control Committee". This includes both portable and permanent goals **6.8**

Article six, section 8 revised

No recreational or playground equipment shall be placed or installed on any lot which is visible from the street without seeking the prior approval of the Architectural Control Committee.

With ACC approval, basketball goals may be placed on, beside the driveway, or behind the dwelling, in accordance with current Design Standards.

The Guidelines within the Design Standards, which will apply to basketball goals, include the following:

All goals, when located on the driveway, are to be placed within the confines of the driveway, on or beside the upper half of the driveway closest to the home, or on the side of the driveway closest to the property line, at a minimum distance of twelve feet from the edge of the street abutting such lot. Permanent mounting of the backboard to the home or garage is not permitted.

Backboards must be neutral in color or clear. Poles are to be painted black, white or gray. Backboards, goals, nets and poles shall receive routine maintenance sufficient to preserve a "like new" or "nearly-new" condition at all times (no rust or torn nets).

#### **5.1.6 CLOTHESLINES, GARBAGE CANS, WOODPILES, ETC**

Outside clotheslines or other outside facilities for drying or airing clothes shall not be erected on any lot/yard, **6.13**. Garbage cans, woodpiles must be screened from view of the street or streets if on corner lot by adequate planting or fencing. Garbage containers can be placed curbside after 5 PM of the evening prior to pickup. Empty garbage containers must be re-stored by 10 PM of the evening of pickup. Cobb County Requirement

#### **5.1.7 COMMERCIAL/RECREATIONAL VEHICLES, TRAILERS, CAMPERS, TRUCKS, and BOATS**

Commercial, recreational vehicles, trailers, campers, trucks (except pickups and vans), travel buses or any such equipment are not permitted to remain on any lot in excess of 48 hours, unless stored completely inside the garage. Recreational vehicles, while parked on any lot or street in front of a lot, cannot be used for living purposes. Non-working vehicles shall be parked on any lot or street abutting or adjacent to that lot for any period in excess of 14 days. **First amendment, section 7**

#### **5.1.8 CONCRETE/CEMENT WORK**

All concrete or cement work such as patios, walkways, extended parking areas, basketball-playing areas; require the approval from the ACC prior to the start of the project.

#### **5.1.9 DEBRIS**

No rubbish or debris, including yard waste, of any kind shall be dumped, placed or permitted to accumulate on any lot. Rubbish and debris must be properly stored out of view until pick-up date. **6.3**

### **5.1.10 DRIVEWAYS**

No driveway shall be constructed or altered on any lot without prior written approval of the ACC based on plans and specification for such driveways. All driveways will be constructed with concrete and are to remain their natural color. Driveways need to be maintained, with any necessary repairs being made.

### **5.1.11 EROSION CONTROL**

No activity that may create erosion or silting problems shall be undertaken on any lot. All site-work and grading shall be subject to the approval of the ACC. The natural grade of a lot will not to be altered in any way that affects an adjacent property owner or owners. **6.4 & 5.6**

### **5.1.12 FENCES**

No fence or retaining wall of any kind shall be erected, or altered on any lot without written approval from the ACC after review of plans, specification, or a site visit. Fences cannot exceed 6 feet in height. Wood fences must be installed with the good or finished side facing outward. It is encouraged that neighbors share a common run of fence whenever possible. Chain-link fence dog runs in back or side yards are not allowed in Camden Pointe. **6.6**

### **5.1.13 GARAGES/TOOL SHEDS**

All garages must have doors, and each garage door must be coordinated in design and color with the dwelling to which it belongs. **6.10(g)**

Garages or sheds may be placed on a lot if approval is obtained from the ACC. Materials used to construct a garage or shed must be the same as the homes in Camden Pointe., gabled rooflines with siding of hardy plank or fiberboard. **6.9**

### **5.1.14 INTERIOR**

Interior improvements **do not** require approval by the ACC, however, may require county permits.

### **5.1.15 LAKES/PONDS/CREEKS/STREAMS**

No canals, docks, or other water structure shall be erected adjacent to or on any lake, pond, river, stream, or creek without prior written approval from the ACC. **6.14(a) (i & ii)**

No fencing or accessory structure shall be placed within 30 feet of a lake or pond without prior written approval from the ACC. **6.14(a) (iv & v)**



No clearing or landscaping shall be allowed within 30 feet of the lake without prior written approval from the ACC. **6.14(a) (v)**

No powerboats allowed; no boat longer than 15 feet, except canoes, shall be launched or used on lakes, ponds, rivers, streams, creeks or other water. Additionally, no boat or canoe shall be allowed to remain in the water while it is not in use. **6.14(b)**

**5.1.16 MAILBOXES**

The design standards for mailboxes in Camden Pointe indicate solid black metal mailboxes mounted on approved wooden posts painted with "Camden Pointe Green", a specific color on file at Home Depot. (This same color is on our street signs). You may build a new mailbox post if required using the old one as your pattern or we are aware of two (there may be others) company you can purchase one from the following: **6.10**

Mark Rice Phone # 770.427.1777 or send Mark [e-mail \(6rices@bellsouth.net\)](mailto:6rices@bellsouth.net)  
 Greg Blake Phone # 770.917.0869

**5.1.17 MAINTENANCE**

The exterior of the main dwelling as well as all other accessory structures on the lot must be properly maintained. This includes, but is not limited to, peeling paint, mildew problems, building repairs, and lawn maintenance. Landscaping must also be maintained in an appropriate manner.

Areas	Guidelines
Mowing of lawn	Grass is over 6 inches in height. This includes backyard if visible from street.
Edging of sidewalks, driveway, curbs and beds	Creeping of grass should not exceed 3 inches This includes backyard if visible from street.
Weeds in Flower Beds	Weeds cannot cover more than 20% of any bed. This includes backyard if visible from street..
Weeds in Grass	Weeds or grasses, other than primary grass, are not to exceed primary grass by more than 2 inches. Blanket of lawn must be composed of 90% primary grass, such as Bermuda.
Trimming of grass	Grass should be uniform in height to lawn around beds, trees, mailboxes, retaining walls, etc. This includes backyard if visible from street. All grass clippings are to be removed from lawn and street
Trimming of bushes	Bushes should be trimmed to retain shape and fullness. Bushes or plantings may not conceal numbers on mailboxes. Any dead trees, bushes, or plants are to be re-moved and disposed of.
Sales Signs	One "For Sale" sign per property, including directional signs. Directional signs cannot be placed throughout development.
Garbage Cans	Garbage cans need to be stored where not visible from street or streets, if home is located on a corner lot. Cans are not to be stored in

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	front of garage. Cans may be stored on side of house if concealed by a bush large enough to fully block the entire can or stored in fenced storage area, or garage,
Maintenance of shutters/doors	Doors and shutters need to be re-paired or replaced as needed. This could include warping, rotting, nail pops, or any additional damage. This should include correcting any deficiency not corrected by builder.
Adding of groundcover (pinestraw, mulch, etc.)	Groundcover needs to be added if 25% or more of the ground is visible. This may include mulch, pinestraw, lava rocks, natural growing ground cover, or stone
Window inserts and screens	Window inserts or screens need to be consistent among visible windows from street. Inserts need to be in good condition (not broken or missing from some windows) Screens and inserts are either all in or all out.
Painting of House	Siding is blotchy and paint looks uneven or faded. Trim or siding is peeling, wood is rotting, shutters/door show signs of fading.
Mold/Mildew	Black or green growth visible from street either on house or roof.
Composting of organic matter	Yard waste cannot be composted on property.
Fences	All fences must receive ACC approval prior to installation. Any warped or rotted pieces of fence need to be replaced. Fences are to be installed with finish or good side facing outward from yard. Fences to be installed off the side portion of house.
Flags and Flag Poles	US flags may be displayed all the time on short flag poles attached to the home. Seasonal flags may be displayed at appropriate seasons. No tall, in ground flagpoles allowed.
Boats, RV, Campers, Trailers parked on lot or in street	Boats, RVs, Campers, Trailers cannot be parked on a lot for longer than 48 hours. If storing at home, must be stored totally within the garage of the home.
Construction by lake	No construction is allowed within 30 feet of lake without prior approval from ACC. This would include such things as docks, decks, gazebos, grills, patios, etc. This also includes the removal of trees and bushes within 30 feet of the lake.
Piles of wood, bricks, etc.	Building materials and firewood need to be stored where not visible from street or streets. Building materials need to be re-moved from exterior lot at completion of project.

No tree shall be removed without the express consent of the ACC except for:

- (a) Diseased or dead trees
- (b) Trees needing to be removed to promote growth of other trees.
- (c) Safety reasons

### **5.1.18 PAINT**

Changes in paint color can drastically affect the overall appearance of the development. All exterior painting, including, but not limited to, siding, trim, shutters, stucco, doors, fences, and decks are subject to approval by the ACC. The ACC has been tasked with maintaining harmonious color schemes within Camden Pointe. You are required to submit an ACC form for all exterior painting, even if painting in original colors. Please include a color sample for each color you will be using in the painting of your home. No approval will be granted without sample colors. Approval from the ACC must be obtained prior to painting, **(5.5(a) & (iii) and 5.6e.**

### **5.1.19 PARKING**

Adequate off-street parking is provided at each residence. The designated parking area at a home is within the garage or driveway unless otherwise approved by the ACC. Please limit parking on the street. **6.10. f**

### **5.1.20 SIGNS**

No signs (political, contractor, etc.) shall be installed on any lot or on any portion of a structure except: signs required by legal proceedings, one "For Sale" sign per lot, or directional signs intended for vehicular or pedestrian safety. Realtors are not permitted to place directional signs on lots or common areas within Camden Pointe, with the exception of directional signs placed on the day of a scheduled Open House. No such sign shall be permitted on any such lot without that homeowner's permission in writing. All signs as such to be removed at the completion of the scheduled Open House. **6.5**

### **5.1.21 SWIMMING POOLS**

In-ground swimming pools are permitted on a lot if approval is obtained from the ACC. Above ground, pools are not permitted, even if built into the ground. Pool and pool filters must be concealed from view of the street. Plans for concealment are to be submitted with plan specifications to the ACC. **6.9**

### **5.1.22 Recreation Equipment**

Swing sets and trampolines may be placed on any lot so long as such equipment cannot be viewed from across the street in front of the home. Homes on corner lots will be exceptions to this statement and will require ACC approval for placement. ACC approval is not needed or installation of such equipment as long as homeowner abides by above stated guidelines. Any other recreation and playground equipment must have ACC approval before installation on any lot. Recreational equipment (such as soccer goals, bikes, strollers, skateboard ramps, etc.) must be stored when not in use. **6.8**