

The TERRACES at *WILLOW SPRINGS*

Design and Maintenance Standards

Last Update Date: November, 2004

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PREFACE

The Terraces at Willow Springs (The Terraces) Design and Maintenance Standards are hereby amended as of November, 2004, by The Terraces Board of Directors and its Architectural Control Committee (ACC) under the authority provided in “The Terraces at Willow Springs Declaration of Covenants, Restrictions and Easements” (Declaration). They replace any and all previously published and distributed Design Standards for the Terraces.

These Terraces Design and Maintenance Standards apply to all new construction, alterations, modifications, additions, repainting and maintenance of Terraces structures, lots and common areas.

The requirements of these Terraces Design and Maintenance Standards shall be in addition to and not in place of the requirements and provisions of the “Terraces at Willow Springs Declaration”. Any homeowner not possessing a copy of the Terraces Declaration may contact any member of the Terraces Board of Directors for a complementary copy.

If a Terraces homeowner proceeds with any exterior alterations, modifications, additions, or repainting without the prior written approval of the Terraces Architectural Control Committee (ACC), the homeowner runs the risk of having to correct any violation at the homeowner’s expense.

The rights of Authority and Abatement are described in Article XI, Section 11.02; and in Article XII, Section 12.04 of the Terraces Declaration referenced above.

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1. AUTHORITY

These Terraces Design and Maintenance Standards are promulgated pursuant to the authority granted to the Terraces Board of Directors and its Architectural Control Committee (ACC) in Article VIII, Section 8.05, and Article XI, Section 11.01 of the Terraces Declaration of Covenants, Restrictions and Easements (Declaration), recorded in Deed Book 9636, page 1, Fulton County, Georgia real estate records as amended on July 31, 1985.

2. PURPOSE

Modification plans must be submitted to and approved by the ACC pursuant to the Terraces Declaration and these Terraces Design Standards for the sole and exclusive purpose of assuring that all structures and landscaping within the Terraces Development are in conformity and harmony of external design with the Design and Maintenance Standards of the Terraces Development. Also, to assure that all Terraces lots are maintained, and that other restrictions are adhered to pursuant to the Terraces Declaration and these Terraces Design and Maintenance Standards.

3. DEFINITIONS

The definitions(s) of various words and terms used herein (such as “ACC”, “Board of Directors”, “Owner”, “Lot”, “Declaration”, etc.) shall have the same meaning as such words and others have in the Terraces Declaration.

4. SUBMISSION OF PLANS

- A. A complete set of detailed scaled drawings or plans for any proposed structure, modification, addition or major landscaping change must be submitted for approval.
- B. Any change in the approved plans must be resubmitted for approval.

5. APPROVAL OF MODIFICATIONS OR REPAINTING

Any request for modification or repainting must be submitted to the ACC for approval prior to the start of any modification work, using the **TERRACES MODIFICATION APPROVAL FORM** shown in Appendix “C”. Copies are available from any Terraces Board member. The Terraces Board or ACC has 45 days to respond to a modification request.

6. OWNER MODIFICATION CONSIDERATIONS

Any owner submitting plans for any modification should take into consideration the effect on adjacent and nearby properties. The proposed modification must be harmonious and consistent with surrounding structures and topography. Also, any modification should not create an obstruction of view from neighboring lots, or create any change in surface water runoff onto neighboring lots. The ACC will be alert to such considerations and may offer suggestions to aid in the approval process.

7. GOLF COURSE LOTS

- A. **APPEARANCE:** The rear of Golf Course lots must be properly maintained, and be uncluttered and clear of debris, trash, dead trees and bushes, fallen tree limbs, weeds, kudzu vines, etc. Excavation dirt and debris may not be pushed or allowed to accumulate at the rear of the lots, and trash holes may not be dug to receive such trash and debris. In other words, the rear of Terraces Golf Course Lots are to be considered as front yard elevations and are to be maintained as such.

- B. **LANDSCAPING:** The rear of golf course lots must be landscaped per the overall landscape plan. Upon the completion of any construction, the rear and sides of the property in view of the golf course and street must be cleared of all construction and other debris and restored with adequate shrubbery, trees and pine-straw.

8. DESIGN

Any new or replacement Terraces home must be of the same basic exterior design as of the original models constructed by Pan Gulf Corporation and Redden-Smith Builders so as to maintain a consistent and harmonious Terraces style.

- A. **MINIMUM HOUSE SIZE:** No single family residential Structure shall be located on any Lot unless the Structure shall have at least 2,000 square feet of heated living area. Any such Structure shall have not less than 1,000 square feet on the ground floor and at least 2,000 square feet of total heated living area. No such Structure shall exceed three stories in height, including basement.

- B. **SETBACKS:** Building area setbacks shall be within the recommended building lines indicated on the recorded Terraces subdivision plats. In no event shall the set backs be less than those required by the Fulton County and City of Roswell Ordinances.

- C. **GARAGES:** All garage doors should be equipped with automatic door closing devices. For security and appearance considerations, garage doors are to be kept closed when not in use. (Terraces Declaration, Section 10.11) Garage doors shall be coordinated in design and color with the house structure and if replaced, the material, color and design must be specified on the plans submitted to the ACC for approval.

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- D. **WINDOWS AND DOORS:** Silver-finish aluminum doors (including sliding doors and windows) shall not be approved. A factory-painted finish may be used, the color of which shall be specified in the plans submitted to the ACC for approval and shall be subject to the Color Guidelines contained in Appendix "A" of these Design and Maintenance Standards. Prefinished or field finished aluminum clad wood and vinyl clad wood windows may be used as replacement windows.
- E. **EXTERIOR MATERIALS AND COLORS:** Exterior materials and colors on all Terraces homes must be specified in the plans submitted to the ACC for approval and shall be subject to the Material and Color Guidelines contained in Appendix "A" of these Terraces Design and Maintenance Standards. Should a homeowner wish to make changes in these color schemes or design their own colors, this may be done only by consulting with and receiving the approval of the ACC in order to achieve a well coordinated and harmonious color scheme throughout the community.
- F. **ROOFS:** Plumbing, heating vents, exhaust fans, sky-lights, or any other structures shall not penetrate roof surfaces which face the street or streets adjacent to the residential structure. All roof stacks and flashings must be painted to blend with roof colors.

Two roof materials/styles are approved as the Design Standard for Terraces homes as replacements for the **MASONITE WOODRUF** shingles which were the original Terraces Design Standard:

- 1) The 30-year warranted **GAF TIMBERLINE** Architectural Asphalt Roof shingles, (Weathered Wood Blend Color).
 - 2) The 30-year warranted **ELK PRESTIGE** Architectural Asphalt Roof Shingles, (Weathered Wood color).
- G. **DRIVEWAYS:** Terraces driveways shall be constructed with concrete. Other hard surface materials may be approved by the ACC only if an exception is requested when plans are submitted to the ACC for approval. Existing trees, topography, landscape and neighboring driveways should be given consideration and where possible driveways should curve.
- H. **LANDSCAPING:**

- 1) **PLANS:** A detailed written plan of landscaping must be submitted to the ACC prior to the installation of any materials. This plan should include a drawing to show location, variety and size of all plant materials and "hardscape" items such as fences, walls, Lot boundaries, etc. Any approved plan must be completed within six (6) months.
- 2) **TREE REMOVAL:** No tree having a diameter of six (6) inches or more measured from a point two (2) feet above ground level shall be removed from any Lot without ACC approval.
- 3) **YARD AND LOT MAINTENANCE:** As stated in Article V, Section 5.01 of the Terraces Declaration, "Unless specifically identified herein as being the

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responsibility of the Association, all maintenance and repair of a Lot, together with all improvements thereon, shall be the responsibility of the Owner of such Lot and the Owner shall keep such Lot and improvements in a state of good repair and appearance". Each Owner shall be responsible for maintaining, repairing, replacing and watering the grass, shrubbery, hedges, trees, ground-cover and other landscaping throughout the owner's lot.

- a. Weeds and grass should not be allowed to grow into flower beds and landscaped areas.
 - b. Homeowners must not allow shrubs and trees to become overgrown causing them to hang over curbs, eaves, driveways, etc., and to obscure windows, doors, mail boxes and street lights. Dead limbs, branches and sucker growth should be pruned so as to maintain a neat manicured appearance.
 - c. Since some plants have limited life spans, dead plants should be promptly removed and replaced at the earliest possible time.
 - d. Terraces homeowners, including absentee Terrace's homeowners/ lessors are reminded that they are fully responsible for the continued maintenance, and neatness of their Terraces property at all times. When absent, arrangements should be made to provide for the on-going maintenance of their entire Lots (front, side and rear).
 - e. Terrace's homeowners are responsible for the replacement of sod, etc. when it des or becomes very thin. As provided in Article V, Section 5.01/5.02 of the Terraces Declaration, each Owner shall be obligated to pay for the costs, incurred by the Association for the maintenance, cleaning, repair or replacement of any item which is the responsibility of the Owner, but which responsibility such Owner fails or refuses to discharge.
- 4) **APPROVED LAWN SOD:** The original Terraces Developers (Pan Gulf Corporation and Redden Smith Builders) established the standard of utilizing **Hybrid Bermudagrass** for all Terraces lawns. The Terraces Board and ACC have since expanded that standard to also include **Emerald Zoysiagrass**, which is similar in appearance but is somewhat more shade tolerant.

It is recognized that some Terrace's homeowners may desire to have grass in the rear of the home, in areas that may be highly shaded and where Hybrid Bermudagrass and Zoysiagrass may not survive. The Terraces Board/ACC will consider such Requests for Modification to allow **Fescuegrass** as a rear yard alternative.

- I. **POOLS and SPAS:** Detailed plans for proposed swimming pools, spas, hot tubs and surrounding decks, fencing, screening and landscaping must be submitted to the ACC for approval before any clearing, grading or construction is begun. **The raised (above ground level) pools, spas or hot tubs will not be approved.**

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- J. **ANTENNAS/ SATELLITE DISHES:** As stated in Article X, Section 10.09 of the Terraces Declaration, no “antennas” shall be erected, used or maintained outdoors on any portion of the development, without the prior written consent of both the Terraces ACC and the Master Association. If approved by the Terraces ACC and Master Association, all restrictions stated in Section 10.09 and all local ordinances must be met. 18” diameter satellite dishes are approved for use. Screening should be used to prevent visibility from the road and as a consideration to neighboring homeowners. Mounting location and screening must be submitted to The Terraces ACC for approval prior to installation.
- K. **MOTOR VEHICLES, TRAILERS, BOATS, ETC.:** This section is included herein to emphasize all of the provisions and intent of Section 10.11 of the Terraces Declaration. The Terraces is a cluster home community with small homes on small lots and in most instances with small curb frontages. Therefore, as stated in Section 10.11:
- 5) There shall be no outside storage or parking upon any lot or any portion of the common area Common Area (including the curb frontage) of any automobile, mobile home, trailer, motor home, tractor, truck, camper, camper-trailer, boat, boat trailer, motorcycle, motorized-vehicle, motorized go-cart, or any other transportation device of any kind, **except (i) for no more than one automobile, motorcycle, or passenger minivan which may be parked in the driveway portion of each developed lot. Curb parking of such vehicles is not permitted, except for occasional emergency, guest or service vehicle parking.**
- L. **PREFABRICATED OR FACTORY BUILT STRUCTURES:** Shall not be permitted within the Terraces, and such manufactured units/materials shall not be employed as elements in the construction of structures affixed to real property within the Terraces.
- M. **SIGNS:** Any allowable signs must conform to and be consistent and in harmony with the quality standards of the Terraces Development...Hand lettered, unprofessional looking signs made of non-durable materials and poorly supported signs that project a shoddy appearance will not be permitted or approved.
- 1) **Political Signs:** One sign may be placed on a Lot seven (7) days before an election and must be removed the day after the election
 - 2) **Garage Sale Signs:** One sign may be placed on the Lot where the sale is being held and on the day of the sale only.
 - 3) **Contractor Signs:** Such signs are not allowed throughout the Willow Springs Development, including the Terraces.
 - 4) **Home for Sale Signs:** One sign is allowed in the front yard. One additional sign may be placed in the rear yard of Golf Course Lots.
 - 5) **Location of Signs:** Any of the above sign types are to be placed only on the private property of the homeowner. Signs may not be placed on public, Willow Springs or Terraces property such as the common property of the entrance areas or street signposts. (The placement of signs on street

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signposts is also forbidden by the Roswell Littering ordinance). Such signs will be removed and the homeowner will be subject to fines.

- 6) Signs other than the ones mentioned above are not permitted without the approval of the Terraces Board of Directors.
- 7) **Sign Violations:** Each violation is subject to a violation of \$25 billed to the property owner where the sign is placed or billed to a name or address found on a sign placed on the public, Willow Springs or Terraces property, i.e. the entrances or other common property.

N. **FENCES:** Fencing can be approved by the ACC for the rear of Terraces lots, but should not intrude into Golf Course and Lake Easements. The following other restrictions apply:

- 1) No fence or wall of any kind shall be erected, maintained or altered on any Lot without the written approval of the ACC.
- 2) A distinction is made between wood deck fencing and yard fencing:
 - a. The usual and preferred deck fencing consists of a 36 inch high horizontal railing with cedar or treated wood vertical posts. Any additions or extensions of deck fencing must conform to existing designs. If none presently exist, new deck fencing should be consistent with adjacent home deck fencing.
 - b. Yard fencing is defined as fencing, other than deck extensions, that extend into the rear yard area. The following guides apply when submitting requests for new or modified yard fencing:
 - i. Should be either natural (unpainted), split rail style open-view cedar or treated wood with two or three horizontal rails not over 48 inches high, or black wrought iron/ aluminum posts, rails and pickets with vertical picket spacing at 4" centered, and an overall height not over 48". Solid, closed-view fencing is not appropriate.
 - ii. May extend from the rear corner area of the home rearward to the back area of the yard and not forward beyond the widest side wall of the home (in order to minimize its visibility from the street).
 - iii. May include open-view wire mesh screening when necessary for pet containment or security (not the chain-link type).
 - iv. Screening shrubbery on the fence perimeter may be required to further minimize visibility from the road and as a consideration to neighboring homeowners.
 - v. Fencing must not violate any easements or adjacent lot lines.

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- O. **CLOTHESLINES:** No outside clotheslines may be placed on any Lot that is visible from any Terraces common property, adjacent Lot(s), golf course or from the street.
- P. **RECREATIONAL EQUIPMENT:** There shall be no basketball backboards, soccer goals, or other similar recreational equipment installed upon any Terraces lot or Common Area without the prior written consent of the Terraces Board of Directors or ACC.

Such equipment is not permitted in the front or side portion of any Terraces lot and is also not permitted in the rear or side portion of golf course and lake lots.

- Q. **ANIMALS:** No animals, including birds, insects and reptiles, may be kept on any Lot unless kept thereon solely as household pets and not for commercial purposes.

No animals shall be allowed to become a nuisance. No Structure for the care, housing or confinement of any animal shall be constructed, placed or altered on any Lot unless plans and specifications for such Structure have been approved by the ACC. See Article X, Section 10.08 of the Terraces Declaration for further details.

- R. **MAIL BOXES:** All mailboxes must conform to the Terraces and U.S. Postal Service Specifications. See Appendix “C” for Specifications and Design Requirements.
- S. **VINYL/ALUMINUM SIDING:** The Terraces Design and Maintenance Standards does not include any provision for Vinyl or Aluminum Siding. Therefore Vinyl and/or Aluminum siding materials are not authorized as a structural modification in the Terraces.

9. EASEMENTS

Certain perpetual easements for utility-lines, storm drains and sewer-lines exist on all Terraces Lots. These are shown on recorded deeds, maps or plats for individual lots.

In addition, those Terraces lots that border the Country Club of Roswell Golf Course and/or Lake have other perpetual Maintenance and Access Easements for which specific fence, structure, planting and tree removal restrictions apply: Ref. Willow Sprigs “DECLARATION OF COVENANTS, RESTRICTIONS AND EASEMENTS” for Unit #24 from Book 9327, Page 94-96 in the Willow Springs Declaration of Covenants, Restrictions and Easements filed with the Georgia, Fulton County Clerks Office Superior Court on Jan. 3, 1985:

- A. Lots 1 through 11 and Lots 21 through 34 all have a perpetual five foot Golf Course Maintenance and Access Easement.
- B. Lots 11 through 14 and Lots 16 through 21 all have a perpetual twenty-five foot Lake Maintenance and Access Easement. Note that Lots 11 and 21 have both a golf Course and Lake Easement
- C. Lot 15 and Lots 36-39 do not border the Golf Course or Lake, and therefore have neither a Golf Course nor a Lake Easement.

APPENDIX “A”

**The TERRACES AT WILLOW SPRINGS
DESIGN AND MAINTENANCE STANDARDS**

MATERIAL AND COLOR GUIDELINES

A. MATERIALS.

1. **Wood Lap Siding** – Natural wood or wood composition lap siding may be used. Fiber-cement horizontal siding (such as Hardiplank) with similarly matching textures and profiles may be used. Submit samples for approval.
2. **Brick** – No painted or used brick and no weeping mortar may be used. Brick samples must be submitted for approval to assure harmony with other Terraces homes.
3. **Stucco** – Stucco must be of similar construction, finish and appearance with that of other Terraces stucco homes.
4. **NON-NATURAL MATERIALS** – Non-natural materials are not authorized for use within the Terraces. Such unauthorized materials include (but are not limited to) metal, vinyl or plastic used for decks, fencing, lattice screening, trellises, window shutters, etc.

B. COLORS.

1. The exterior color surfaces of all Terraces homes shall be compatible and harmonious with the colors of adjacent and near-by Terraces homes. Highly reflective and bright, distracting standout colors are unacceptable and cannot be approved in the Terraces.
2. The predominate primary color for the large exterior portion of Terraces homes shall be of a subdued light, earth-tone shade. Dark, harsh or otherwise standout colors are unacceptable. The decision of the ACC will be determinative.
3. The secondary home color shall be compatible and harmonious with the primary home color, and shall be limited to such architectural details as fascia/trim, framing, shutters, doors, etc. The secondary home color should be consistent for the entire home. Front doors may have an accent color that is compatible and harmonious but not obtrusive. The ACC's decision will be determinative.
4. The predominate/ primary color shall not be the same as adjacent or very nearby homes.
5. If any of the original or existing home color(s) are to be changed, details of the color names and paint samples of the proposed exterior colors must be submitted with a modification Approval Form to the ACC for consideration and approval.

APPENDIX “B”
The TERRACES AT WILLOW SPRINGS
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SCREENING GUIDELINES

- A. **REASON FOR FENCING:** Screening may be used to define private spaces or to attract or divert attention to or from particular views if approved by the ACC.
- B. **OBJECTS TO BE SCREENED:** Screening may be used for:
1. Free standing utility apparatus, such as transformers and switching equipment.
 2. Exterior ground level machinery, such as heating and air conditioning equipment.
 3. Outside storage areas for equipment and supplies.
- C. **METHODS OF SCREENING:** Subject to the approval of the ACC, the following methods of screening may be used:
1. **Earth Banks and Berms** – Such earth banks and berms shall have a maximum slope of 2:1 and be covered with grass or plantings acceptable by the ACC.
 2. **Plantings Screens and Hedges** – The specie and layout design to be approved by the ACC.
 3. **Fences and Walls** – Such fences and walls shall:
 - a) Compliment the design, texture and color of all structures on the same Lot;
 - b) Be a maximum of 6 feet above grade in height;
 - c) Decrease in height and increase in transparency with increasing distance from a structure so as not to obstruct views;
 - d) Include planting as an integral component and;
 - e) Should not attract attention as a distinct architectural element.

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APPENDIX “C”
The TERRACES AT WILLOW SPRINGS
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MAILBOX SPECIFICATIONS

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APPENDIX “D”
The TERRACES AT WILLOW SPRINGS
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MODIFICATION APPROVAL FORM