



PARKSIDE WALK COMMUNITY ASSOCIATION
ARCHITECTURAL & LANDSCAPE REVIEW COMMITTEE
ARCHITECTURAL & LANDSCAPING GUIDELINES
JANUARY 2010

January 28, 2010

Dear Parkside Walk Neighbor,

The Architectural & Landscape Committee (the “ALRC”) was formed by the Parkside Walk Community Association (the “PWCA”) Board under the direction provided by Articles 6 Architectural Standards and Article 6.7 Architectural Review Committee of the Declaration of Protective Covenants, Conditions, Restrictions, and Easements for Parkside Walk (PWCA Covenants). Article 6.2 Guidelines and Procedures permits the ALRC to establish architectural and landscaping guidelines for the community.

Since the formation of the ALRC in May 2009 we have reviewed and processed approximately 20 homeowner architectural or landscaping requests. As part of this process we have established certain general guidelines and standards. We felt it would be helpful to the community to publish our guidelines to date in a comprehensive document. The resulting guidelines presented herein are intended to aid homeowners and the ALRC in processing requests.

We intend to update and re-distribute these guidelines twice a year. If there are significant updates between distributions, we will separately communicate that to the community via your email address on record with the Board.

We hope that you find these guidelines useful. Any and all feedback is welcome.

Kind regards,
ALRC

I. ADMINISTRATIVE CONSIDERATIONS

The ALRC typically meets once a month on the first Saturday of each month, except in the following circumstances:

- The first Saturday of the month is a holiday, in which case the next non-holiday Saturday is designated for the meeting;
- An alternate date within the month is selected as approved by a majority of members to ensure a particular meeting is adequately attended; or
- In instances where there are no homeowner requests and no pending / pressing agenda items, a monthly meeting may be postponed.

Any PWCA homeowner is welcome at any meeting. Please notify the ALRC Committee Chair in advance if you plan to attend so we can appropriately plan seating, agenda, etc.

Architectural or landscaping requests should be forwarded to the ALRC Committee Chair in advance of any particular meeting. Generally, a reminder meeting notice is sent via email to all PWCA homeowners prior to the meeting with instructions and suggested timeframes to receive requests.

The ALRC actions are recorded in an official actions log. These actions are assigned a reference number in a year /request number format. PWCA homeowners submitting a request to the ALRC will receive written documentation of the ALRC's action. This written action will typically be via email, but in some instances may be by letter. The ALRC Committee Chair generally communicates approval decisions, but this may be designated to other ALRC members or the PWCA Board from time to time. The written communication will reference the ALRC action, any special considerations, and your reference number. For your records you may wish to keep this communication.

Please note, if any conflict exists between these guidelines and the PWCA Covenants and Bylaws, the latter shall govern. However, from time to time, as is common among homeowner associations, a variance waiver may be approved for a specific requirement outlined in the PW Covenants. This document addresses a few such areas where we anticipate approving some variance waivers as allowed under Article 6.5 Variances (i.e.; variances from strict compliance with the provision for white and off-white only window treatments) and some areas where we do not anticipate approving any variances (i.e.; window bars).

All of the ALRC's approval actions, even if not expressly stated in the approval action, are subject to the homeowner accepting responsibility for obtaining any required building permits and compliance with local building codes. If non-compliance with local building codes is determined at a later date the homeowner agrees to bring the improvement into compliance.

Lastly, it should be noted that no exterior work or improvements (unless exempted by the PWCA Covenants or these guidelines) should be commenced without the express written consent of the ALRC as mentioned above. The PWCA Board has the right to impose fines or penalties, and to remove or restore at the homeowner's expense any unapproved improvements.

II. EXTERIOR PAINT COLORS

A. General Provisions & Standards

Craftsman-inspired colors were utilized by the Builder to establish the Community-Wide Standard for the Parkside Walk development. The exterior paint design is consistent in the use of a three color scheme approach (base, trim and accent).

The ALRC intends to uphold the use of craftsman-inspired colors and the three color scheme approach to maintain the Community-Wide Standard already existing in the neighborhood. Homeowners who wish to re-paint their homes using the exact same colors, in the same combinations, do not require ALRC approval.

Requests for other exterior paint schemes should be complimentary to existing paint styles represented in Parkside Walk and keep with the three color scheme approach. The ALRC is in possession of the original color schemes offered for Phase 1. (These were Duron paints, now Sherwin Williams). See [Exhibit 2](#).

Other color schemes have been added to the approved list by the ALRC per homeowner requests, based on the criteria specified above. See [Exhibit 2A](#) for additional color schemes approved since May 2009.

For front porches the railings should be painted in the same color as the house trim color, which is the current Community-Wide Standard.

In keeping with the Community-Wide Standard originally established by the Builder, the ALRC asks that homeowners not request to paint their homes the exact same color scheme as their immediate next door neighbors or homes directly opposite (or otherwise on adjoining lots).

B. Porch Ceilings

There are generally two types of porch ceilings represented in Parkside Walk; decking (or plank) board and beaded board.

- Decking (or plank) board is commonly seen on the ceilings of first floor porches where there is also a second floor porch. (i.e., the decking boards making up the second floor porch also serve as the ceiling for the first floor porch, albeit for a small air space).
- Beaded board ceilings are commonly seen on the second floor front porch ceiling. Alternatively, for houses without a second floor front porch, the beaded board ceiling is typically present on the first floor front porch.

Guidelines for each type of porch ceiling are detailed below:

Decking Board Ceiling:

Decking board ceilings may be stained the same color as the shingles or painted the same color as the house's trim. Other requests should be directed to the ALRC for approval.

Beaded Board Ceiling:

The Builder originally painted (with few exceptions) the beaded board ceilings the same color as the house trim. Painting or re-painting a beaded board ceiling in the same color as the house's trim is permitted.

Alternatively, the ALRC has approved a traditional Southern "sky blue" porch ceiling for use on beaded board porch ceilings. This is representative of the sky blue porch ceilings found on some older homes from the early 1900's. This option can be viewed on 1145 Verandah Lane. The paint used was Valspar "Tropical Spray" # 5004-7A.

Any requests to paint a beaded board porch ceiling other than the home's trim color should be directed to the ALRC for approval.

III. RESIDENTIAL PERIMETER FENCES

The ALRC intends to preserve the Community-Wide Standard by promoting consistency of fence styles in Parkside Walk. Therefore, new fences should conform to existing residential perimeter fences in Parkside Walk. The following residential perimeter fence type is permitted:

Type: Wood

Style: Dog-eared style

Height: 6 ft

Location: Fence locations must comply with all local building codes and set-back restrictions. In addition to any restrictions based on local building codes, the proposed placement of any fence must receive written approval from the ALRC. Prior to constructing a fence, your fence request with description of materials, style, height and diagram of the lot with location of fence indicated must be submitted to the ALRC for consideration.

Please refer to Article 7.16 Fences of the PWCA Covenants for additional details.

Certain homes, primarily in Phase 2 (specifically the backyard fences which boarder the nature preserve and houses with a basement garage having a “stepped landscape” design) have a short deck railing type fence in certain areas. Where this type of fence already exists it may be replaced with the same design.

New additions of a short deck railing type fence will be considered on a case-by-case basis.

Permissible PWCA fence examples are presented in [Exhibit 3](#).

IV. EXTERIOR STAINS

A. Shingle Stains

Shingle stains must be clear or semi-transparent. Solid stain or paint is not allowed on shingles.

The following table indicates shingle stains that have been approved to date. It should be noted that the ALRC intends to approve other clear or semi-transparent shingle stains on a case-by-case basis that are consistent / complimentary with those already represented in Parkside Walk.

If you intend to re-stain your shingles with the exact same shingle stain as currently on the house, this will be approved. Please inform the ALRC when re-staining so that we can add your stain to our list of PWCA approved stains. We have not been able to locate a comprehensive list of shingle stains originally used by the Builder, so it is anticipated the following list will grow as we are able to learn what was used previously by the Builder.

Shingle Stain	Example of Shingle Stain
Cabot Clear Solution "3002 Cedar	2646 Porchside Place
Sherwin Williams Deckscapes Semi Transparent Cider Mill	2636 Porchside Place and 2604 Porchside Place

B. Porch & Deck Flooring Stains

Porch or deck flooring stains may be clear, semi-transparent, or solid.

The following stains are pre-approved for front porch floorings and rear deck floorings and / or rails. (These primarily represent requests that have been submitted and approved to date.)

The ALRC intends to approve other clear, semi-transparent, or solid porch and deck stains on a case-by-case basis that are consistent / complimentary with those already represented in Parkside Walk.

Porch / Deck Stain	Example of Porch / Deck Stain
Ready Seal Natural Cedar	2513 Kickerillo Way
Sherwin Williams Ranchero Red	2604 Porchside Place

Note: If you plan to re-stain your porch/deck with the same porch/deck stain as currently on the house, this will be approved. Please inform the ALRC when re-staining so that we can add your stain to our list of PWCA approved stains. We have not been able to locate a comprehensive list of porch/deck stains originally used by the Builder.

Also note: for front porches the railings should be painted in the same color as the house trim color, which is the current Community-Wide Standard.

C. Fence Stains

Fence stains must be clear or semi-transparent. Solid stain and paint is not allowed on fences.

Three fence stains are approved for use, representing a light, medium and dark option. Fence stains have been limited to three choices to strike a balance between providing for some variation in stains and maintaining relative uniformity in the neighborhood. Fewer stain options have been made available for fences vs. shingles or porches based on the following reasoning:

- A desire for fences to fade into the background vs. becoming noticeable architectural features; and
- Fences typically connect with other fences from neighboring houses (making a transition between two different stains more noticeable).

The three approved fence stains are:

Fence Stain Option	Stain	Example of Fence Stain
Light	Behr Waterproofing "Natural"	2533 Kickerillo Way
Medium	Cabot Clear Solution "3002 Cedar"	2646 Porchside Place
Darker	Olympic Lowe's "Redwood" Or its equivalent ... Sherwin Williams Semi Transparent Cider Mill	1165 Verandah Lane (Olympic) 2604 Porchside Place (Sherwin Williams)

If your current fence stain is not one of the three approved fence stains, prior to re-staining please coordinate with the ALRC to arrive at a workable solution.

V. **EXTERIOR SECURITY DEVICES**

Security Feature	ALRC Standards
Glass Break Film	Glass break film may be applied to any exterior windows as long as the film is clear (vs. tinted or colored).
Storm / Security Doors	<p>All storm door requests must be presented to the ALRC for consideration <i>prior to installation</i>.</p> <p>Article 7.27 <u>Exterior Security Devices</u> of the PWCA Covenants prohibits external security devices, including but not limited to window bars.</p> <p>In order to strike a balance between design and security the ALRC will only consider storm doors that are virtually unnoticeable from the street.</p> <p>The following guidelines will apply:</p> <ul style="list-style-type: none"> • Glass must be clear. Beveled, etched, colored, patterned, frosted, opaque, semi-opaque, tinted or stained glass is not allowed. Glass must be one solid piece; multiple panes of glass and screens are not allowed. • The door may only have a thin frame on the face of the door (3”- 4” at most) around all sides. • The frame color of the door must exactly match the house trim. It is noted that most manufactures offer 6 – 8 standard colors. If these colors are not the same as your trim, the ALRC will require the door to be professionally repainted in the same color as the trim in order to receive approval. • The door’s hardware (i.e. handle) must be the same finish as the house’s existing exterior hardware. In most cases this will be bronze as opposed to brass. <p>An example of a “full view” storm door available from Anderson Windows which meets the above standards is represented in Exhibit 5A.</p>
Window Bars	As noted above Article 7.27 <u>Exterior Security Devices</u> of the PWCA Covenants expressly prohibits window bars. The ALRC does not anticipate approving any variances to this standard.

Security Feature	ALRC Standards
Front Porch Gates	<p>Front porch gates that <i>exactly</i> replicate the porch railings and posts of the existing front porch are allowed.</p> <p>An example is included in Exhibit 5B.</p>

Other requests for exterior security features visible from the street should be directed to the ALRC for consideration.

VI. MAILBOXES & POSTS

Mailbox styles utilized by the Builder differ between Phase 1 and Phase 2. However, the original mailbox itself is similar between the two Phases (rectangular, black, same mailbox number application). The primary difference is with the posts.

Phase 1 posts are more ornate and Phase 2 posts are a simpler design (a 3” square post, round ball on top and the PWCA tricycle logo under the mailbox). The same mailbox number plaque attached to the top of the mailbox is utilized in both Phase 1 and Phase 2.

We are still researching the original manufacturer of these mailboxes and posts. Once we identify the manufacturer and determine whether or not these can still be ordered we will make this information available to the community.

A. Security Mailbox

The only security mailbox approved by the ALRC to replace an existing mailbox is the Geneva security mailbox, which may be ordered through Lowes, The Home Depot or other mailbox retailers. This approved security mailbox will require a new post, as its locking mechanism and rear access features make it incompatible with mailbox posts used by the Builder.

Mailbox security inserts are another more economical security option that does not require ALRC approval if the security insert is not visible when the mailbox is closed.

Please refer to [Exhibit 6](#) for pictures of the Geneva security mailbox and more details.

B. Security Mailbox Posts

Approved posts for use in Phase 1 and Phase 2 with the Geneva security mailbox are indicated in [Exhibit 6](#).

C. Mailbox Numbers

You may find the original mailbox number plaques were either bolted or welded to the original mailbox depending on how the Builder installed it.

If replacing your original mailbox with the approved security mailbox described above, the mailbox number plaque attached to the top of the original mailbox may be removed and reattached to the security mailbox, or an exact replica mailbox number plaque may be ordered as detailed in [Exhibit 6](#).

Peel and stick-on numbers are not permissible on PWCA mailboxes.

Other mailbox replacement requests will be considered on a case-by-case basis.

VII. LANDSCAPING

ALRC approval is required for the installation of raised beds, tree planting, tree removal (as per Article 7.10 Tree Removal of the PWCA Covenants) and any other plantings that result in an extension of existing bedding areas.

Article 7.10 Tree Removal of the PWCA Covenants states, “No trees that are more than four (4) inches in diameter at a point twelve (12) inches above the ground, and no ornamental or flowering trees, including, but not limited to dogwood trees, cottonwood trees, cherry trees, or apple trees, regardless of diameter shall be removed without the prior written consent of the approving authority [ALRC] under Article 6 hereof. Owners shall also comply with any local ordinance applicable to tree removal. In the event of a conflict between the provisions of this Section, and any local ordinance, the more restrictive provision shall govern.”

ALRC approval is not required for the reasonable addition of any seasonal bedding plants that do not expand the existing bedding.

VIII. EXTERNAL LIGHTING

Article 7.19 Lighting of the PWCA Covenants addresses lighting considerations, stating, “Exterior lighting on any Lot visible from the street shall not be permitted except for:

- (a) approved lighting as originally installed on a Lot;
- (b) one decorative post light;
- (c) street lights in conformity with an established street lighting program for the Community;
- (d) seasonal decorative lights;
- (e) front house illumination of model homes [\[no longer applicable\]](#); or

(f) other lighting as approved under Article 6 (Architectural Standards) hereof.

Landscape lighting, including solar lights, must be presented to the ALRC for consideration and should not be installed without prior written approval.

IX. WINDOWS & EXTERIOR DOORS

For the majority of PWCA residences, we believe the original window and door manufacturer is Robert Bowden Inc. in Marietta, GA. They have the history of each lot's windows and interior / exterior doors used when building the residence. Their contact information is:

Robert Bowden, Inc.
Phone (770) 429-9285
850 White Circle Ct NW
Marietta, GA 30060

Replacement windows must exactly match the existing style of the window being replaced. Requests to add , remove, or replace a window or exterior door should be directed to the ALRC.

X. WINDOW TREATEMENTS

Article 7.28 Window Treatments of the PWCA covenants states, "The side of all window treatments which can be seen at any time from the outside of any structure located on the Lot shall be white or off-white."

Any window treatments which can be seen at any time from outside the home that are other than white or off-white should be presented to the ALRC for a variance consideration. The ALRC notes that some homeowners have visible window treatments (which may include blinds, shutters or the backside of curtains) that are other than white or off-white. The ALRC intends to provide variance approval for window treatments that are non-distracting and appropriate for the home's exterior color scheme.

Additionally, the covenants prohibit window treatments that are made of foil or other reflective material. The ALRC does not intend to provide variance approval for any such window treatments that are made of foil or other reflective material.

XI. PORCH RAILINGS & POSTS

The ALRC recognizes that in replacing certain porch railings, posts and decking that exact reproductions may not be available in pressure-treated lumber. As such other

building supplies that are near matches for the original porch railings, posts and decking may be appropriate.

When making repair and maintenance decisions, similarly styled railings and post treatments should be selected and presented to the ARLC for consideration. It is our intent to uphold the established Community-Wide Standard of craftsman-inspired design already well-established throughout the neighborhood.

We intend to conduct further research on available replacement materials and suppliers and will update the community with relevant decisions.

XII. STRUCTURAL MODIFICATIONS

Structural modifications may include an addition, dormer, or other similar request. The ALRC anticipates approving structural modification requests that are consistent with the Community-Wide Standard and architectural style of the neighborhood. Since these are typically more expensive and involved projects we generally consider it helpful to review these requests in two steps. Step 1 is a conceptual review; Step 2 is a design review.

For conceptual review, please submit your idea in writing along with a sketch of the proposed finished improvement. The description and sketch should detail the nature, kind, shape, height, materials and location of the proposed improvement.

For design review, structural drawings provided by an architect, architectural draftsman, or contractor must be submitted, including a product list of materials to be used, and in accordance with the PWCA Covenants, Article 6.2 Guidelines and Procedures and Article 6.3 Limitation of Liability.

Once the ALRC has received submission materials it will review to determine whether or not the request meets with the Community-Wide Standard. Before giving approval in Step 1 or Step 2, the ALRC may provide some guidance to help a non-conforming requests comply with the Community-Wide Standard. The ALRC may also request further information to help make its determination for either Step 1 or Step 2 before giving final approval to proceed.

XIII. OTHER EXTERIOR ITEMS

As per Article 7.20 Artificial Vegetation, Exterior Sculpture, and Similar Items of the PWCA Covenants, no artificial vegetation shall be permitted on the exterior of any property. Additionally, exterior sculpture, fountains, flags (other than the American Flag) and similar items must be approved by the ALRC.

It should be noted that no part of these Guidelines are intended to conflict with the Freedom to Display the American Flag Act of 2005 (the “Act”). Where any such conflicts may exist, the Act shall govern.

Flag Poles	Specific to the above, the ALRC has determined that one flagpole mounted to the house that is of appropriate size for the home does not require approval. All other such requests should be presented to the ALRC for consideration.
House Numbers	Requests for adding house numbers to any home should be directed to the ALRC for consideration.
Other	Other areas of interest with respect to architectural / landscaping considerations, and requirements for ALRC approval are outlined in Articles 7.22 <u>Swimming Pools</u> and 7.23 <u>Gardens, Play Equipment and Garden Pools</u> .

XIV. ITEMS NOT REQUIRING ALRC APPROVAL

ALRC approval is not required if the maintenance item is an exact reproduction of the original or existing item/feature (i.e., paint & stain color choices, deck & porch repair, door replacement, roof repair or replacement, railing maintenance, tree or shrub replacement, etc.) However, the ALRC is appreciative of any advance notice of larger scale projects in this regard that you may choose to make known for information purposes.

Please refer to the PWCA Covenants for guidance on any area not addressed by this document.