



Resident Handbook

Fallwood Neighborhood
Marietta, GA

May, 2014

Hello Neighbors!

May, 2014

Fallwood is not just a subdivision; it's a neighborhood. It's a great place to live because we enjoy, respect, and help each other. Part of respecting each other is caring for our property. When we maintain our houses and lawns well, we all benefit because:

- 1. It makes us proud of our neighborhood.*
- 2. It builds good will between neighbors.*
- 3. It maintains our investment and property value.*

When we decided to live in Fallwood, we agreed to certain limits and rules, in order to make our neighborhood a well-maintained community. We also agreed to standards that guide our home and landscaping designs.

Reading the Covenants and By-Laws can be overwhelming. That's why Fallwood's Board of Directors created this Handbook, to make it easier to work through all the information. The Handbook serves as a companion document to the Covenants, explaining and detailing what's in there. Please keep the Handbook, along with your copy of the Covenants, close by.

In short, the Handbook:

- 1. Condenses the covenants, rules, and regulations of our neighborhood;*
- 2. Establishes the current standards for the exterior architecture and landscaping of our properties; and*
- 3. Explains the process for requesting approval of modifications to the exterior of our homes and our yards.*

As you read through the Handbook, you'll see guidelines that you like... and guidelines that you don't like. Try to keep your eye on the big picture, though. If we can all give up a few of our personal preferences, we'll be well on the way to having one of the best neighborhoods in Atlanta.

Fallwood Board of Directors

Table of Contents

General Information

1. Neighborhood Fences & Mailboxes	3
2. Homes.....	3
3. Lawns.....	4
4. Equipment.....	4
5. Nuisance & Noise.....	5
6. Pets.....	5
7. Vehicles.....	5
8. Signs	6
9. Garage Sales	6
10. Garbage	7
11. Complaints & Concerns.....	7
12. Dues, Fines, & Enforcement.....	8

Pool Rules

1. Hours, Admittance, & Guests	9
2. General Guidelines	9
3. Parties	10
4. Food, Beverage, & Tobacco Products	10
5. Pool Safety & Public Health	11
6. Attire.....	11
7. Unauthorized Entrance & Rule Enforcement.....	11

Architectural Standards

1. Landscaping and Modifications to Yards.....	13
2. Structural Modifications	20
3. Request for Exterior Modification Submittal, Review and Approval.....	23

Appendix1

Approved Paint Colors	27
-----------------------------	----

General Information

1. NEIGHBORHOOD FENCES & MAILBOXES

- 1.1. The Neighborhood Association maintains the black fences in front of our homes.
- 1.2. We are responsible for maintaining and painting our own gates and mailboxes. Please follow the specs that are found in the Architectural Standards section of the Handbook, as you repair, replace, and paint your gates and mailbox.
- 1.3. Do not allow any plants to grow on the community fence, as well as on your mailbox. Also, do not decorate the community fence and mailbox (*except in the December Holidays, of course*).
- 1.4. If you need to replace your mailbox, you should replace it with a mailbox like the one you have. The details are in the Architectural Standards section of the Handbook.

2. HOMES

- 2.1. In most cases, you can't use your home for business purposes. Please see page 17 of the Covenants for details about when business use is appropriate.
- 2.2. It's very difficult to obtain permission to lease or rent your home to someone else. Please go to pages 25-26 of the Covenants for all the details on leasing. (BTW... *the term 'lease' in the Covenants is the same as renting your home.*)
- 2.3. You can't have more than two people per bedroom staying in your home for more than 30 days in a calendar year.
- 2.4. Before you make any exterior changes to your house or lot, including paint colors, fences, temporary buildings, landscape design, and much more, please refer to the procedures in the Architectural Standards of the Handbook. The Architectural Standards will tell you how to request permission for the changes.
- 2.5. Keep enough hazard insurance on your home to replace it, should it be destroyed.
- 2.6. Keep your house well maintained, especially areas seen by others. Do your best to address deteriorating issues (including paint & roofs) as soon as possible.

3. LAWNS

- 3.1. Keep your lawn well maintained throughout the year by:
 - 3.1.1. Raking it, as needed.
 - 3.1.2. Mowing it during the growing season *at least* every 10-14 days.
 - 3.1.3. Fertilizing your entire lawn at least twice a year, as well as treating it for weeds as needed.
 - 3.1.4. Making every effort to keep your weeds in the yard to a minimum.
- 3.2. Edging, trimming, and blowing (or sweeping) your sidewalks, driveways, mailboxes, flowerbeds and planting beds (edging only),
- 3.3. Weeding your planting areas and any area with pine straw or mulch.
- 3.4. Placing fresh mulch or pine straw in your planting areas and under your fence in the spring.
- 3.5. Maintain your trees and shrubs by:
 - 3.5.1. Trimming them at least once a year.
 - 3.5.2. Fertilizing them at least once a year.
 - 3.5.3. Removing dead shrubs & trees immediately.
- 3.6. Placing artificial plants in your yard or anywhere that's visible from a street is prohibited. The Architectural Controls Committee (ACC) must approve statues before you put them in your yard.
- 3.7. Vegetable gardens are not allowed to be visible from any street.

4. EQUIPMENT

- 4.1. Outside play equipment, including basketball goals, are not allowed unless they are approved by the ACC.
 - 4.1.1. If a basketball goal is approved, it must be clear acrylic or smoke-colored.
 - 4.1.2. If at all possible, we prefer that play equipment not be visible from the street. If we approve play equipment, even though it will be visible from the street, we'll ask you to use colors and materials that complement the neighborhood colors, which are earth tone colors.
- 4.2. Approval from the ACC must be received before installing hammocks, hot tubs, solar devices, and in-ground pools; and they cannot be visible from any street.
- 4.3. Above ground swimming pools are not allowed.
- 4.4. Window air-conditioning units are not allowed.

4.5. You can display an American Flag from your home. See page 19 of the Covenants for specs on the American Flag display.

- a. You can only have satellite dishes that are less than one meter in diameter. Do your best to make sure that it's not visible from the street. You can find more details on this on page 25 of the Covenants.

4.6. Clotheslines are not allowed.

4.7. Woodpiles, water hoses, ladders, wheelbarrows, and similar items should be stored out of sight from the streets and adjacent residences.

5. NUISANCE & NOISE

5.1. Respect the rights of others when engaging in activities that can be seen or heard by others.

5.1.1. The neighborhood is a 'quiet zone' between 11 p.m. and 7:30 a.m.

5.2. Refrain from shooting fireworks in the neighborhood, except on New Year's Eve and the Fourth of July.

6. PETS

6.1. Restrict yourself to a reasonable number of pets; and the breeding of pets is not allowed.

6.2. Dogs must be kept on a leash or in a fence. If you have an invisible fence, it should keep them in your yard. Your dog should be under your control at all times.

6.3. Potbellied pigs, pit bulldogs, or any animal determined to be dangerous by the Board of Directors (Board) are prohibited. See page 21 of the Covenants for further details.

6.4. Pets should not be a nuisance to others. Don't allow them to make noise that can be heard by other neighbors for longer than 15 minutes.

6.5. Farm animals are not allowed.

7. VEHICLES

7.1. Garages

7.1.1. If you have a two-car garage, at least one car must be parked in the garage.

7.1.2. If you have a three-car garage, at least two cars must be parked in the garage.

7.1.3. Converting your garage to another living area is not allowed.

- 7.1.4. Using your garage as one large storage room is not allowed.
- 7.1.5. Garage doors must be kept closed at all times except during times of entry and exit from the garage, or when someone is working in or around the garage or front yard.

7.2. Parking

- 7.2.1. After you've parked the required number of cars in your garage, you may park the rest of the cars in your driveway.
 - 7.2.2. Residents are not allowed to park cars in any part of their yard, on the street, or in the Common Areas (*unless you're using the Common Area*).
 - 7.2.3. You can allow an occasional guest to park in the street; however, this should be limited to fifteen (consecutive or non-consecutive) days a calendar year unless you get special approval from the Board.
 - 7.2.4. Parking cars at the pool overnight or using the pool parking lot for a party requires permission in advance from the Board.
- 7.3. Boats, trailers, campers, commercial vehicles (with writing on the exterior), or large recreational vehicles should be parked in your garage or at another location, not on your driveway or in the street.

8. SIGNS

- 8.1. Posters or signs are not allowed in your yard, with the exception of one security alarm sign.
- 8.2. Political campaign signs can be placed in your yard ten days before an election and must be removed immediately after the election.
- 8.3. Hanging signs for a party or special celebration are allowed and must be removed in a reasonable amount of time.
- 8.4. A professionally made 'For Sale' sign is allowed on your property, but it should not be larger than four square feet.
- 8.5. A 'For Sale' sign on the Common Property or at the Entrance is not allowed unless prior approval from the Board is received, and may be limited to times when you are holding an open house.

9. GARAGE SALES

- 9.1. Homeowners are limited to two garage/yard sales per year in addition to any community sponsored garage/yard sales.
- 9.2. Your surrounding neighbors should be notified prior to the day of the garage/yard sales.

9.3. All the signs that advertise your garage/yard sale must be removed by the end of the day.

10. GARBAGE

- 10.1. The Board encourages homeowners to use Custom Disposal for trash pickup. This will help limit the number of trucks in the neighborhood and help maintain a safe and secure area for our children to play. The use of Custom Disposal is not a requirement, only a recommendation.
- 10.2. Trash, recycling bin, rubbish, & trash containers should only be left on the street for less than 24 hours each week. If you will not be home by evening on the day of pickup, make arrangements with a neighbor to move your trash and/or recycling containers to an area out of view from the street.
- 10.3. Many of our homeowners are able to manage their trash with only one trash container. Trash in bags outside your container is not allowed. Please purchase another container to handle your trash needs. Trash bags not in trash cans invite unwanted animals into our neighborhood.
- 10.4. Garbage containers must be concealed at all times from the street other than on your normal pickup day.

11. CONCERNS & COMPLAINTS

- 11.1. If you have a complaint or concern about the actions of a neighbor, we suggest that you address the issue directly with your neighbor before contacting the property management company or appropriate authorities. The Board recommends that you talk to the neighbor face-to-face and avoid using email or text messaging. If necessary, the property manager may be contacted at the following address:

All-In-One Property Management
5200 Dallas Hwy, STE 200
Powder Springs, GA 30127
Phone: 678-363-6479

Email: customerservice@allinonemgmt.com

- 11.2. The property manager does not accept complaints from residents who wish to stay anonymous. Resolving the issue will be done by using the covenants and handbook as the foundation for any decision to be made to resolve the issue. Once the property management company determines if action against the neighbor is warranted, the complaining neighbor will be notified of the decision made.

12. DUES, FINES, & ENFORCEMENT

- 12.1. Your Homeowner's Association Dues are payable by April 1st of each year.
- 12.2. If the homeowner is more than 30 days delinquent in paying the dues, there will be assessments or special assessments, and late fees, posted to your account, and the homeowner and residents will not be allowed to use the Common Areas or vote on Neighborhood decisions.
- 12.3. If it is necessary to implement more extreme enforcement measures, the Board is allowed to:
 - 12.3.1. Put liens on your property and file suit against you to collect unpaid assessments, late fees, and bills owed the Association.
 - 12.3.2. Have your yard professionally cared for, or your house professionally repaired, at the expense of the homeowner, plus a 25% administrative fee.
 - 12.3.3. Levy fines against you if you don't follow through with the commitments that you made through our Covenants in choosing to live in our neighborhood.
 - 12.3.4. Tow cars at the homeowner's expense if we determine that the cars are abandoned.
 - 12.3.5. Tow cars at the homeowner's expense that are parked in the pool parking lot without permission.
 - 12.3.6. Issue fines if you have a car parked somewhere that's not allowed.
 - 12.3.7. Homeowners will be given 24 hours' notice to move a car before it is towed or booted.

Pool Rules

1. HOURS, ADMITTANCE, & GUESTS

- 1.1. The pool opens on Memorial Day Weekend and closes on Labor Day Weekend. The Board will send out notices as a reminder.
- 1.2. The pool hours are 8:00 a.m. to 10:00 p.m.
- 1.3. The pool is open to Fallwood Residents and their guests, as long as the resident is in 'good standing' with the Neighborhood Association. Any resident who is more than 30 days past due in Association bills, assessments, or late fees may not use the pool or the parking lot.
- 1.4. We give every home one key to the pool gate and the pool bathrooms. There is a replacement fee of \$25 for the pool gate key and \$3 for the bathroom key. Loaning your key to others is not allowed.
- 1.5. Children under the age of 12 are not allowed to use the pool area unless accompanied by an adult. Make sure your children are respectful of others in the pool.
- 1.6. Guests must be accompanied by a Fallwood resident at all times.
- 1.7. Residents are responsible for the actions of their guests. Parents are responsible for the actions of their children. Parents are responsible for the actions of their teenagers, even if the parents aren't with them at the pool.
- 1.8. Please limit the number of guests to 5 per household. If you've got a special situation and would like to bring more guests, contact one of the Board members.
- 1.9. Out of town guests, relatives, and occasional local friends are welcome to attend the pool as your guests. If you have a question about whether this rule applies to your situation, ask a Board member.

2. GENERAL GUIDELINES

- 2.1. Our Neighborhood doesn't provide a lifeguard, so you swim at your own risk.
- 2.2. For safety reasons, Cobb County requires us to keep the pool gate shut at all times, even if the pool is occupied. Do not prop the gate open and make sure it shuts behind you.
- 2.3. Boys over the age of 5 should only use the men's restroom. Girls over the age of 5 should only use the women's restroom.
- 2.4. We're not responsible for lost items, but we do have a Lost & Found box. If you find something, put it there.

- 2.5. The Lost & Found is cleaned out most Wednesdays. Items are thrown away or donated to charity.
- 2.6. Animals are not allowed in the pool area with the exception of 'service animals'.
- 2.7. You may play music at the pool, but be considerate of others in your music choice and volume.
- 2.8. Floats may be used when there is minimum attendance at the pool.
- 2.9. We provide a family atmosphere at the pool. Profanity or rude behavior is not allowed
- 2.10. We are responsible for cleaning the pool area and the bathrooms, so do your best to pick up after yourselves, tidy up the bathrooms, and clean spills and messes. There's no maid service at the pool.
- 2.11. Picking up trash, turning off the lights, lowering the umbrellas and locking the bathroom doors when you leave will help reduce cost and make the pool area an enjoyable experience for the neighborhood.
(*Note: the pool lights are on a timer.*)

3. PARTIES

- 3.1. We don't close the pool for private parties. You may have a small party at the pool, but you'll need to leave room for other neighbors too.
- 3.2. If you want to host a small party at the pool, you must get prior approval from the HOA property management company. We also limit the number of children at a party to ten.
- 3.3. We request a \$50 refundable cleaning/damage deposit for parties.

4. FOOD, BEVERAGE, & TOBACCO PRODUCTS

- 4.1. Glass or other breakable containers are not allowed in the pool or parking lot area.
- 4.2. Tobacco products & smoking are not allowed at the pool or in the pool parking lot.
- 4.3. Only adults 21 and older may drink alcoholic beverages at the pool or in the parking lot.
- 4.4. Controlled substances are prohibited. Anyone possessing controlled substances will be arrested.
- 4.5. Chewing gum, taffy or other sticky candy is prohibited.
- 4.6. Selling of food, beverage, and other merchandise at the pool is not allowed.

5. POOL SAFETY & PUBLIC HEALTH

- 5.1. An emergency phone and first aid kit are located at the pool.
- 5.2. The pool will close during thunderstorms or other severe weather conditions.
- 5.3. Dangerous behavior in and around the pool, including running, diving, pushing, shoving, rough horseplay, or standing on chairs, as well as spitting or spouting water is not allowed.
- 5.4. Bicycles, skateboards, and skates are not permitted in the pool area or in the parking lot. (*Unless you're using them only to ride to the pool.*)
- 5.5. Remove all bandages before entering the pool.
- 5.6. Don't use the pool if you have a communicable disease, open sore, cut, ear or mouth infection, bloody nose, or any other type of skin disease.
- 5.7. If you or your children have had diarrhea, you must wait at least seven days before using the pool. This is a county ordinance.
- 5.8. Change your children's diapers in the bathroom or in your car, not around the pool.
- 5.9. Disposing of your diapers at the pool is not allowed.
- 5.10. Putting on sunscreen at least 20 minutes before entering the water cuts down on clouding the water and helps reduce the cost of pool chemicals.

6. ATIRE

- 6.1. Bathing suits are required when swimming, including infants.
- 6.2. Cut-offs or thong bathing suits are not allowed.
- 6.3. Children who aren't toilet trained must wear a swim diaper under their swimsuit.
- 6.4. Footwear is not allowed in the pool.

7. UNAUTHORIZED ENTRANCE & RULE ENFORCEMENT

- 7.1. Self-policing our pool and pool parking lot is a neighborhood responsibility.
- 7.2. Residents have the right to report suspected violations to the property management company.
- 7.3. Crawling or jumping over the fence, or any unauthorized access, is not allowed.
- 7.4. Any unauthorized use of our facility, including using it afterhours, is considered trespassing. If you trespass, you could be arrested.

- 7.5. The Neighborhood Association can remove your pool use privileges (temporarily or permanently) when, in the Board's opinion, your behavior has compromised the safety or enjoyment of your neighbors.

Architectural Standards

These Design Standards are established by the Board and are presented as an aid both to the owner considering an improvement to his or her property and to the members of the Architectural Control Committee (ACC) for their review of such modifications. The purpose of the ACC is to provide for and encourage maintenance and improvements to lots and dwellings in a fair and consistent manner, with respect for the Covenants, the original intent of the Developer, protection of the community's image, and protection of homeowners' property values as well as homeowners' individual tastes. ACC approval does not obviate the homeowner from obtaining permits or approval from any other authority having jurisdiction over the project, i.e. Cobb County. *If anything in these Design Standards conflicts with the Covenants, the Covenants shall control.*

1. LANDSCAPING AND MODIFICATIONS TO YARDS

1.1 PLANT MATERIALS

The planting of Bermuda (seed or sod), ornamental plants and/or shrubbery in the front, back or side yard does not require approval. However, the planting of ornamental plants or shrubs on the street side of the neighborhood common fence requires approval. The planting of Fescue (seed or sod) requires approval regardless of location. The planting of trees requires approval. Leland Cypress trees are only allowed in the rear yard of a residence. A drastic change in the appearance of the yard, such as but not limited to, the removal of most of the sod to create a natural yard, or the addition of plant materials so as to create a screen that blocks the house from street view, requires approval.

1.2 TREE REMOVAL

A Request for Modification must be submitted and approved for any tree removal. Diseased and dead trees, trees that have fallen during storms, etc. will be approved. The ACC may track the progression of diseased trees in order to prevent the spread of the disease and protect neighboring trees. Felled trees must be removed from the property or cut into logs and stored in a location not visible to the street or adjacent residences. Stumps must not be visible. The ACC may require homeowners to replace removed trees by planting new trees.

1.3 CHANGE OF GRADE OR TOPOGRAPHY

A major change in the grade or topography of any property requires

approval. This includes, but is not limited to, creating or removing a hill and creating ponds or water features not natural to the property. County compliance to soil protection must be followed. A county permit may be required.

1.4 DRAINAGE

Any drainage alteration which adversely affects adjacent or downstream properties is not permitted. All land-disturbing activities must be approved by the ACC and such activities must conform to Cobb County ordinances regarding erosion and sedimentation control. A permit may be required. No neighborhood swale or drainage feature may be redirected, dammed, or obstructed. Grass clippings and other debris may not be placed in drainage areas.

1.5 RETAINING WALLS AND FOUNDATIONS

Exposed concrete block or poured concrete foundations and retaining walls that are an extension of the house, must be covered with matching or complimentary stone, stucco, brick or paint. No crosstie retaining walls are permitted. Landscape timber retaining walls are permitted in back and side yards, not forward of the dwelling's front corners. Landscape timber walls are permissible as retaining walls in front yards only when original construction included such walls. The ACC may require a landscaping plant screen for new landscape timber walls. Masonry (brick, rock, stone, interlocking block, etc.) retaining walls are permissible in all locations. Wall height approvals will be determined by the topography and aesthetics of the property. Homeowners are responsible for obtaining county permits when required.

Homeowners are required to notify and discuss all retaining wall projects located on or within 10 feet of the property line with all neighbors who will be affected by or who will be sharing any part of the wall. Retaining walls on property lines are considered shared walls. Evidence of contact with neighbors must be included with the modification request.

1.6 BED WALLS, EDGING MATERIALS, AND MULCH

Bed walls must be constructed of complimentary concrete, rock, stucco, brick, stone or interlocking block. Maximum height of the wall will be determined by the lay of the land, topography, and aesthetics of the property.

Edging materials must be constructed of complimentary poured concrete, stucco, rock, brick, or stone. Height of the edging will be determined by the material and topography of the property.

Mulch may be natural pine straw or hardwood, and must be neutrally

colored (brown or black). Synthetic mulch may be used, but must be neutrally colored and must closely resemble natural mulch. Colored mulch, such as Caribbean blue or red, is not permitted. Gravel or stone is not approved for use as mulch in the front yards visible to the street. *Approval is not needed for mulch unless a request for something outside of these materials or colors is being submitted.*

1.7 PATHWAYS, SIDEWALKS AND DRIVEWAYS

Alterations in materials or layout of homeowners' sidewalks and driveways require approval. Repairs using same materials and colors made to sidewalks and driveways do not need approval, but notification of the ACC is necessary. Driveways must be made of concrete. Sidewalk materials, other than concrete, must be approved by the ACC. Staining of driveways in a dark color will not be approved. Driveways may be accented with brick or stone, and the concrete may be stamped or molded to compliment the dwelling. This alteration must be submitted for review. Pathways must be submitted for review. In general, gravel is not approved for use. The sidewalk to the main entry of the residence must be concrete, brick or stone. Homeowners may not alter community sidewalks in terms of location or materials.

1.8 STATUARY AND YARD ORNAMENTATION

All statuary and yard ornamentation, including fountains, must conform with existing community-wide standards as they pertain to aesthetics. Statuary must be made of concrete, wood, rock, or metal, and must be finished in traditional earth-tone colors such as bronze, verdigris, black or natural-colored cement. Multi-colored and brightly-colored statuary is not approved. Statuary must be incorporated into landscaped beds or located on stoops or porches. Consideration must be given to good design principles such as scale, style, and number of items displayed. The Board of Directors or its designee reserves the right to deny and/or remove any statuary that is deemed aesthetically or socially unacceptable, offensive, or obscene.

1.9 FLAGPOLES

Only those flagpoles that may be mounted to the side of the residence are allowed. Ground mounted flagpoles are not allowed. You can display an American Flag from your home, but no other flags are permitted, except for sports banners on game days and seasonal or holiday flags for up to 30 days. See page 19 of the Covenants for specs on the American Flag display. The Board of Directors or its designee reserves the right to deny and/or remove any flag that is deemed aesthetically or socially unacceptable, offensive, or obscene.

1.10 EXTERIOR LIGHTING

Except for temporary holiday lighting, all exterior lighting must be submitted to and approved by the ACC. Exterior light fixtures shall be architecturally compatible with the home. Lighting must be a low-voltage, non-glare type and located to cause minimum visual impact to adjacent properties and streets. Exterior spotlights or floodlights should not be directed to cause a glare onto adjacent properties.

1.11 FENCES AND FENCE-TYPE STRUCTURES

All fences and fence-type structures must be submitted to and approved by the ACC prior to installation. No fence shall be erected or maintained on any property nearer to the street than the mid-point of the side of the residence. Fences on the side of a corner lot should be the same distance from the curb as the front of the house. Detail on materials, height, and design must be submitted for all fencing. All fencing requests require a survey plot plan of the property with the fence clearly shown. Only natural wood fences will be approved. Chain link, wrought iron, aluminum, vinyl or PVC fences are not permitted except that powder-coated aluminum and/or vinyl-coated chain link fence shall be allowed around the neighborhood detention pond. Also, powder-coated aluminum fence is allowed around the neighborhood swimming pool.

Fences may be stained with transparent, semi-transparent or solid stain. If semi-transparent or solid stain is used, the color shall be a natural color such as brown or black.

Requests for fencing to be installed visible to Gordon Combs Road or Frank Kirk Road may need Cobb County approval, and may be subject to a county setback requirement in addition to ACC approval.

The best visual side of the fence shall be placed toward the outside, offering onlookers the most pleasing view.

Shared fences must be on the property line. Only one fence is allowed between adjacent properties. If your neighbor constructs a fence on or near the property line first, you will not be allowed to construct your own fence on or near the same property line. Two fences on or near the same property line with a gap between them is not allowed.

Homeowners are required to notify and discuss all fencing projects located on or within 10 feet of the property line, or fencing that neighbors will share, with all neighbors who will be affected by or who will be sharing the fence or any part of the fence. Fencing on property lines is considered shared fencing. Evidence of contact with neighbors must be included with the modification request.

Homeowners are responsible for obtaining county permits when required.

Details of approved fence styles are provided below. Homeowners wishing to install a fence must submit detailed sketches and specifications of the design to the ACC for approval.

Privacy Fence (including shadow-box type):

Natural wood only.

A landscaping plan to soften neighboring views of the fence may be required.

Specify width of slats.

Specify post material, design, size, and height (only wood posts will be approved).

Specify spacing between posts (not to exceed eight feet).

Indicate straight or scalloped design. Positive or negative scallops may be approved.

Height shall not exceed six feet.

Finished sides must face exterior, and frame and supports must be on the interior of the fence. Decorative posts may be on both sides.

Picket Fence:

Natural wood only.

A landscaping plan to soften neighboring views of the fence may be required.

Specify width of slats and spacing between slats.

Specify post material, design, size, and height (only wood posts will be approved).

Specify spacing between posts (not to exceed eight feet).

Indicate straight or scalloped design. Positive or negative scallops may be approved.

Height shall not exceed five feet.

Finished sides must face exterior, and frame and supports must be on the interior of the fence. Decorative posts may be on both sides.

3-Board Pasture Fence:

Natural wood only.

4x4 wood posts.

1x6 boards.

Specify spacing between posts (not to exceed eight feet).

Welded-wire mesh may be placed on the inside of the fence to contain pets.

Height of top board shall not exceed four feet.

1.12 GAZEBOS, ARBORS, PERGOLAS and TRELLISES

Plans for gazebos, arbors, pergolas, and trellises must be submitted for review. Details on materials, color samples, location of the structure indicated on a survey plot plan, and elevations must be included.

Homeowners are responsible for obtaining building permits and adhering to setbacks when required.

1.13 BENCHES AND OTHER LAWN FURNITURE

Benches and lawn furniture placed in the front of residences, in the front yard, or in a location visible to any street must be submitted for review and approved before installation. The location of benches and other lawn furniture must be indicated on a survey plot plan.

1.14 BASKETBALL GOALS, PLAY EQUIPMENT, SWING SETS, AND OTHER SPORT EQUIPMENT

All basketball goals must be submitted for review and approved by the ACC prior to installation. If approved by the ACC, free-standing basketball goals may be erected immediately adjacent to driveways. Basketball goals or hoops may not be attached to the exterior of the house or garage. Portable basketball goals may not overhang into any street or cul-de-sac. No brightly colored basketball goals are permitted. Basketball poles must be metal and painted black, and the goal and backboard must be manufactured, not home-made. Backboards must be clear acrylic or smoke-colored. Basketball goals must be properly maintained and in good repair.

All other play and sports equipment, including but not limited to tree houses, trampolines, play sets, swing sets and nets must be submitted for review and approved by the ACC prior to installation. They must be located in the rear yard of the property and a minimum of ten (10) feet from the property line. Canvas awnings, canopies and coverings on play equipment shall be of earth tone colors such as dark green or dark brown.

1.14.1 RECREATIONAL EQUIPMENT CONSIDERATIONS: Only two pieces of such equipment will be allowed on any one lot. Play equipment is meant for the well-being of the family; however, every effort should be made to minimize the impact and visibility upon other lots within the neighborhood. Please consider your neighbors and their perspectives when planning to add play equipment to your property, as these considerations will be examined by the ACC when reviewing your Architectural Modification Request. All play equipment must be maintained by the homeowner and must be removed or repaired once it has come into disrepair.

1.15 ANIMAL HOUSES

Animal houses must be neutral in color, completely screened from both street and adjacent properties, and be discreetly located so as not to become a nuisance to adjacent properties. Clothesline and/or fenced “dog runs” are not permitted.

1.16 SWIMMING POOLS, HOT TUBS, SPAS AND JACUZZIS

In-ground swimming pools, hot tubs, spas and Jacuzzis need approval and must be screened from adjacent properties. Above ground swimming pools are not allowed. Pumps and filters must be screened from all street and adjacent lot views and located so as not to cause a nuisance to neighbors. County permits and adherence to zoning setbacks are required.

1.17 MAILBOXES

Homeowners are responsible for maintaining their own mailbox. Only one mailbox per address is permitted. They must be of a freestanding street-side type only, and must conform to the existing design in the neighborhood. All mailboxes must be a flat black, standard U.S. Post Office mailbox, size 1½. Mailbox posts must be the standard post as approved by the ACC and must be painted with the approved paint listed in Appendix 1. Address numbers must not be obscured. No signs or plaques are allowed on mailboxes. Mailboxes must be maintained at a consistent height.

Planting beds around mailboxes are allowed if approved by the ACC. Flowers and shrubs that don't exceed 18 inches in height are allowed if approved by the ACC. Vines or other vegetation taller than 18 inches are not allowed around mailbox posts.

1.18 GATES

Homeowners are responsible for maintaining and painting their own driveway gates, gate hardware and gate posts. (The fences along the front of each lot, parallel to the roads, are owned by and maintained by the Homeowners' Association.) Repairs should be made with materials matching those of the original design. If you need to replace your gate, the new gate must match the original gate in design and materials. Gates must be painted with the approved paint listed in Appendix 1.

1.19 ANTENNAS AND SATELLITE DISHES

Only one satellite dish or one antenna per residence, used for single home television reception, is permitted. Satellite dishes and antennas must be less than one meter (39") in diameter. Satellite dishes must be located as inconspicuously as possible, consistent with proper operation. Antennas must be placed on the rear slope of the roof only and in the least conspicuous location possible. Antenna cables will not be permitted to be exposed to view and must enter the structure immediately in the area of the antenna.

2. STRUCTURAL MODIFICATIONS

2.1 EXTERIOR PAINT AND STAIN

A Request for ACC Modification form must be completed and submitted for approval prior to painting or repainting. All exterior paint and stain colors must be approved by the ACC. To promote continuity and harmony throughout the community, exterior paint colors must be harmonious with established colors; i.e., only earth-tone colors will be approved. All paint chips must be attached to the request form as indicated. The ACC reserves the right to require that a color test area be painted on the structure prior to color approval. The front, sides and back of the structure must be painted with the same color. Garage doors must be painted to match the siding, trim or shutter color. Flower boxes must be painted the trim color if attached to the trim, or the shutter color if not attached to the trim. Paint colors or stain colors for additions and modifications must be identical to those of the existing house.

Repainting with no change in existing colors will be approved subject to the homeowner signing a request form stating that they have the formulae for the existing paint colors and will paint the dwelling using those formulae.

2.2 SIDING AND EXTERIOR TRIM

All siding and exterior trim must be marketed and warranted as able to be painted. *Vinyl and aluminum siding and trim products are not permitted.* Only cement fiber siding, such as *Hardiplank*, painted to match the existing siding, is permitted to replace original siding. If a change in paint color for the siding is desired, a Paint Request Form must be completed and approved before painting may begin. Fascia, sill nose, brick mould and other exterior trim composed of Cellular PVC or other no-rot materials that are marketed and warranted as being able to receive and retain paint, and identical in size and shape to the original, may be used to replace wood products as long as these materials are

painted to match the existing colors of the wood product that they are replacing. If a paint color change is desired, a Request for ACC Modification form must be submitted for review.

2.3 DECKS AND RAILINGS

Approved deck materials are cedar and pressure treated pine. Composite, low-maintenance decking such as *Trex*, or other types must be submitted and approved. Iron or aluminum railings may be allowed, but must be submitted for approval. *Vinyl decking and railing products are not approved.* Railing, step, and column designs must be submitted for review. Support posts must be a minimum of 6" x 6" wood or a minimum of 8" x 8" stone or brick columns. Exposed metal posts are not approved. Decks that are visible from the street must use stains that complement the house. *It is the homeowner's responsibility to comply with code and other regulatory agencies regarding the engineering and/or safety of deck construction. Building permits are required by the county.*

2.4 SCREENED PORCHES, SUNROOMS, AND ROOM ADDITIONS

For screened porches, sunrooms and other room additions, detailed plans must be submitted for approval, including elevations and a list of all materials including windows, roofing, and color selections. Materials must be consistent with materials on the existing home and must be painted or stained to match. Building permits are required by the county.

2.5 DETACHED STRUCTURES

Detached garages, storage sheds, tool sheds, workshops, pool houses and cabanas, and other freestanding buildings are not allowed.

2.6 WINDOWS, DOORS, GARAGE DOORS, SHUTTERS, AND WINDOW TREATMENTS

Any change in window, door, or garage door material or design requires ACC approval prior to installation. Only products that are marketed and warranted by the manufacturer as being able to receive and retain paint are approved. Cobb County may require a permit for window replacement. State law requires the use of Low-E glass. Other safety codes may restrict the type of window approved.

2.6.1 WINDOWS: Original window material and design for Fallwood is wood, double-hung. Double hung windows located on the front facade must have grills. Homeowners desiring to install a window made of a material other than wood must submit a Request for ACC Approval.

The change of glass from regular to Low-E, and changes in grill style,

i.e. grills between the glasses, pop-in grills, or architecturally correct grills, must be changed on all windows of the particular facade of the home with the exception of decorative fixed windows such as stained or leaded glass windows. A change in grill pattern requires approval.

Cellular PVC and other synthetic window trim pieces that are marketed and warranted as being able to receive and retain paint may be used to replace identical wood trim with no approval needed so long as the replaced trim is painted to match the existing trim.

2.6.2 EXTERIOR DOORS AND GARAGE DOORS: Any change in material or style of any exterior door, including garage doors, requires approval. A brochure showing the requested style, or address of a nearby home with the same style, must be submitted with the Request for ACC Approval. The material type as well as a paint color chip must be submitted. Storm doors shall not be located on the front of the house. Front doors may be painted an accent color that compliments the overall color scheme of the home. Garage doors must be painted the body, trim or shutter color of the house. Specify color on the Request for ACC Modification form.

2.6.3 SHUTTERS: The original approved shutter design is raised panel. A change in shutter design requires approval. Shutters may be painted an accent color that compliments the overall color scheme of the home. Specify color on the Paint Request Form and include a color chip.

2.6.4 WINDOW TREATMENTS: Window treatments on street facades must be neutral colored or lined in a neutral color. Blankets, bed sheets, or similar items are not allowed as window coverings.

2.7 ROOFS

Primary roofing materials must be asphalt shingles. New replacement roof shingles must be of the original color or complimentary to the color of the house. A change in the existing color or request for other colors must be submitted for approval. Shingle replacement does not require a county permit. Sheet metal and PVC work such as roof caps, flashings and plumbing vents must be painted to match the roof colors. Roof stacks, plumbing vents, and attic fans must be placed on rear slopes of roofs and painted to match the roof color.

2.8 CANVAS AWNINGS

No canvas awnings over windows, doors or patios are allowed.

2.9 CHIMNEYS

Chimneys visible from any street shall have painted metal or copper

shrouds. Exterior finish of the chimney chase shall be consistent with the architectural design of the house. Chimneys on the front of the residence must be brick or stone. All chimneys visible from any street shall extend to the ground.

2.10 PATIOS, STOOPS, PORCHES, AND STEPS

Patios, stoops, porches, and steps on the front and sides of houses shall be brick, stone, or concrete unless otherwise approved by the ACC or originally constructed of other materials. Homeowners must obtain county permits when required.

3. Request for Exterior Modification Submittal, Review and Approval

3.1 INTRODUCTION

All exterior modifications require written approval from the ACC unless otherwise indicated in the Design Standards. Homeowners desiring to make an exterior modification to their home or landscaping should submit a Request for ACC Modification form and all supporting documents to the property management company at least 45 days in advance of when they wish to begin the work. The form should be obtained online at FallwoodNeighbors.com to ensure the homeowner is using the most up to date form. Failure to submit and receive ACC approval before beginning work on an exterior modification will result in a \$250 fine.

3.2 DEFINITION OF EXTERIOR MODIFICATIONS

An exterior modification is defined as an alteration or addition to the exterior of a residence, or to the property, of any nature whatsoever, without limitation. Modifications include, but are not limited to:

1.0 Landscaping and modifications to yards

- 1.1 Plant materials
- 1.2 Tree removal
- 1.3 Change of grade or topography
- 1.4 Drainage
- 1.5 Retaining walls and foundations
- 1.6 Bed walls, edging materials, and mulch
- 1.7 Pathways, sidewalks, and driveways
- 1.8 Statuary and yard ornamentation
- 1.9 Flagpoles
- 1.10 Exterior lighting
- 1.11 Fences and fence-type structures

- 1.12 Gazebos, arbors, pergolas, and trellises
- 1.13 Benches and other lawn furniture
- 1.14 Basketball goals, play equipment, swing sets and other sport equipment
- 1.15 Animal houses
- 1.16 Swimming pools, hot tubs and Jacuzzis
- 1.17 Mailboxes
- 1.18 Antennas and satellite dishes

2.0 Structural Modifications

- 2.1 Exterior paint and stain
- 2.2 Exterior siding and trim
- 2.3 Decks and railings
- 2.4 Screened porches, sunrooms, and room additions
- 2.5 Detached structures
- 2.6 Windows, exterior doors, garage doors, shutters, and window treatments
- 2.7 Roofs
- 2.8 Canvas awnings
- 2.9 Chimneys
- 2.10 Patios, stoops, porches and steps

3.3 ARCHITECTURAL REVIEW FORMS

The *Request for ACC Modification* form may be obtained online at FallwoodNeighbors.com. The form must be submitted at least 45 days before the work is to commence. Completed forms and supporting documentation must be delivered or mailed to the following address:

***All-in-One Property Management
5200 Dallas Hwy, STE 200 #266
Powder Springs, GA 30127
e-mail: modifications@allinonemgmt.com***

All requests for ACC approval of exterior modifications must be submitted to and approved in writing by the ACC in accordance with the procedures outlined below prior to making any modification.

3.4 EXTERIOR MODIFICATION REVIEW

The ACC reviews requests for exterior modifications and approves or disapproves the request based on, but not limited to, aesthetic considerations, materials to be used, compliance of the modifications to the Design Standards and the Covenants, conformance to and harmony with the external design and general quality of the Development, location in relation to surrounding structures and topography, and any other matter deemed relevant or appropriate by the ACC. The ACC may deny

any request based on aesthetics alone.

3.5 THIRD PARTY EXPERTS

If the ACC is unable to render a decision and deems it necessary to hire a third party expert, the reasonable fees associated with retention of this third party expert shall be passed on to the applicant. The applicant shall pay these fees in advance of the ACC formally engaging the third party expert.

3.6 COURTESY TO NEIGHBORS

Neighbors' approval is not necessary with the following exceptions:

- fences and/or retaining walls installed on or within ten feet (10') of the property line;
- changes that will affect the natural elevation of the property; and,
- drainage systems that direct water toward neighbors.

Homeowners submitting requests to install fencing, plant materials which may eventually encroach upon property lines, or other modifications on or close to the property line shall be responsible for contacting all neighbors who may be impacted by the modification prior to signing and submitting the request for ACC approval. In the case of the exceptions listed above, homeowners are required to include evidence of such contact with neighbors.

3.7 REGULATORY COMPLIANCE

It is the homeowner's responsibility to obtain all permits, inspections and Certificates of Occupancy, and to comply with all building codes, zoning regulations, and the requirements of all agencies having jurisdiction over the project. Regulatory compliance and permits do not preclude the authority and responsibility of the ACC for design review and vice versa.

3.8 FINAL APPROVAL

The ACC's formal approval constitutes a binding agreement between the Applicant and the Homeowners Association. Any deviation from the approved plans and specifications must be resubmitted in writing to the ACC for approval prior to making the exterior modification.

3.9 APPEALS

Decisions reached by the ACC may be appealed within 14 days of notification of denial to the Board for reconsideration. This final appeal may be submitted in writing addressed to the Board and mailed to the property management company office at the address listed above.

3.10 DURATION OF APPROVAL

Any exterior modification approved by the ACC must be started within 180 days of the written approval of the ACC or must be resubmitted for re-approval. All work approved by the ACC must be completed within 90 days from the start of construction, or such other period deemed to be reasonable by the ACC after consideration of the work to be done.

3.11 INTERPRETATION OF STANDARDS

The interpretation and implementation of the Design Standards set forth in this handbook are within the sole discretion of the Board of Directors and the ACC. Approval or disapproval by the Board or the ACC is final, subject to the appeals described above. The Design Standards may be modified by the Board from time to time to reflect current trends.

APPENDIX 1 – APPROVED PAINT COLORS

Mailbox – flat black enamel

Mailbox post – ultra pure white Behr Premium Plus Ultra Exterior Satin Enamel or equivalent

Driveway Gates – flat black solid Behr Deck, Fence and Siding Wood Stain or equivalent

Common Fence – flat black solid Behr Deck, Fence and Siding Wood Stain or equivalent