

Dear Fellow Homeowner,

The Highlands View Covenants grant the Architectural Control Committee (ACC) the vehicle through which exterior design concerns and the general quality of our development are addressed. This vehicle, the Design Standards, allow the ACC to best promote harmony of exterior design and general quality with the existing standards throughout the community. These standards are reviewed and adjusted periodically providing for the opportunity to maintain and increase our property values and address ongoing changes to our lifestyles.

1. EXTERIORS: “Fee Simple” town home ownership means that the owner is responsible for all upkeep and maintenance of the exterior, which includes, but is not limited to, all painting, gutters, railings, windows, roofing, brick, etc... Any town home owner who wishes to make any adjustments of any kind to the exterior of the town home, inclusive of structure, exterior doors/garage doors/shutter color variations, grounds, etc. must obtain approval in advance from the ACC, by submitting an ACC modification request form.

2. SATELLITE DISHES: Each Town home shall be allowed to install one (1) satellite dish. In order to develop and maintain uniformity as well as home values please place your satellite dish at the back of the town home and situate/attach to either the lower part of the roof or deck. All wiring must be hidden from view. Furthermore, if choosing the deck location, those town home owners that have two (2) decks should position satellite dish on main (upper) deck. If or when an owner does sell their town home the satellite dish and any antenna(s) must be removed, and the drilled holes in shingles and roof sheathing filled. New home owners must obtain ACC placement approval/guidance before mounting dish.

3. LANDSCAPING/LIVE PLANTS/DECORATIVE CONTAINERS: All in ground plantings must be approved, in advance by the ACC by submitting an ACC modification request

form. Only LIVE (living) plants, in decorative containers are allowed on front landings, patios, decks, railings and porticos. No plants, in any type container are allowed on steps or grounds. No hanging plants are allowed on the front or side of the exterior of the town home.

Decorative containers may remain in the above noted areas during winter months but must have all dead plants removed. All hanging and over railing type containers must be removed during winter months unless they hold live plants.

4. LAWNS AND EXTERIOR ORNAMENTS: Exterior structure attachments and lawn ornamentation including, but not limited to sculptors, and statuary are limited to decks and patios only.

5. FENCING, EDGING, AND DECORATIVE RETAINER WALLS: All fencing and edging must be approved by submitting, in advance, an ACC modification request form. No brick, stone, lattice, wood walls or decorative garden retainers can be placed on the structure or in the ground.

6. EXTERIOR LIGHTING: Exterior lights, including, but not limited to solar, string, tubular are prohibited on the front and sides of town homes and grounds. All lighting must be located at the back of the town home, either on the deck or patio and must not be a nuisance. All permanently attached lighting must be approved in advance by the ACC by submitting an ACC modification request form.

7. EXTERIOR COVERINGS: Umbrellas are allowed on decks and patios. Gazebos, tents or screened enclosures are not permitted.

8. EXTERIOR ATTACHMENTS: NO speakers, sound systems, bells, whistles, wind chimes, horns or other sound devices may be attached on the exterior of the property. This does not include security and fire alarm systems.

9. DOOR WREATHES/DECALS/PEEPHOLES: One wreath is allowed on the front door. The wreath must be attached with a wreath holder; nails, glue, or rope may not be used to attach wreath to the door. Aside from seasonal decorations, no other items should be attached, glued or nailed to the front door. Security decals shall be placed on the lower left corner of the

window closest to the front door. Peep holes are not only permitted but suggested as an enhanced security measure for those homes that do not have window lites on either side of front door.

10. SCREEN DOORS: Although storm or screen door/covering are permitted on the deck entrance doors, patio doors and front entrance doors and retractable screens are permitted on front-facing Juliet doors, these must all be approved in advance by the ACC by submitting an ACC modification request form

11. GARAGE DOORS: Garage doors shall remain closed at all times when not in use.

12. GRILLS, CHIMINEAS, FIRE PITS, ETC.: Up to two (2) gas or propane-fired grills on each deck or rear patio is permitted. Absolutely no charcoal or wood burning grills, fire pits, chimineas or open fires of any kind are permitted, as these are EXTREME FIRE HAZARDS.

13. HOSES: Hoses, at front of town home shall be kept in the garage when not in immediate use. Hoses may be stored on back patio or deck but must be rolled up on a hose reel, cart, hanger or container.

14. LADDERS, TOOLS, ETC.: shall be kept in garage when not in immediate use.

15. PAINT SPILLS: Exterior paint spills are to be addressed immediately.

16. CHAIRS AND TABLES: should be placed on decks and patios only.

17. FOR SALE SIGNS: Only one (1) "FOR SALE" sign and one flyer container is permitted. Signs must be neatly placed in straw only. Where no ground is available or placing in straw prohibits a sign to be seen, two identical signs may be attached to either side of the stair railing only, for improved visibility. No wooden post signs are allowed. No directional signs are permitted. "Open House" signs are allowed only on the day of the Open House and must be removed promptly upon its completion.

18. ANIMAL WASTE: All animal waste must be disposed of properly. Receptacles have been installed through-out the community.

19. **TRASH AND REFUSE:** Trash and refuse shall not be placed on front stoops, decks, patios, porticos or grounds.

20. **FLAGS AND BANNERS:** U.S. flags and Banners must be hung from the portico post or from a home's front exterior brick or wood surface at a 45 degree angle. Sports-oriented banners (e.g. college flags) may be displayed on Friday and removed by Monday morning. These flags and banners may be placed at front and/or back of home only. but not on or in the ground . The ACC must approve any other flags, banners, or decorative signs.

21. **SEASONAL/HOLIDAY DECORATIONS:** Exterior decorations must be removed after the season/holiday within a reasonable amount of time. Seasonal lawn or roof ornaments are prohibited.

THINGS TO CONSIDER

(in consideration of your neighbor and community property values)

- Oil spills on driveways and our streets are unsightly and are becoming an increasingly noticeable problem. Those of us who have oil leaks need to address the cause and clean up same.
- The patio and deck areas are not storage areas. The visibility of patios and decks requires all of us to be considerate of each of our neighbor's view of our living areas.
- Dropping cigarette butts is unsightly and also an extreme FIRE HAZARD
- A list of all the original exterior and interior paint colors, materials and vendors are available on the community website.

ACC MODIFICATION REQUEST PROCESS

1. An ACC Request for Modification Form can be obtained by going to the community website at <http://www.highlandsview.com> and selecting the "downloads" link on the navigation bar or by calling our Property Manager at 404-352-5470 (ask for the Highlands View representative)

2. Within 14 days of receipt by the ACC, the request will either be approved, denied or additional information may be requested.

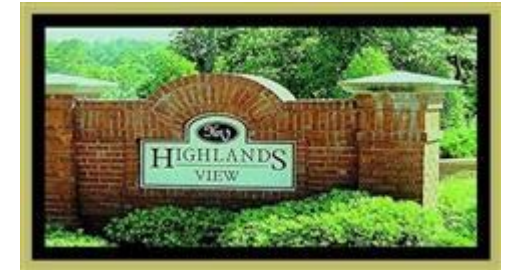
3. If the modification is approved, the homeowner may proceed with the modification; periodic inspections shall be done by the ACC. If the modification is not completed in a timely manner or is not completed according to the plans that were approved by the ACC the homeowner will be requested to adjust accordingly or remove entirely. Upon completion and final approval, A Certificate of Compliance will be issued by the ACC, which must be kept with homeowners documents as the Certificate shall pass to any and all future owners.

4. If the modification request is denied, the homeowner may ask for advice or assistance from the ACC, in order that an acceptable proposal may be prepared and resubmitted for possible approval. Please note that this resubmit starts a new 14 day window. If the modification is denied, with all facts considered, the decision is final.

VIOLATIONS

If a homeowner is found to be in violation of the ACC modification process as stated above or makes alterations to the town home exterior without the submission of an ACC modification request form and approval of the ACC the homeowner shall:

1. Receive a certified letter from the HV Board of Directors (BOD). The letter will specify the nature of the violation, specify the actions that must be taken to remedy the violations and state the deadline for same.
2. The homeowners shall incur all costs to remedy the violations. Fines, penalties and liens may be assessed after the deadline, by the BOD if violations are not remedied.
3. Homeowner must pay all costs if the BOD corrects the violation after the homeowner has not acted or refuses to act within the set deadline.



HIGHLANDS VIEW

HOMEOWNERS ASSOCIATION

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DESIGN STANDARDS MAY 2007

Taking Pride In our Community

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