

CHANDLER GROVE

HOME OWNERS ASSOCIATION

Architectural Standards, Guidelines, Procedures and Enforcement

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PURPOSE, POWERS AND DUTIES OF THE ARCHITECTURAL CONTROL COMMITTEE

These statements are a reproduction of Article II of the DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS, AND EASEMENTS FOR CHANDLER GROVE SUBDIVISION

ARTICLE II ARCHITECTURAL CONTROL COMMITTEE

Section 1. Purpose, Powers and Duties of the Architectural Control Committee

(a) The purpose of the Architectural Control Committee is to assure that the installation, construction, or alteration of any Structure on any Lot is in accordance with the standards determined by the Architectural Control Committee. To the extent necessary to carry out such purpose, the Architectural Control Committee shall have all of the powers and duties to do each and everything necessary, suitable, convenient or proper for, or in connection with or incidental to, the accomplishment of such purpose, including, without being limited to, the power and duty to approve or disapprove plans and specifications for any installation, construction or alteration of any structure on any Lot. The Architectural Control Committee shall have the authority to institute reasonable procedures for the method requesting approval and to charge reasonable fees for the costs associated with approving plans and specifications.

(b) To preserve the architectural appearance of the neighborhood, no construction or placement of improvements of any nature whatsoever shall be commenced or maintained by any owner, his family, tenants, visitors, guests, servants, and agents with respect to the exterior of any house or with respect to any other portion of any other lot or other parcel of land, including without limitation, the construction or installation of sidewalks, driveways, decks, patios, swimming pools, tennis courts, greenhouses, playhouses, garages, guest or servants' quarters, or other outbuildings, nor shall any exterior addition to or change or alteration therein be made, unless and until the plans and specifications showing the nature, color, type, shape, height materials, and location of the same shall have been submitted to and approved in writing as to the harmony of external design, location, and appearance in relation to surrounding structures and topography by the Architectural Control Committee. The Architectural Control Committee shall have the sole discretion to determine whether the plans and specifications submitted for approval are acceptable and in compliance with the total scheme of the neighborhood. If same are not approved or disapproved within thirty (30) days from date submitted, then same shall be approved by default.

(c) The Architectural Control Committee shall have the right to promulgate design standards setting forth more specific requirements than are set forth in this Declaration; provided, however, that the promulgation of design standards, or lack thereof, shall in no way waive the discretion of the Architectural Control Committee to approve or deny all plans and specifications.

APPLICATION INFORMATION

1. The following exterior modifications, and only these modifications, do not require an Architectural Change Request Form (“Form”) to be submitted if certain conditions are met:
 - Patios and Walkways (Guideline 1)
 - Exterior Decorative Objects (Guideline 2)
 - Garden Plots (Guideline 3)
 - Play Equipment, Play Houses and Tree Houses (Guideline 4)
 - Basketball Goals (Guideline 5)
 - Children’s Wading Pools (Guideline 6)
 - Repainting with same color (Guideline 9)
 - Ornamental Trees and Shrubbery (Guideline 12)
2. A complete Form must be submitted through the Architectural Control Committee for all other types of modifications. All modification approvals must be in writing. When plans are required, they must be submitted with the Form. A Form is attached to these guidelines. Additional Forms may be requested from the Board of Directors at 678-889-5168 or printed from http://www.chandlergrove.com/Architectural_Change_Request.pdf.
3. The Architectural Control Committee ordinarily meets once every month, except when a holiday postpones a meeting. Owners generally receive a response to their request within ten days after the meeting at which the request is considered.
4. As described in the DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS, AND EASEMENTS FOR CHANDLER GROVE SUBDIVISION, any Architectural Change Request not approved or disapproved within thirty (30) days from the date submitted shall be approved by default.
5. If you are interested in joining the Architectural Control Committee, please send an email to acc@chandlergrove.com or contact the Board of Directors at 678-889-5168.

COVENANT ENFORCEMENT PROCEDURES

1. Apparent covenant violations, as reported by any source, must be submitted in writing to the Architectural Control Committee to be referred for appropriate action.
2. If a violation cannot be resolved by the Architectural Control Committee, the Architectural Control Committee shall refer the matter to the Board of Directors who will send a letter requesting compliance and/or submissions for approval.
3. If necessary, follow-up correspondence requesting immediate action will be sent. Possible sanctions include:
 - (i) Suspension of the right to vote;
 - (ii) Suspension of the right to use the recreational facilities;
 - (iii) Recordation of notice of covenant violation with the superior court;
 - (iv) Imposition of a fine on a per violation and/or per day basis;
 - (v) Commencement of legal procedures;
 - (vi) Correction of the violation by the association with all costs charged to the violator; and/or
 - (vii) Filing a lien for all fines and costs to correct the violation.

COMMUNITY ASSOCIATION GUIDELINES

GUIDELINE 1 - Patios and Walkways

1. Submission of a form for a patio is not required if:
 - (i) The patio does not extend beyond the sidelines of the house and does not extend to within ten (10) feet of side property lines; and
 - (ii) The patio does not exceed six (6) inches above ground level at any point.
2. Submission of a Form for a walkway is not required-if the walkway is located in the rear yard and:
 - (i) The walkway does not extend beyond the sidelines of the house and does not extend to within ten (10) feet of side property lines; and
 - (ii) The walkway does not exceed four (4) inches above ground level at any point.
3. A Form must be submitted for patio covers, trellises, permanent seating, railing and other items not enumerated above.
4. Stacks of firewood may not be visible when viewed from the front of the home.

GUIDELINE 2 - Exterior Decorative Objects, Lighting, Etc.

1. An ACR form must be submitted in order to obtain an approval for all exterior decorative objects, both natural and man-made. Exterior decorative objects include items such as bird baths, wagon wheels, sculptures, statues, fountains, pools, antennas, freestanding poles of all types, flag poles, and items attached to approved structures, except: A form is not required to be submitted for a single flag pole staff attached to the front or side portion of a house.
2. All shutters, front doors, screen doors, storm doors and gutters shall be maintained and repaired on a timely basis. All missing shutters shall be replaced with an identical design and color of the other shutters attached to the home.
3. Flower pots and potted plants should be limited in number, tastefully arranged, and contain no dead plants.
4. All Christmas lighting and decorations must be taken down no later than thirty (30) days (January 25th) after Christmas day.
5. All holiday decorations shall be removed within 30 days of the celebrated holiday.
6. Except as provided below and Holiday Lighting, a Form must be submitted for all exterior lights or lighting fixtures not included as a part of the original structures. A Form is not required if lights meet the following criteria:
 - (i) Lighting does not exceed twelve (12) inches height;
 - (ii) The number of lights does not exceed ten (10); and
 - (iii) All lights must not exceed 100 watts must be white or clear, non-glare type and located to cause minimal visual impact on adjacent properties and streets.
7. Objects will be evaluated on criteria such as site location, proportion, color and appropriateness to surrounding environment.
8. Artificial, silk, plastic or synthetic flowers or shrubberies are prohibited within the housing landscape. This guideline shall not apply to artificial wreaths, temporary holiday decorations and/or flowers hung on doors as decorations.

GUIDELINE 3 - Garden Plots

1. A Form must be submitted for garden plots unless all of the following conditions are met:
 - (i) The plot is located behind rear line of house;
 - (ii) The size of the plot is limited to 150 square feet or 1/4 of the rear lot, whichever is smaller; and
 - (iii) The maximum height of plants must be less than the privacy fence which encloses them. If there is no privacy fence, the maximum height of plants is less than four (4) feet.

2. All garden plots must be located behind the rear line of the house. Houses set on lots at angles and houses on corner lots will be considered on an individual basis when an ACR Form is submitted.

GUIDELINE 4 - Play Equipment, Play Houses, and Tree Houses

Play Equipment

1. A Form is not required to be submitted for play equipment if the play equipment is located:
 - (i) Within the extended sidelines of house;
 - (ii) In the rear yard;
 - (iii) Within the screened fenced area of the rear of the house, if yard is fenced; and
 - (iv) Such that it will have a minimum visual impact on adjacent properties.
2. Metal play equipment is prohibited.
3. A baseball backstop or similar item is not play equipment and must comply with the fence guidelines.

Play Houses and Tree Houses

1. A Form must be submitted for all play houses and tree houses.
2. Play houses and tree houses must be located where they will have a minimum visual impact on adjacent properties. In most cases, material used must match existing materials of the home and the tree house/play house may not be larger than 100 square feet.

GUIDELINE 5 - Basketball Goals

1. Basketball goals permanently attached to a house are not permitted.
2. If freestanding or portable:
 - (i) One rectangular guideline surrounding the hoop is permissible; and
 - (ii) The hoop must be set off from the curb at least ten (10) feet. If moved into the street, the basketball goal must be placed back into the driveway within 72 hrs.

GUIDELINE 6 - Private Pools

1. A Form is not required to be submitted for children's portable wading pools (those that can be emptied at night) that do not exceed eighteen (18) inches in depth and whose surface area does not exceed thirty-six (36) square feet.
2. Children's wading pools are only permitted in the backyard. If the backyard is too steep to accommodate a child's wading pool, the homeowner may place the wading pool in the front yard for no longer than a twenty-four (24) hour period.
3. Aboveground pools are prohibited (other than wading pools as described above).
4. A Form must be submitted for all in-ground pools. Glaring light sources which can be seen from neighboring lots may not be used. The form must include the following:
 - (i) Appearance, height, and detailing of all retaining walls must be consistent with the architectural character of the house. Some terracing may be acceptable;
 - (ii) Preferred privacy fencing, for lots with pools or spas, consists of a cedar shadow box design and a maximum of 6 foot in height;
 - (iii) Total square footage (maximum pool area - 1,000 Sq. Ft.); and
 - (iv) Landscaping enhancement of the pool area and screening with landscaping is required.
5. A Form must be submitted for exterior hot tubs.
6. All pools must meet county construction, safety, and inspection regulations.

GUIDELINE 7 - Fences

1. A Form must be submitted for all fence construction, replacement, painting or staining.
2. Chain link fences, cyclone fences, non-wooden fences, vinyl fences and any forms of wire fencing are prohibited.
3. All Forms must include the following information:
 - (i) Picture or drawing of fence type. Fence types should generally be Privacy, Split Rail or Picket designs. (Please contact the Architecture Control Committee for questions regarding permitted fence styles);
 - (ii) The maximum height may not exceed six (6) feet. The maximum span between posts shall be ten (10) feet. The minimum post size shall be 4 X 4 inches;
 - (iii) The fence must be natural or painted (either earth tones or to match exterior trim color);
 - (iv) Fence bracing must be facing inward toward the yard, not outward toward the street or your neighbor;
 - (v) Fencing must be maintained in good repair including the replacement of weathered, warping, loose or missing boards; and
 - (vi) A site plan denoting the location of the fence must accompany the Form. For a fence to be approved (without a requested and approved variance) it shall:
 - a) Connect to the home at the rear of the house;
 - b) Follow the line of the house;
 - c) Be offset from the curb by at least ten (10) feet;
 - d) Fences must adhere to all Gwinnett county code regulations and guidelines; and
 - e) Fences built within eighteen (18) inches of the property line must be approved in writing by the neighbor(s) sharing the property line.

GUIDELINE 8 - Decks

1. A Form must be submitted for all decks.
2. The Form must include:
 - (i) A site plan denoting location, dimensions, materials and color;
 - (ii) In most cases, the deck may not extend past the sides of the home;
 - (iii) Materials must be cedar, cypress, or No. 2 grade or better pressure treated pine (man-made materials will be considered on a case-by-case basis); and
 - (iv) Color must be natural, earth tone, or painted to match exterior color of home.
3. Vertical supports for wood decks must be a minimum 4 X 4 inch wood posts or painted metal poles, preferably boxed in as to appear to be 4 X 4 inch wood posts.
4. The following, without limitation, will be reviewed: location, size, and conformity with design of the house, relationship to neighboring dwellings, and proposed use.
5. Owners are advised that a building permit may be required for a deck, and must meet all county building codes.
6. A form must be submitted for re-painting and re-staining of decks unless the color is natural, earth tone or painted to match the exterior color of the home.

GUIDELINE 9 - Exterior Building Alterations

1. A Form must be submitted for all exterior building alterations. Building alterations include, but are not limited to, storm doors and windows, solar paneling, construction of driveways, garages, parking pads, carports, porches and room additions to the home. Repainting requires prior written approval only if the color is changed.
2. The original architectural character or theme of any home must be consistent for all components of the home. Once the character is established, whether it is traditional, contemporary, etc., no change may alter that character.
3. A paint color change requires the following information:
 - (i) Area of home to be repainted; and
 - (ii) Photograph of your home and homes on either side (in most cases, adjacent homes cannot be painted the same colors).
4. Storm windows and doors must be made of anodized bronze or anodized aluminum with baked enamel finish compatible with the primary and trim colors. The Form must contain the following information:
 - (i) Picture or drawing of all windows/doors on which storm windows/doors will be installed;
 - (ii) Picture depicting style of storm window/door to be installed; and
 - (iii) Color.
5. If County authorities make any changes to the plans as approved by the Architectural Control Committee, the owner must submit such changes for approval prior to commencing construction.
6. Owners are advised that a building permit will be required for certain exterior building alterations.
7. A form must be submitted for all dog houses. All dog houses must be located where they will have no visual impact on adjacent properties. The dog house should not be visible from the street. Approval of dog houses may be provided by the ACC on a case to case basis if your home is located on a corner lot.

GUIDELINE 10 - Vehicles and Parking

1. No boat, trailer, camper or recreational vehicle may be parked or stored in open view on residential property for longer than a forty-eight (48) hour period.
2. No vehicle may be parked on any yard. Homeowners are responsible for guest parking and must ensure that guests park in a safe manner and do not impede access to other driveways and traffic.
3. No inoperative vehicle shall be parked on any Lot for any period of time in excess of fourteen (14) days.
4. No owners or occupants of any lot or parcel of land shall repair or restore any vehicle of any kind upon any lot or upon any parcel of land, except for emergency repairs, and then only to the extent necessary to enable the movement thereon to a proper repair facility.
5. No riding lawnmowers may be parked or stored in open view from the street at any time.

GUIDELINE 11 - Satellite Dishes

1. Satellite Dishes must be no larger than one (1) meter in diameter.
2. If ground mounted, ensure dish and cables are installed in most unobtrusive manner.
3. Front yard installations are acceptable only if quality signal cannot be obtained elsewhere on property.
4. If mounted on home, should be mounted on rear of home and within the sidelines of home, where possible, so as not to be visible from street.
5. No roof top mounting, unless necessary for quality signal reception.
6. If given a choice, color of satellite dish should blend with the color of home.

GUIDELINE 12 – Lawn Maintenance

1. Homeowners are responsible for maintaining their landscaping including:
 - (i) Front and side lawns must be regularly mowed. Grass should not exceed four (4) inches height. Backyards of homes must be well maintained and adhere to Gwinnett county code and enforcement regulations;
 - (ii) Grass should be kept healthy and free of weeds;
 - (iii) Drive ways, curbs, and sidewalks must be regularly edged;
 - (iv) Bushes and shrubs must be pruned and maintained;
 - (v) Flower beds must be maintained and free of weeds and grass;
 - (vi) Any dead trees must be removed or replaced;
 - (vii) Pine straw or mulch must be maintained;
 - (viii) Sidewalks and curbs must be free of weeds;
 - (ix) Yard debris and grass clippings shall not be left upon the street, sidewalk, or driveway; and
 - (x) Yards must be kept free of debris and clutter including, but not limited to, bicycles, skateboards, and toys;
 - (xi) Water hoses, sprinklers and any other lawn care tools must be removed from the lawn when not in use.
2. No activity which may create erosion or siltation problems shall be undertaken on any Lot except for the initial construction of residences and development of the Property unless the same is approved by the Architectural Control Committee.
3. No trees that are more than 4 inches in diameter at a point two (2) feet above the ground shall be removed without the written consent and approval of the ACC.

GUIDELINE 13 – Trash Cans and Debris

1. Trash cans and recycling containers shall not be visible when viewing the front of the home from the street when stored on non-scheduled trash pick-up days. Trashcans may not be stored or placed behind a bush or a shrub as seen front of the home.
2. Trash cans shall not be taken to the curb prior to dusk the day prior to trash pickup. Trash cans must be removed before the morning following scheduled trash pick-up days.
3. No rubbish, trash, construction materials or debris of any kind shall be dumped, placed or permitted to accumulate upon any portion of an Owner's Lot, neighboring property or any common area so as to render the same unsanitary, unsightly or offensive. No nuisance shall be permitted to exist upon any portion of the Property.
4. Lawn chairs, tables and patio furniture shall not be permitted on the front lawn.

GUIDELINE 14 – Pets

1. 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.
2. No animal shall be allowed to become a nuisance.
3. No animal shall be chained in the front yard of a home for more than a six (6) hour period.
4. Homeowners walking their pets are required to pick up after them and not leave feces upon the sidewalk or in neighbors' yards.

GUIDELINE 15 – Signs

1. No signs shall be installed, altered or maintained on any Lot, or on any portion of a Structure visible from the exterior thereof, except:
 - (i) Such signs as may be required by legal proceedings;
 - (ii) Not more than one “For Sale” sign, provided, however, that in no event shall any such “For Sale” sign be larger than six (6) square feet in area; and following the completion of the sale of any Lot, the sign located thereon shall be removed immediately. In addition, the homeowner may place one (1) flier box no more than twelve (12) inches from the “For Sale” sign provided, however, that in no event shall the flier box be larger than one (1) square foot in area;
 - (iii) Directional signs for vehicular or pedestrian safety;
 - (iv) Home alarm signs, provided however that in no event shall the alarm signs be larger than one (1) square foot in area and no more than ten (10) feet from the front door;
 - (v) Chandler Grove Yard of the Month sign;
 - (vi) Campaign signs for the President of the United States, which may only be placed in the yard thirty (30) days prior to the election and must be removed within five (5) days after the election. Campaign signs for the President of the United States are limited to one sign per home. The sign shall not exceed six (6) square feet in area and must not be placed more than ten (10) feet from the front door; and
 - (vii) Signs acclaiming a child’s sports team are limited to one sign per home. The sign shall not exceed six (6) square feet in area and must not be placed more than ten (10) feet from the front door. The sign may only be placed in the yard for a maximum of ninety (90) days.
2. No signs are allowed in the common areas without prior approval from the Board of Directors. Signs installed in the common areas without the prior approval from the Board of Directors will be disposed of at the owner’s expense. However, homeowners may place event signs such as Open House signs, party signs, etc. in common areas, on the homeowner’s property or on street signposts only during the day of the event. Such signs must be removed within 24 hours of being installed. Signs placed at the entrance approved by the Board of Directors to notify residences of upcoming events are acceptable. These signs include, Social Committee Events, Homeowner Meeting Notices, Tennis Committee Events, etc.
3. “Garage Sale” or “Yard Sale” signs are allowed in the common areas, on the homeowner’s property or street signposts provided they are removed within twenty-four (24) hours of being installed.
4. Signs advertising any form of business including but not limited to roofing, painting, and landscaping are prohibited.
5. This guideline shall not apply to any signs placed on common areas approved by the Board of Directors.

GUIDELINE 16 – Accessory Structures

1. A detached accessory structure may be placed on a lot to be used for a playhouse, a swimming pool, a tool shed, a mailbox, a dog house.
2. Accessory structures shall not exceed fifteen (15) feet in height, twelve (12) feet in width, twelve (12) feet in length and shall conform in exterior design and quality to the dwelling on the same Lot.
3. Accessory structures shall also be located with such side and rear setback lines as may be required hereby or by applicable zoning law. However, there shall be no outside lighting except as may be approved by the Architectural Control Committee.
4. Concrete block or cinder block shall not be used as a building material for the exposed exterior surface of any dwelling or accessory structure constructed or placed on any lot.
5. Any accessory structure must be approved, in advance, in writing by the Architectural Control Committee.
6. Only one mailbox shall be located on any Lot, which mailbox shall be of the original design and color unless otherwise approved by the Architectural Control Committee. Mailboxes must be maintained and in good repair including the replacement of missing doors, missing flags and missing numbering. In addition, mailboxes shall remain upright as not lean or sag.
7. No lumber, bricks, stones, cinder blocks, scaffolding, mechanical devices or any other materials or devices used for building purposes shall be stored on any Lot except for purposes of construction of a dwelling or accessory structure on such Lot nor shall any building materials or devices be stored on any Lot for longer than the length of time reasonably necessary for the construction in which such materials or devices are to be used.
8. All garages must have doors, and each garage door must be coordinated in design and color with the dwelling to which it is appurtenant. Garage doors must be maintained in good working condition and remain free of noticeable damage and dents. Damaged garage doors must be repaired within ten (10) days of being damaged or in disrepair.
8. Any construction on a Lot shall be at the risk of the Owner of such Lot and the Owner of such Lot shall be responsible for any damage to any curbing or street resulting from construction on such Lot; repairs of such damage must be made within thirty (30) days after completion of such construction.
9. Detached buildings shall meet the following criteria:
 - (i) Detached buildings shall be limited to 144 square feet.
 - (ii) Detached buildings may not be used for workshops, garages, or any other purpose that may be deemed by the Architectural Control Committee to cause disorderly, unsightly, or unkempt conditions.
 - (iii) Detached building exterior materials must match the exterior materials and colors used on the home.

GUIDELINE 17 – Miscellaneous Fixtures

1. To provide a neat, attractive and harmonious appearance throughout the neighborhood, no awnings, shades or window boxes shall be installed or constructed upon any lot or parcel of land without the prior written consent of the Architectural Control Committee.
2. Further, foil or other reflective material shall not be used on any windows on sun screens, blinds, shades or for any other purpose, nor shall any window mounted heating, air-conditioning or fan units be permitted. Broken windows shall be replaced within ten (10) days and shall not be boarded up for more than ten (10) days.
3. Outside clotheslines or other outside facilities for drying or airing clothes are specifically prohibited and shall not be erected, placed or maintained upon any lot or parcel of land, nor shall any clothing, rugs or other items be hung on any railing, fence, hedge, window sill or wall.

GUIDELINE 18 – Grandfathering

1. Any external modification which pre-dates these guidelines is considered to be grandfathered. Unless any of the following are true:
 - (i) The Board of Directors has contacted the home owner regarding the modification; or
 - (ii) The Architecture Control Committee has contacted the home owner regarding the modification.

2. If a grandfathered item is removed for any reason, it cannot be replaced unless:
 - (i) The Architectural Change Request forms are completed and submitted to the Architecture Control Committee; and
 - (ii) The Architecture Control Committee approves the request.

GUIDELINE 19 – Procedures and Enforcement

Pursuant to Article IX, Section 9, of the DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS FOR CHANDLER GROVE SUBDIVISION:

The Association may levy fines and suspend voting rights and privileges to use the common areas for any violation of the Declaration, Bylaws, Rules, Regulations, or Design Standards, which fines shall be collected as provided in ARTICLE V for the collection of assessments. The amount of said fines shall be set by the Board. (The following procedure shall not be required for suspension due to delinquent payment of the annual assessments, said suspension being automatic.)

The Association shall not levy a fine (a late charge shall not constitute a fine) or impose a suspension unless and until the following procedure is followed:

Written demand to cease and desist from an alleged violation shall be mailed to the alleged violator specifying:

- (i) The alleged violation;
- (ii) The action required to abate the violation;
- (iii) A time period, not less than ten (10) days, during which the violation may be corrected without further sanction. The Board or its designee may demand immediate abatement in such circumstances which, in the Board's determination, pose a danger to safety or property;
- (iv) That the alleged violator may, within ten (10) days from the date of the notice, send a written appeal to the Board via certified mail;
- (v) The mailing address to which the appeal may be sent; and
- (vi) That all rights to have the fine reconsidered are waived if a hearing is not requested within ten (10) days of the date of the notice, and that fines shall not accrue during the appeal period.

GUIDELINE 20 – Fines

Any improvement made to a Lot or Home without first obtaining written approval as indicated in these Architectural Standards will result in a \$50.00 fine and the homeowner will forfeit their rights for the use of neighborhood common areas until the fine is paid.

GUIDELINE 21 – Continuing Violations

Any Owner in violation of any Architectural Standard or Guideline that fails to comply, who has received proper notice as set forth in Guideline 19, will be assessed a minimum fine of \$50.00 in addition to \$10.00 per each day the violation is not addressed or corrected as outlined in the fine letter, which could result in a lien being filed against the Lot.

CHANDLER GROVE

HOME OWNERS ASSOCIATION

ARCHITECTURAL CHANGE REQUEST FORM

Date: _____

Owner: _____

Address: _____

Lot Number: _____

Phone: _____

Email: _____

Contractor Name: _____

Address: _____

Phone: _____

Email: _____

Proposed Start Date*: _____

Proposed Completion Date: _____

*** NOTE: Please allow 30 days following submission of this form prior to beginning any architectural change.**

Description of improvement proposed (Attach additional sheets as necessary):

All submittals must be accompanied by the following:

1. Architectural drawing and/or pictures.
2. Property survey showing proposed improvements.
3. Description of materials.

Important Notice:

For your protection, inquire with the City and/or County about permit requirements before starting any work on said property involving new construction, alterations, modifications, or additions.

CHANDLER GROVE

HOME OWNERS ASSOCIATION

***** Signature of Homeowner(s) Required *****

Neither the Declarant, the Association, the ACC, the Board, nor the Officers, Directors, Members, Employees, nor the agents of any of them shall be liable in damages to anyone submitting plans and specifications to any of them for approval, or to any owner of property affected by the declaration by reason of mistake in judgment, negligence, or disapproval or failure to approve or disapprove any such plans or specifications; nor shall any of them assume liability or responsibility for any effect in any structure constructed from any such plans and specifications.

The undersigned owner(s) do hereby acknowledge that he or she is responsible for complying with any third party easements, setbacks, buffers and any other county requirements. Any approval of plans and specifications shall not entitle improvements to be built if otherwise prohibited by any third party easements or other County requirements.

Approval of any such structure by the ACC is no way a certification that the structure has been built in accordance with any Governmental rule or that the structure complies with sound building practice or design.

Homeowner(s) acknowledge(s) that s/he has read the entirety of this form:

Owner: _____
Printed Name: _____
Date: _____

Owner: _____
Printed Name: _____
Date: _____

CHANDLER GROVE

HOME OWNERS ASSOCIATION

Liability Release for Association Approved Changes

Date: _____
Owner: _____
Address: _____
Phone: _____

In accordance with the Declarations of Chandler Grove Home Owners Association and in connection with the plans and specifications attached hereto and being submitted to the Architectural Control Committee for approval, the undersigned owner(s) hereby agree(s) that plans and specification submitted are not approved for engineering or structural design or quality of materials and by approving such plans and specifications the Declarant and/or ACC assumes no reliability or responsibility for any defect or any structure constructed from such plans or specifications. The undersigned owner(s) further agree(s) that neither the Declarant, the Association, nor the officers, directors, members, employees, nor any of the agents of any of them shall be liable in damages to anyone submitting plans and specifications to any of them for approval or to the undersigned owner by reason of mistake in judgment, negligence or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such plans or specifications. By submitting the plans and specifications attached hereto the undersigned owner(s) do(es) hereby release covenant not to sue or bring any action against Declarant, the ACC, the association or the officers, directors, members, employees and agents of any of them to recover any damages and hereby releases, remises, quitclaims and covenants not to sue for all claims demands and causes of action arising out of or in connection with any judgment, negligence or refinance and hereby waives the provisions on any law which provides that a general release does not extend to claims demands and clauses of actions not known at the time of release.

The undersigned owner(s) hereby acknowledge(s) that he or she is responsible for complying with any third party easement setbacks, buffers and any other County requirements. Any approval of plans and specifications shall not entitle improvements to be built if otherwise prohibited by any third party easements or other County requirements.

Owner: _____
Printed Name: _____
Date: _____

Owner: _____
Printed Name: _____
Date: _____