# Common Area Rules, Regulations & Restrictions and Design Standards for



# Centennial Lakes

### INTRODUCTION

The Design Standards have been established by the Architectural Review Committee (ARC) in order to create and maintain a community of high quality and visual harmony. The Developer has gone to great lengths in designing and developing the neighborhood and wants to ensure the protection of the Centennial Lakes concept, community lifestyle and individual property values. All property owners are bound by these Design Standards that govern the architectural control requests made by residents. In the event of a conflict between the Declaration of Protective Covenants for the community or individual neighborhood and the Design Standards, the community Covenants shall prevail.

### ARCHITECTURAL CONTROL REQUEST PROCEDURE

No exterior addition or alteration may be commenced on any lot without written approval from the ARC prior to the start of the project in order to maintain architectural integrity and association records. The only exceptions being annual or perennial flowers or a small number of shrubs.

Requests for all projects must be made in writing to the ARC in care of:

Sentry Management, Inc.
270 Carpenter Drive, Suite 320
Atlanta, Georgia 30328
404-459-8951
404-459-8962 fax
Property Manager:
Kurt Wackerly – kwackerly@sentrymgt.com

All ARC requests must include the following:

- 1. A completed architectural request form, available from your agent or Sentry Management, Inc. (An Architectural Request Form is attached for your convenience);
- 2. A site plan of your property (received at closing) showing the location of your addition or alteration; and
- A full description of your project, including dimensions, colors, and proposed materials.

The Architectural Review Committee (ARC) will respond to your request within thirty (30) days from the date of receipt by the committee. The approval or denial of your request will be sent to you via a letter from the Property Manager. The Property Manager has the right to observe the project upon completion for compliance of these standards.

### **POOL RULES**

Pool Season: May through October

- 1. No running in pool area
- 2. No solo swimming
- 3. No glass allowed in pool area
- 4. Children under the age of 14 must be accompanied by an adult
- 5. Non potty-trained children are required to wear swim diapers or rubber pants
- 6. Any person with infectious or contagious diseases may not use the pool
- 7. Any person with open sores may not use the pool
- 8. Shower before entering pool
- 9. Only proper swimming attire allowed in pool area (no cut off jeans)
- 10. No pets allowed in swimming area
- 11. Swim accessories may be used only in accordance with their design
- 12. No roughhousing or verbal abuse allowed
- 13. No diving in pool areas five (5) feet or less
- 14. All trash must be disposed of in proper containers
- 15. All patrons are expected to conduct themselves in a safe and appropriate manner at all times
- 16. The pool may not be exclusively reserved

### TENNIS COURT RULES

- 1. Proper attire required tennis shoes only
- 2. No bicycles, skateboards, skates, scooters, dogs, etc. are allowed on the tennis courts
- 3. Facility must be shared with all participants equally
- 4. All players are responsible for area cleanup after play

### **ENFORCEMENT**

Enforcement of Common Area regulations will be in accordance with Article 6.7 "Enforcement" in the Protective Covenants, Conditions, Restrictions and Easements for Centennial Lakes.

Created: 8/17/05

Revised: 5/30/07

## Design Standards for Centennial Lakes

### **LANDSCAPING**

Any addition or alteration to a lot which makes a noticeable change from the street, or which might cause erosion, requires approval in advance (i.e. major landscaping improvements, retaining walls, landscape timbers, railroad ties). Work should be performed in a way to prevent water from flowing across one lot to another lot. The homeowner is responsible for maintaining proper grades at all times.

Landscaping should relate to the existing terrain and natural features of the lot. Landscape borders may not exceed four (4) inches above the ground in height and should be of natural color and material. No plastic edging is allowed other than that of continuous, heavy-duty black plastic edging.

No living tree shall be removed from a lot without prior written approval from the ARC. Owners shall remove fallen, dead or dangerous trees. All cut trees shall be removed off the property in a timely manner or stored in the appropriate location for firewood.

All lot owners are responsible for maintaining all landscaping on their lots. Regular mowing, weeding, mulching and edging are required and debris should be removed promptly.

### **FENCING**

Fencing may not be closer to the front street than the rear edge of the dwelling or the rear edge of the dwelling next door. On corner lots, fencing into the side yard adjacent to the roadway may be subject to additional restrictions as determined by the ARC. The finished side of the fence must face the neighboring streets and properties on all sides.

Fencing will not be allowed to climb or descend steep slopes located on certain lots and will be required to stop at the top or bottom of the slope, whichever is applicable. On these lots, a rear gate must be installed in order for homeowners to access and maintain the remainder of their property.

### FENCING (CONTINUED)

Fencing on Lots 175, 178-182 and 184-185 is specifically restricted due to the location of these lots next to the common area park. Side fencing of any of the approved fence styles listed below will be allowed. The fencing must retire into the existing white three-rail PVC fencing on the common boundary line between these lots and the common area park. If such side fencing is taller than the three-rail PVC fencing then the side fence must terminate at the same height as the three-rail PVC fencing. The transition between the two heights may not be greater than a 45 degree angle. The only additional rear fencing that will be allowed on these lots is 4' black iron fencing if the Owner installs this type of fencing on the side of their lot as well.

Owners of lots 175, 178-182 and 184-185 are allowed to install a white gate, to be approved by the ARC, in order to enclose their lot using the same materials as the current white three-rail PVC fencing. Owners are also allowed to place wire mesh along the white three-rail PVC fencing, on their side, in order to prevent small children or animals from climbing through the fencing onto the common area park. General maintenance of the white three-rail PVC fencing is the responsibility of the HOA unless it is determined that damages or alterations were caused specifically by a homeowner or their guest due to attaching a gate, mesh wire, side fencing, etc. to the existing three-rail PVC fencing.

Fencing on any Lot that is considered a "Parkway Lot" or "Lake Lot" is also specifically restricted due to the location of these lots next to the main Parkways or main Lake in the neighborhood. The Parkway Lots include any lot where the rear yard is adjacent to Centennial Lakes Parkway or Shaw Drive, including, but not limited to the following lot numbers: 1-16, 19-20, 240-247, 277-305 and the lots located in Pod 20 adjacent to Centennial Lakes Parkway (lot numbers are not finalized at this time). If an owner of a Parkway Lot wishes to fence in their rear yard they must install a six (6) foot arched solid privacy pressure treated wood fence in order to maintain a consistent look along the major parkways of the neighborhood.

The Lake Lots include those lots adjacent to the main lake in the neighborhood (Lots 21, 22, 26, 27). If an owner of a Lake Lot wishes to fence in their rear yard they can either install a six (6) foot arched solid privacy pressure treated wood fence or a four (4) or five (5) foot three (3) rail pressure treated wood fence. A combination of these two fences will also be allowed on these lots, subject to approval from the ARC.

ANY lot that contains an Easement could be subject to special fencing requirements or restrictions. For example, fencing placed over a Drainage Easement cannot be flush with the ground and must be placed high enough to allow for proper drainage (typically three (3) to six (6) inches above the ground).

### FENCING (CONTINUED)

Six (6) foot and Four (4) foot fencing are permitted. Chain Link fences are prohibited. Listed below are the styles and types that are acceptable and the attached Exhibit "A" provides additional details and specifications.

### Six (6) Foot Wood Fencing (Pressure Treated Pine or Unpainted Cedar)

- \*Solid Privacy Dog Eared Straight, Arched or Scalloped
- \*Shadow Box Dog Eared Straight, Arched or Scalloped

### Four (4) Foot Wood Fencing (Pressure Treated Pine or Unpainted Cedar)

- \*Spaced Dog Eared Pickets Straight, Arched or Scalloped
- \*Spaced French Gothic Pickets Straight, Arched or Scalloped

### Four (4) Foot Black Iron Fencing (See Exhibit "A")

Fences must be constructed as shown on Exhibit "A" or an equivalent fence of similar quality shall be installed. The ARC reserves the right to review fence submittals on a case-by-case basis and also to grant Variances. A Variance, by approval or denial, does not set a precedent for future Variances.

### **DECKS/PORCHES**

Deck and Porch design and colors must be approved. They must be natural in color and if any lattice or arbors are added to a deck, they must be approved and match the deck color. Approved screening or landscaping must conceal any storage items below a deck.

### STATUARY/SIGNAGE/FLAGS

Exterior sculpture, birdbaths, birdhouses, fountains, etc., must be approved in advance.

No sign of any kind shall be erected within the Community without the prior written approval of the ARC with the following exceptions: One *For Sale* sign, one small (64 square inches or less in size) security sign located in a landscape bed and any signs required by legal proceedings may be erected upon any Lot. All signs must be kept in good condition.

A bracket attached to the house may display the United States flag, Approved State flag, as well as seasonal and decorative flags. Flags cannot be larger than 3' x 5' and attached to a pole no longer than 5'. Flags cannot be torn, faded or controversial in nature.

### **EXTERIOR LIGHTING**

No colored lights shall be used on any portion of a lot except that decorative, ornamental and holiday lighting which will be permitted during the holiday season from the week of Thanksgiving through New Year's Day. Exterior lighting, including landscape lighting must be approved in advance. Exterior lighting should be low level, non-glare type in locations that have the least amount of impact on adjacent lots and streets. All outdoor lighting must be properly maintained.

### **GARDENS AND PLAY EQUIPMENT**

No vegetable garden, hammock, play equipment (including basketball goals), or garden pool shall be erected on any lot without the prior written approval of the ARC.

Vegetable gardens, hammocks and play equipment must be located between the rear of the dwelling and the rear lot line. Where play equipment is installed on a corner lot and is visible from the street, it must be constructed of natural unpainted wood. Plastic semi permanent play equipment must be approved and screened from view where visible from the street. Portable play equipment should be removed when not in use. Trampolines are allowed by approval only and must be screened from adjacent properties and the street.

Basketball goals must be mounted on a standard black post with a white or clear backboard. The backboard cannot be attached to the house. Location of basketball goals must be approved in advance and all goals must be properly maintained.

### ANTENNAE/SATELLITE DISHES

Any owner desiring to install an antenna or satellite dish must notify the ARC. Exterior antennae and satellite dishes may be no larger than one meter in diameter and no higher than twelve (12) feet above the roof line. Transmission-only antennae are prohibited. Antennae and dishes shall be located in a place shielded from view from the street and from other lots to the maximum extent possible. Landscaping, painting or screening may be required to minimize visual impact.

### **MAILBOXES**

All mailbox structures will be standardized and must be repainted and/or replaced with the same color and style as the original installation. No additional decorations or information is allowed on the mailbox with the exception of vines or flowers around the mailbox post. All damaged or destroyed mailboxes must be replaced within thirty (30) days of damage.

### **EXTERIOR COLORS**

As the exteriors of homes need repairing or repainting, any change from the original color scheme must be approved in advance. The request submittal should include color chips for ARC review. Repainting in the same color does not require ARC approval.

### SHED/OUT-BUILDINGS

Sheds and outbuildings are not permitted within the community.

### **STORM DOORS**

Storm doors are permitted; however, they must be either full glass or half glass/screen and be factory finished in white, almond, black, dark brown or dark green to match the house trim or door. Other colors may be approved provided they match the house trim or door in color.

### GARBAGE CANS/CLOTHESLINES/WOODPILES, ETC.

Garbage cans, woodpiles, air conditioning units and other similar items shall be located or screened so as to be concealed from view of neighboring lots, streets and adjacent property. Any tarp covering a woodpile must be black or an earth tone color.

Water hoses must be stored adjacent to the water source when not being used. Clotheslines are not permitted. No window air conditioning units or installed window fans shall be permitted.

### WINDOW TREATMENTS AND WINDOW BOXES

No foil or other reflective materials shall be used on any windows. The side of all window treatments including blinds, shutters, shades, drapes or curtains, which can be seen from the outside of any structure must be white or off-white. Natural wood blinds are acceptable.

Window boxes are not permitted.

### GARAGE DOORS/PARKING

Parking for each lot is within the garage unless the owner has more vehicles than garage spaces. Additional vehicles can be parked in the driveway. Recreational, commercial or inoperable vehicles, watercraft and trailers must be parked in an enclosed garage or off-site, but not on any common property within the community. All garage doors must be operational and if damaged, they must be repaired, repainted or replaced immediately. Garage doors must remain closed except when entering and exiting the garage.

### HOT TUBS, SPAS, POOLS

Any exterior hot tubs, spas, or pools must be approved in advance and should be screened from neighboring lots and streets. All pumps, filters, equipment, etc. also must be screened from view. No above ground pools are allowed.

### **DOG/PET HOUSES**

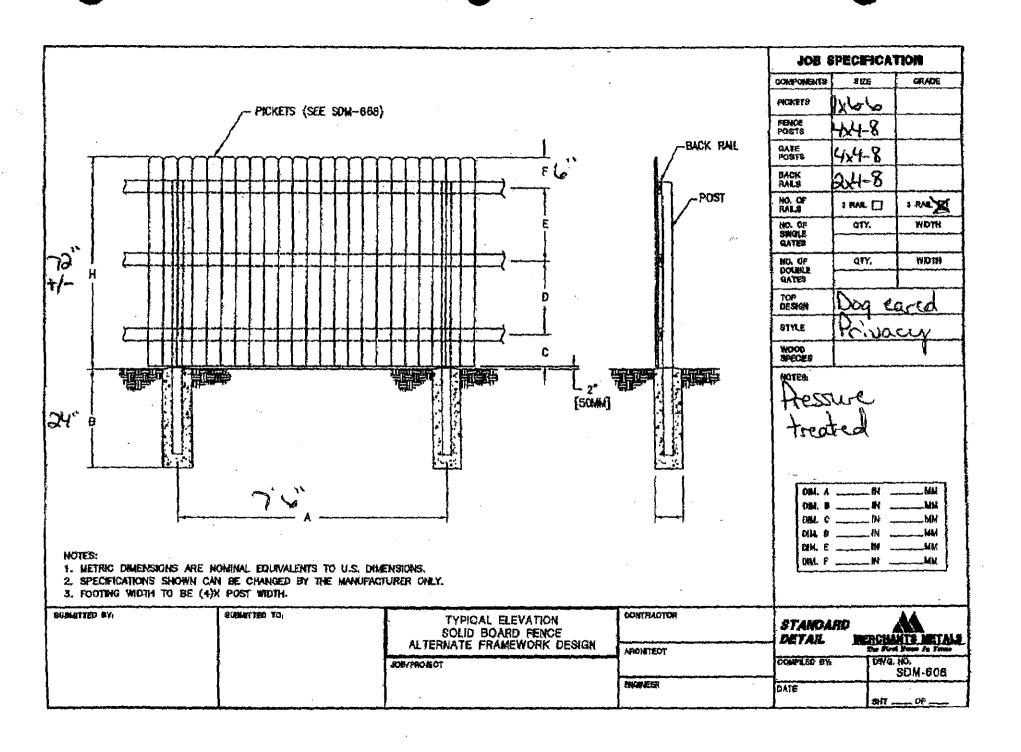
The color and material of any dog/pet house must relate to the exterior of the house. Dog/pet houses must be approved and screened from adjacent lots and streets. Fenced dog runs or pens are not permitted.

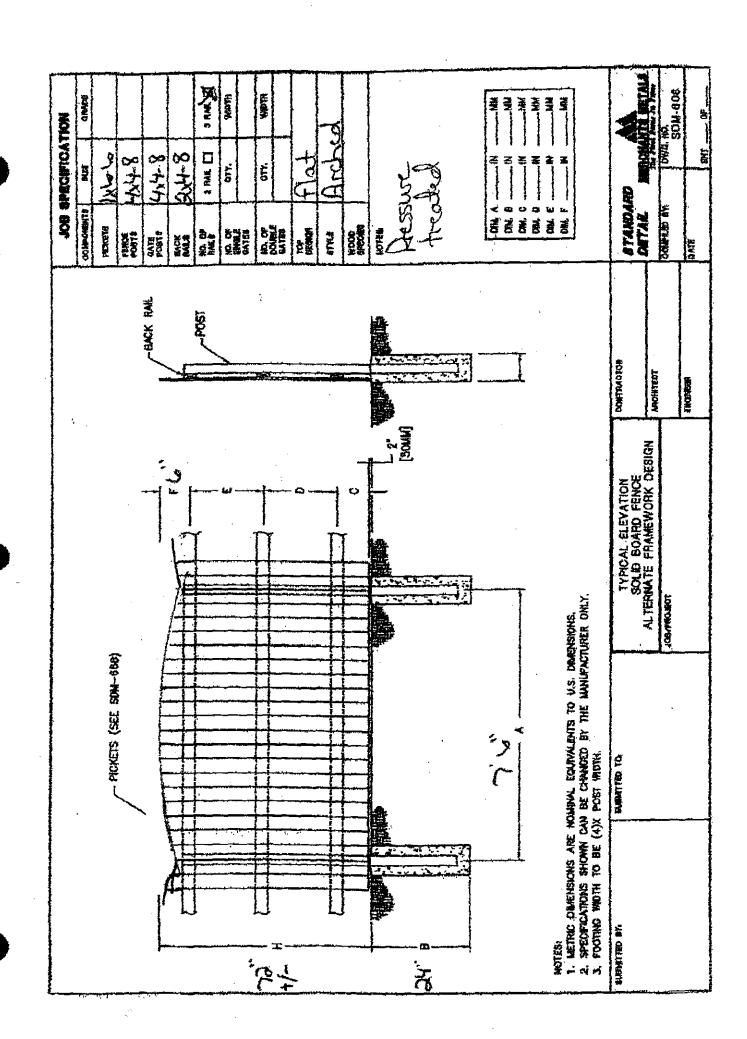
### **FRONT PORCHES/DECORATIONS**

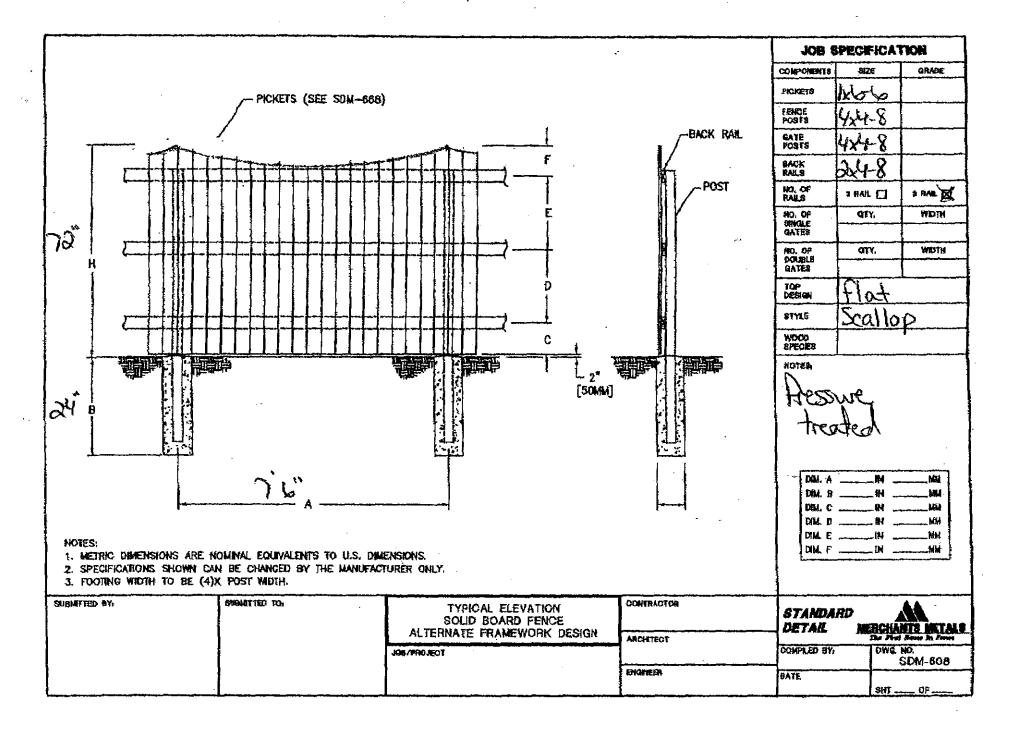
Furniture may be placed on front porches provided the furniture is outside furniture and is natural in color or a color that matches the color scheme of the house. No plastic or shiny aluminum furniture is permitted on front porches. Decorations and furniture must be kept in good condition.

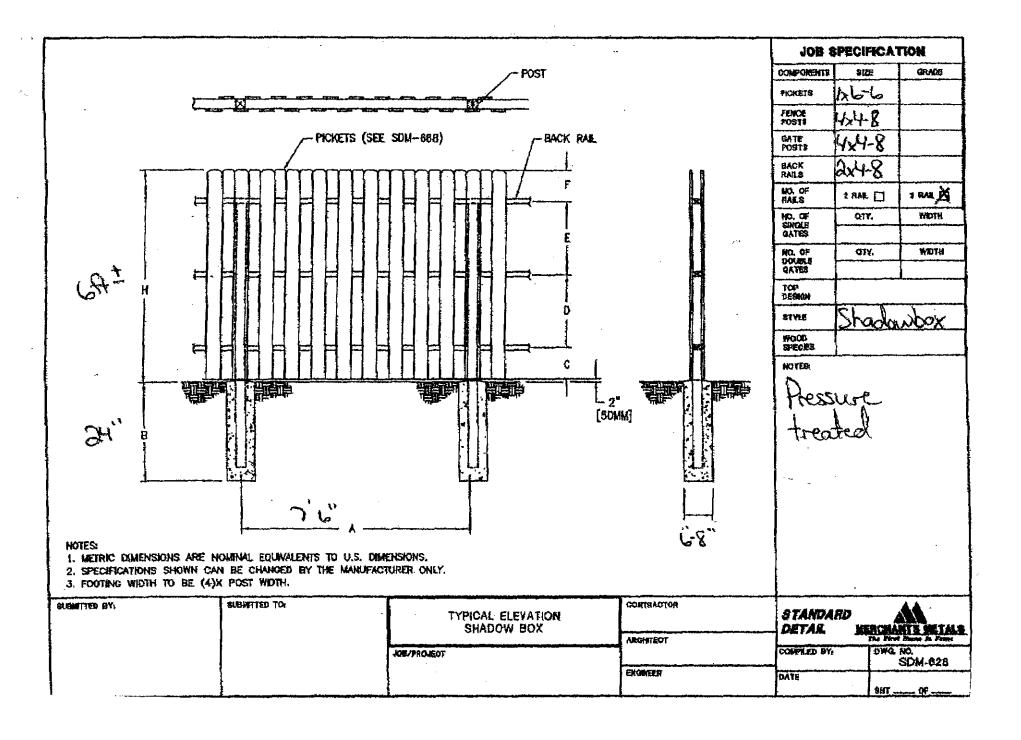
One wreath is permitted on the front door of the house. Flowerpots must be earth tone colors such as clay, beige or white and be made of ceramic, concrete or wood. Empty pots should be removed and plants should be kept neat and healthy. Silk flowers must appear natural and be kept in good condition or replaced.

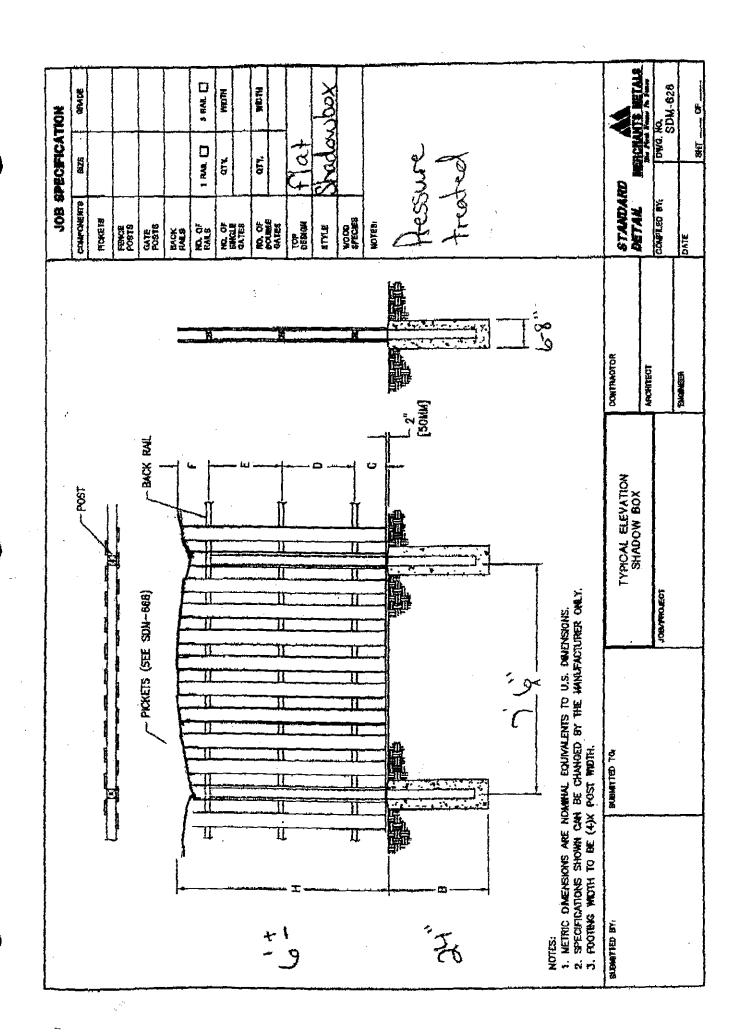
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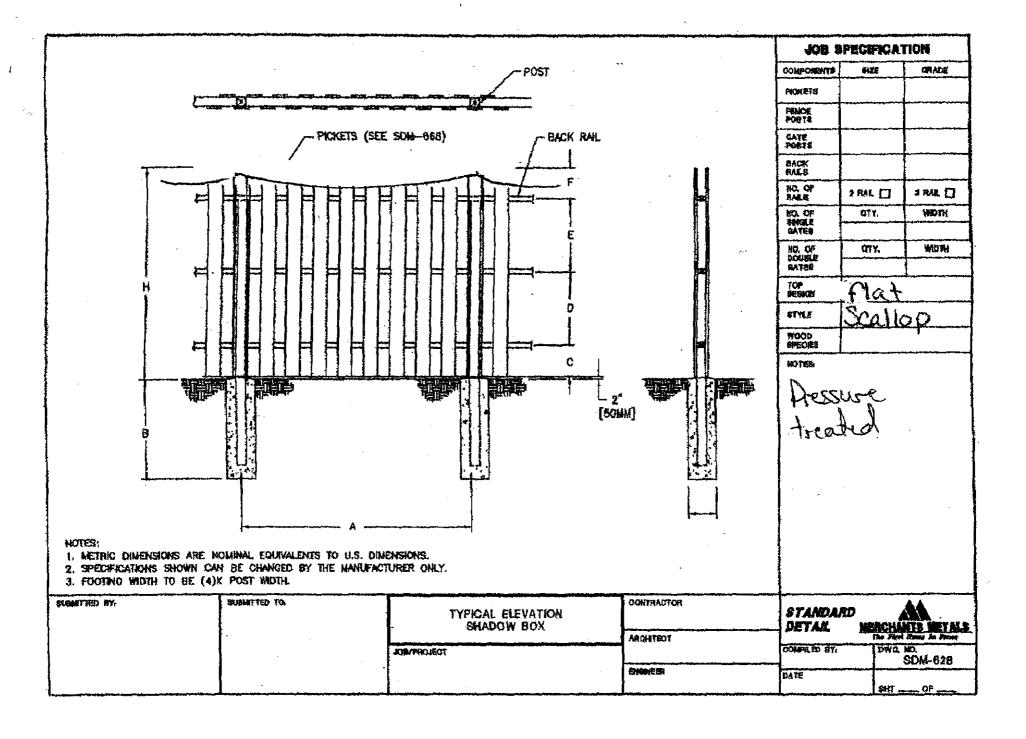


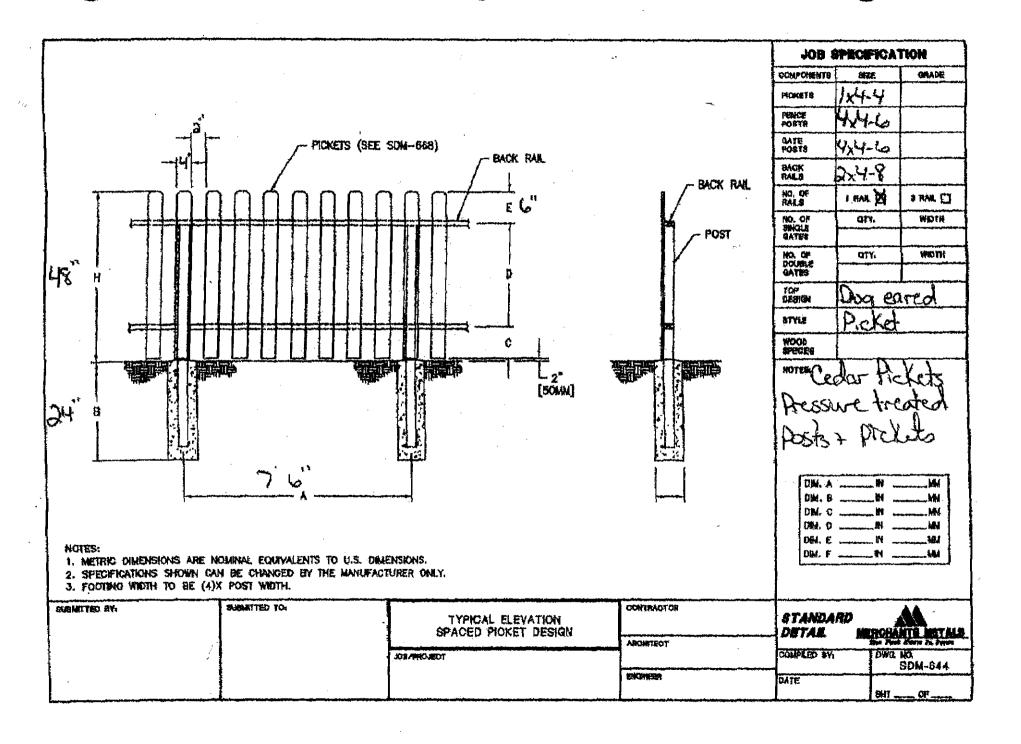


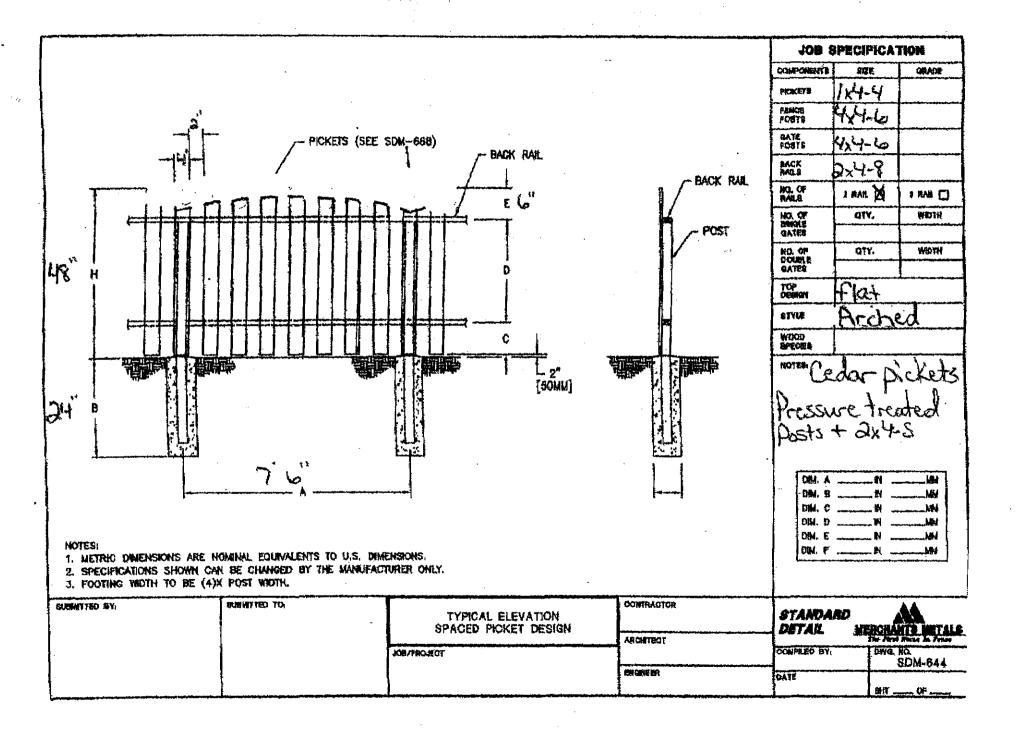


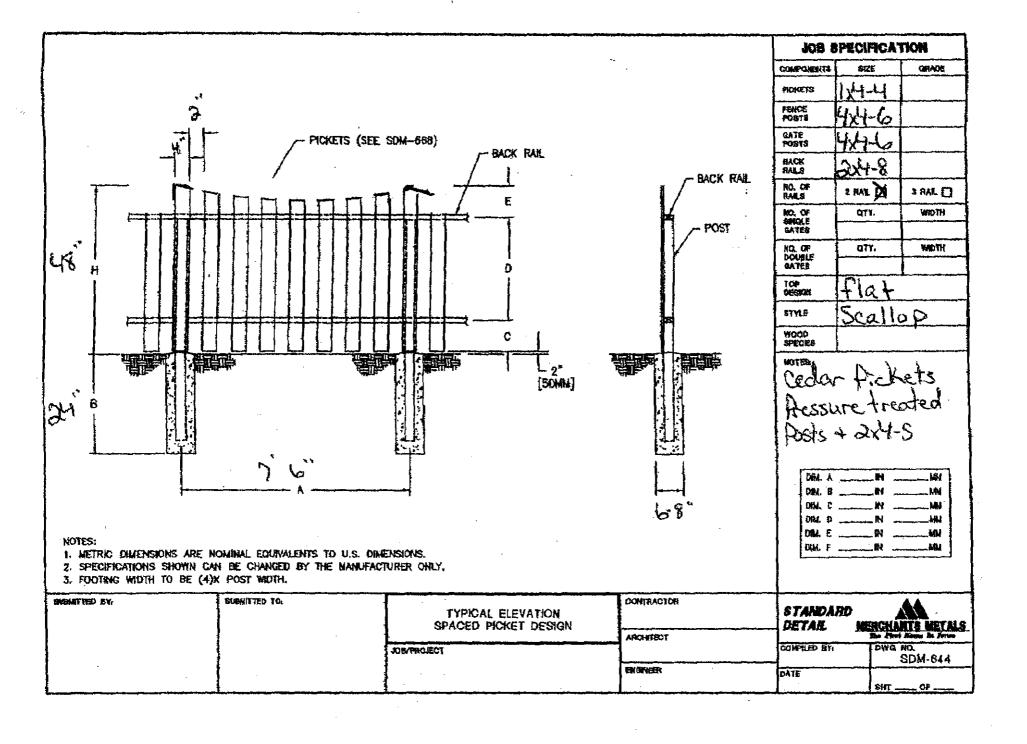


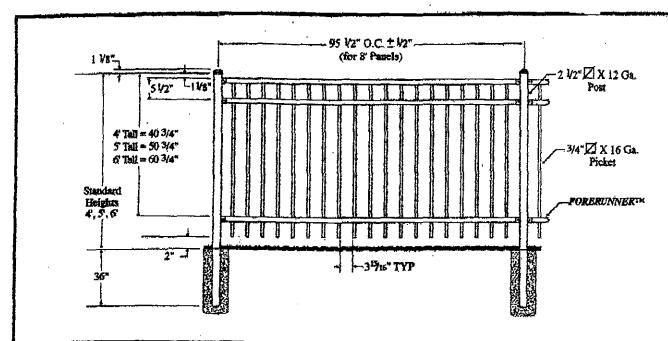












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Ì	PANEZ, WEDTH		*	•		
	POST SETTINGS 21/2"O.C.	78-84T	\$54尺*	77-100	250*	

SCALE: N.T.S.

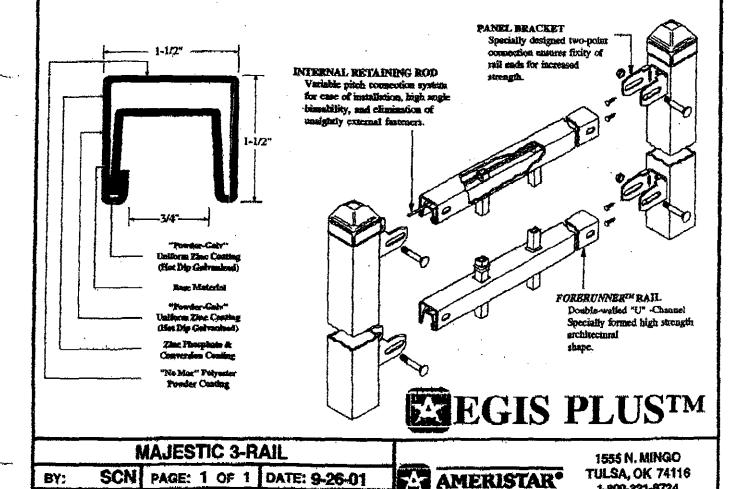
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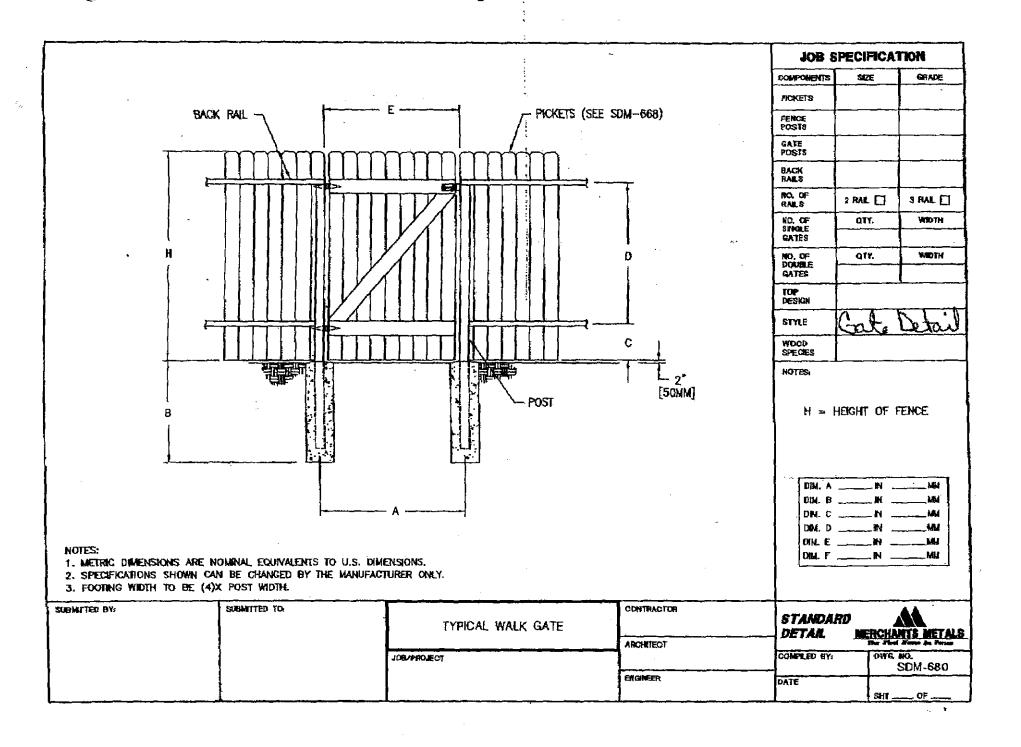
Note: 6 Panels will be identical to this drawing, except there will be 15 pickets and post spacing will be 76-3/4" O.C. +/- 1/2".

1-800-321-8724

www.ameristarfence.net



ORDER:



# Centennial Lakes

### Architectural Review Committee Fence Request Form

"A Design Standards Community"

Name	<del></del>			Date						
			Phone (work)							
			T 4 W							
		. <u>.</u>	<del></del>							
Mailing Ad	ress if have	not moved in:								
	Fency S	Style:	Solid Privacy	Shade	ow-Box	Picket				
	<u> </u>		Dog Eared	Frenc	ot Only)					
			Pressure Treated Pine	Cedar	·	_ Iron (Four Foot Only)				
	Height	·	Six Feet	Four Feet						
		(Fences may be	nces may be no taller than six feet)							
	Color:		Natural	Black	(Four Foot Iron	ı Only)				
		(Fences may be	sealed with a clear sealant; ho	wever, any color	applied to a fend	ce,				
		whether stain or paint must be approved in advance, and a color chip must be submitted								
	for review)  Location:									
		( Include a copy	of your lot survey or a site pla	n clearly showing	the requested I	ocation				
		of your fence. K	Keep in mind that fences may b	e no nearer the fi	ont street than	the				
		rear corners of	the dwelling)							
Comments:										
		<u> </u>								
Date my pr	roject will b	egin:								
Date my pr	roject will b	e completed:								
		ARCHITECTU	RAL REVIEW COMMITTE	E ACTION						
Da	te Received			( ) Approved						
Date Reviewed				( ) Conditional	Approval*					
ACC Reviewer(s)		<del></del>	( ) Disapproved							
1100		·			uires Explanatio	n				

All approvals are subject to city, county and state regulations. Homeowner is responsible for acquiring the necessary permits and following all governmental regulations and building codes.

Mail or Fax your Request to:

 Sentry Management, Inc.
 Phone:
 404-459-8951

 270 Carpenter Drive, Suite 320
 Fax:
 404-459-8962

Atlanta, Georgia 30328

# Centennial Lakes

### **Architectural Review Committee Exterior Modification Request Form**

"A Design Standards Community"

Name		Date			
Address		Phone (work)			
	Lot #	(home)			
		Email			
Mailing Adres	ss if have not moved in:				
-					
( ) A.	Play equipment (kind and location drawing)				
	Statuary (i.e. exterior sculpture, bird baths, bird house	ses, decorative flags, etc.)			
( ) C.	Deck/Patio (include plan and location drawing)				
( ) D.	Screened Enclosure/Sunroom (included plan and loc	ation drawing)			
( ) D.	Pools & Spas (include plan and location drawing)				
( ) E.	Storm Door (include type and color)				
( ) F.	Repainting (include color sample)				
( ) G.	Landscaping (specify description and location drawing	ng)			
( ) H. Tree removal (sketch)					
( ) I.	Other (submit appropriate drawings, plans or design	s)			
	NOTE: Please include a copy of the I	Plat with all requests			
Description:					
- " -	ect will begin:	<del></del>			
Date my proje	ect will be completed:				
	ARCHITECTURAL REVIEW COMMI	TTEE ACTION			
Dat	te Received	( ) Approved			
Date Reviewed		( ) Conditional Approval*			
ARC Reviewer(s) ( ) Disapproved		( ) Disapproved			
	<del> </del>	*Requires Explanation			

governmental regulations and building codes.

Mail or Fax your Request to:

Sentry Management, Inc. Phone: 404-459-8951 270 Carpenter Drive, Suite 320 Fax: 404-459-8962

Atlanta, Georgia 30328

# CENTENNIAL LAKES COMMUNITY ASSOCIATION RECREATION BUILDING PRIVATE USE REQUEST AND CONTRACT

Date of Use:	Time of Use:
	(Between 7a.m. – 12 midnight)
Room Requesting (Circle One): Upstairs Clubroom	Downstairs Activity Room
Owner:	Address:
Home Phone:	Work Phone:
Email:	Cell Phone:
Type of Function:	
Clubroom Cleaning Fee: \$150.00 Activity Room Cleaning Fee: \$50.00	·
	ntennial Lakes Community Association, Inc. enter Drive, Suite 320, Atlanta, GA 30328
Number of Guests Will Alcohol	Be Served?
Security Arrangements:	
Music & Special Events:	

### **TERMS AND CONDITIONS:**

- 1. This application is only for the room (s) you requested. The adjoining pool is not included as part of this contract. The clubroom is separated from the bottom floor and activity room by a door that locks automatically when closed.
- 2. Only Owners may reserve the clubroom or activity room. The reservation will be placed on the calendar upon receipt of the application and checks.
- 3. No business shall be conducted nor may alcohol be sold. However, alcohol as long as it is served from within the clubhouse is permissible.
- 4. This is a non-smoking facility. Please use the designated ash pots if you opt to smoke out of doors.
- 5. The Owner is responsible for all persons using the facility during the event and Owner shall hold the Association harmless from, and defend the Association against, any and all claims or liabilities for any injury or damage to any person or property whatsoever when such injury or damage has been caused, in whole or in part, by the act, neglect or fault of Owner, or Owner's agents, servants, employees or invitees.
- 6. For your convenience, the clubroom is equipped with a refrigerator, full sink, and dishwasher. Minimal kitchen cleaning supplies are provided. Should you serve food during your event, please bring appropriate cleaning materials. The activity room is not equipped. Please bring appropriate chairs, tables, etc.
- 7. The Owner agrees not to hang banners and/or party decorations if the walls, ceiling, and furniture will be damaged by adhesive products, pins, nail holes, etc.
- 8. The clubroom and activity room are available between the hours of 7 a.m. 12 midnight.
- 9. Key arrangements will be made prior to your event, but no more than 10 days in advance. Please coordinate with the community manager.
- 10. Be prepared to provide proof of homeowner's insurance, if requested.

- 11. All governmental laws and regulations and the Association's Covenants, Conditions & Restrictions and Rules & Regulations shall be observed by the Owner and guests.
- 12. The application and fees includes general cleaning, but also requires that the clubhouse is returned to its original condition. The following parameters apply (all items may not apply to the activity room):

The cleaning fee includes:

- Vacuuming and mopping
- Wiping all flat surfaces
- Cleaning the restrooms
- Replenishing toiletries

### It does not include:

- Heavy duty cleaning
- Cleaning spills inside the appliances
- Returning furniture to its original position
- Stain removal and carpet cleaning
- Removing party decorations: streamers, balloons, etc.

- Dusting
- Cleaning the windows
- Removing trash from designated containers
- Retrieving trash and cigarettes around the exterior of the clubhouse
- Removal of trash not stored in a storage container
- And, but not limited to, repairing damage to the walls, carpets, ceilings, and furniture.
- 13. I/We, the undersigned Owner(s) request use of the recreation building. I/We agree to comply with the Association's procedures with regard to use of the recreation building. If the Association deems necessary, these conditions may be amended with notice prior to the event.

Owner's Signature(s)		Date:
Office use only:		
Manager/Board	Circle One: Approved / Denied	Date:
Checks Received:		
Check Returned:		
NOTES:		
		-
	,	