



*Gaines Creek*  
*of Green Island*

OWNERS MANUAL

*Including Architectural Guidelines  
and Design Standards*

September 1995

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## INTRODUCTION

The Jordan Company is committed to further enhance the property we develop in Green Island Hills. In Gaines Creek of Green Island, this commitment will be evident. The building requirements will be more restrictive and environmentally sensitive than those previously used. Some of these requirements include:

- a. Specially designed street lights, street markers, and stop signs will be utilized.
- b. Standardized design for mailboxes to complement the street lights, street markers, and stop signs.
- c. Architecturally designed entrance statement with a very elegant theme.
- d. Buffer zones - utilizing non-disturbed natural terrain for certain Lots.
- e. Specific requirements for landscaping to create a "Streetscape" appearance at the curb.
- f. Mandatory sprinkler systems for the front and side yards of each Residence.
- g. The use of Emerald Zoysia where ever sod is used.

## LIMITING CONDITIONS:

Under the terms of the Declaration of Covenants, Conditions, Restrictions and Easements for Gaines Creek of Green Island (the "Declaration"), this Manual is binding on all parties having an interest in any portion of Gaines Creek of Green Island (the "Development"). The criteria and guidelines set forth in this Manual and the provisions of the Declaration are intended for the mutual benefit and protection of all owners of property in the Development. Each Owner is required to comply with the requirements set forth in this Manual. Any failure to comply with these requirements will be subject to the remedies provided in the Declaration.

This Manual is intended to be read and utilized in conjunction with the Declaration and capitalized terms when used in this Manual shall have the same meanings as set forth in the Declaration.

## ARCHITECTURAL REVIEW COMMITTEE

### Who comprises?

An Architectural Review Committee (the "ARC") will be established consisting of not less than three or more than five individuals; provided, however, the ARC shall always have an uneven number of members. The Jordan Company shall have the right to appoint all members of the ARC until the plans for all of the Residences for all of the Lots in the Development have been approved by the ARC and the construction of all such Residences has been completed.

### Construction deposit

A one thousand dollar (\$1,000) refundable construction deposit must be submitted by the Owner or Builder prior to any construction activity. These funds will be utilized to repair any damage caused by construction personnel/equipment to adjacent property and amenities. Additionally, the funds will be used to keep the construction site free of debris. The deposit will be returned upon receipt of a Certificate of Occupancy, less any funds withheld due to damage or cleanup required.

These funds shall be used as assurance that all Owners and Builders will keep their Lots and any adjacent Lots and the construction site in a neat, clean and reasonable fashion, during and after construction, and to comply with all rules and regulations as set forth by the ARC. In this regard, Owners and Builders are responsible for the actions of their contractors and subcontractors.

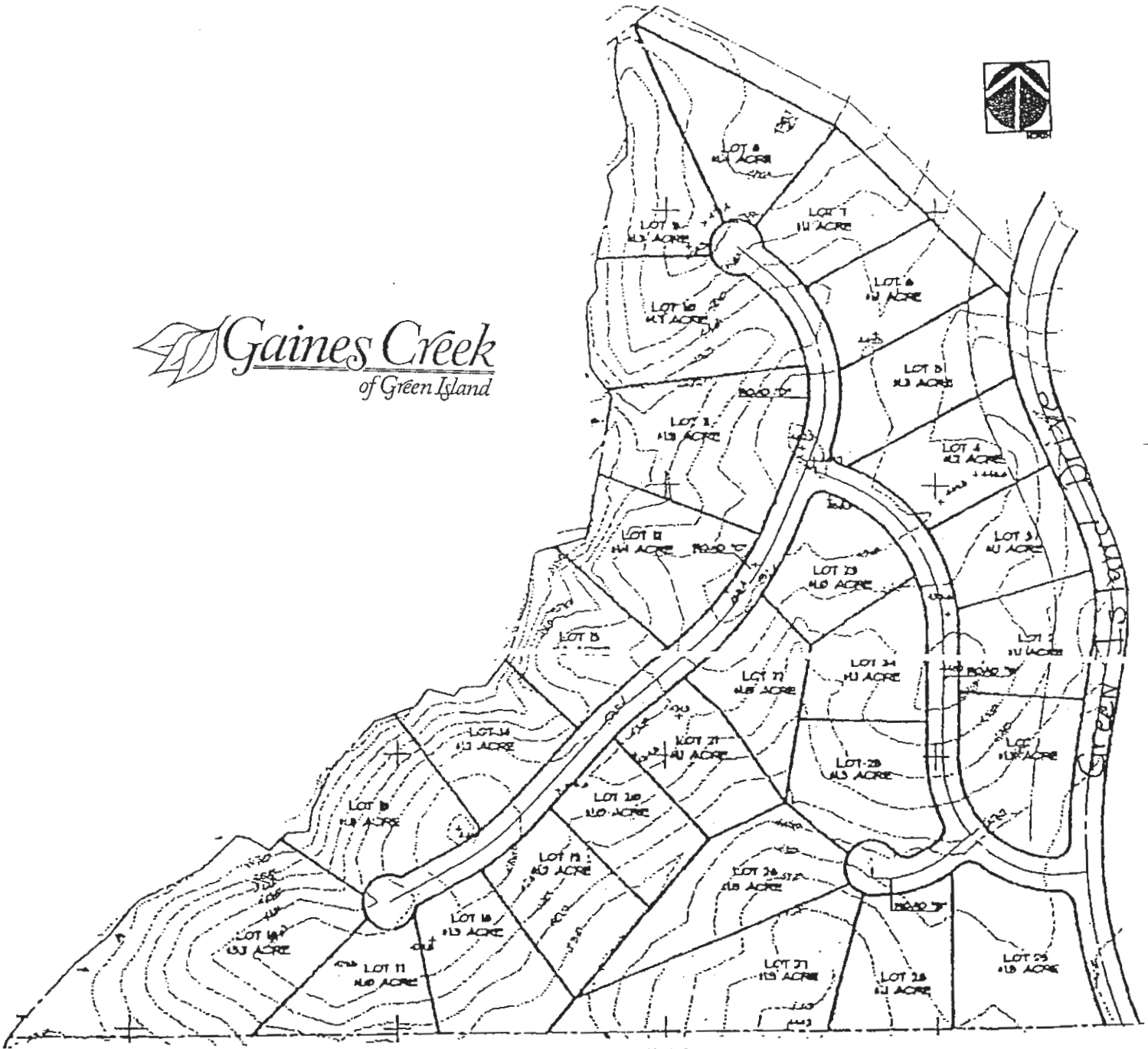
### Construction compliance

Periodic inspections may be made by the ARC while construction is in progress to determine compliance with the approved architectural plans and specifications. The ARC is empowered to enforce its policies, as set for in the Declaration and this Manual, including through an action in a court of law, to insure compliance.

# EXHIBIT A

## Plat of Gaines Creek

*Gaines Creek*  
of Green Island



<p>Scale: 1" = 100'</p> <p>North Arrow</p>	<p><b>PRELIMINARY SITE PLAN OF GREEN ISLAND EXTENSION THE JORDAN COMPANY</b></p>	<p>Prepared by: REECE HOOPER &amp; FINCHER</p> <p>Date: 10/1/00</p> <p>Project: GREEN ISLAND EXTENSION</p>
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# ARCHITECTURAL GUIDELINES AND DESIGN STANDARDS

## APPLICABILITY

The following architectural guidelines and design standards shall apply to any and all construction, improvement, or alteration of any Structure, to any change to the exterior of any Structure and to grading, excavating, tree removal, landscaping or any other change to the grounds of a Lot within the Development. In the event a violation of these guidelines and design standards occurs, the construction or work being performed may be halted by the ARC until conformance is achieved.

## PROCEDURES & REVIEW

Each future Owner, including a Builder, will be required to meet with the Chairman of the ARC prior to taking title to the property. This review process is intended to help the Owner understand the criteria and guidelines as set forth in the Declaration and this Manual. The time of this meeting will be arranged at the convenience of the future Owner and will take place at The Jordan Company's office. Builders are not required to attend unless it is the first time the Builder has constructed a Residence in the Development.

## Instructions for Submission of Plans for ARC Review

*See following: Exhibit B: Design Review Application*

### Site

- Scale: 1" = 10'.
- All property lines, easements, driveways, sidewalks, and surface materials must be shown.
- A foundation outline must be included.
- Pools, decks, or patios must be included.

### Floor

- Scale: 1/4" = 1'.
- Existing grade fill and finished floor elevation must be shown.

### Roof

- A detailed roof section must be shown and should include pitch and type material.

### Exterior

- Specifications: Label exterior elevation with the type color, finishes, and/or materials.
- Product samples and/or color chips.
- All doors, windows, and mechanical equipment must be indicated.

### Exterior Lighting

- If outdoor lighting is to be used, the specifications must be included during the ARC review.

### Landscape

- Scale: 1" = 10'.
- Easement and rights-of-ways.
- Driveway, sidewalks, walls, fences, pool, decks.
- Plan to show plant: placement; type; size; quantity; and timeline for installation.
- Irrigation diagram and materials used must be included.

### Fences & Pool

- Specifications and design must be approved by the ARC whether being constructed during the building of the Residence or at a later date.

# EXHIBIT B

## Design Review Application

DATE: \_\_\_\_\_ LOT# \_\_\_\_\_

TO: Architectural Review Committee of Gaines Creek of Green Island

OWNER: (Name) \_\_\_\_\_  
(Street) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Telephone Number) \_\_\_\_\_ (Fax Number) \_\_\_\_\_

BUILDER: (Name) \_\_\_\_\_  
(Street) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Telephone Number) \_\_\_\_\_ (Fax Number) \_\_\_\_\_

ARCHITECT: (Name) \_\_\_\_\_  
(If Applicable) (Street) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Telephone Number) \_\_\_\_\_ (Fax Number) \_\_\_\_\_

LANDSCAPE ARCHITECT OR INSTALLER (Name) \_\_\_\_\_  
(Street) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Telephone Number) \_\_\_\_\_ (Fax Number) \_\_\_\_\_

CHECK  
ONE

Has floor plan been previously approved for another Lot? \_\_\_\_\_

If yes, for which Lot? \_\_\_\_\_ (Lot #)

Is elevation style substantially different? \_\_\_\_\_

Air conditioned space (first floor) \_\_\_\_\_

Air conditioned space (second floor) \_\_\_\_\_

**TOTAL NET SQUARE FEET** \_\_\_\_\_

Covered Porches/Entries/Etc. \_\_\_\_\_

Garage \_\_\_\_\_

Other: \_\_\_\_\_

**TOTAL GROSS SQUARE FEET** \_\_\_\_\_

• • •

EXTERIOR FEATURES

COLOR/FINISH

DESCRIPTION

Driveway	_____	_____
Entry Walk	_____	_____
Siding	_____	_____
Stone	_____	_____
Brick	_____	_____
Stucco	_____	_____
Shutters	_____	_____
Windows	_____	_____
Window Trim	_____	_____
Entry Door	_____	_____
Glass Sliding Doors	_____	_____
French Doors	_____	_____



<u>EXTERIOR FEATURES (continued)</u>	<u>COLOR/FINISH</u>	<u>DESCRIPTION</u>
Garage door	_____	_____
Roofing	_____	_____
Fascia	_____	_____
Soffit	_____	_____
Gutters	_____	_____
Chimney	_____	_____
Screening	_____	_____
Porch/Patio Deck	_____	_____
Pool Deck	_____	_____
Privacy Fencing/Walls	_____	_____
Planters	_____	_____

**Note:** *Include color chips, materials, samples of color product, photos, etc. with application.*

The preceding application is submitted for review by the Architectural Review Committee of Gaines Creek of Green Island. Required design documents are attached.

Owner or Builder: \_\_\_\_\_  
(Signature)

Current Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ (Day) or \_\_\_\_\_ (Evenings)

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

(If contract house please give Owner's name: \_\_\_\_\_)

• • • *This page is for use by the Architectural Review Committee* • • •

Date Received: \_\_\_ / \_\_\_ / \_\_\_

The Architectural Review Committee of Gaines Creek has reviewed the foregoing application and rendered the following decision:

\_\_\_\_\_ APPROVED

\_\_\_\_\_ APPROVED WITH LIMITING CONDITIONS

\_\_\_\_\_ DENIED

Comments/Recommendations:

Limiting Conditions/Binding Provisions:

Architectural Review Committee  
of Gaines Creek of Green Island

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

## GUIDELINES & DESIGN STANDARDS FOR CONSTRUCTION

### Start of Construction

Absolutely *no* Lot clearing will be permitted until after the ARC has approved the site and landscaping plans.

Prior to commencing work, a portable toilet must be placed on the job site in a manner so as to least disturb other Residences and other construction workers.

### Site Clean Up

All job sites must be kept in a neat and orderly fashion. The Owner or Builder is responsible for all trash including any trash that blows off the site. There will be no stockpiling or dumping on adjacent Lots or easements. Any trash not removed from the job site in a timely manner will be removed by the ARC at the expense of the Owner or Builder.

A Builder *may not* store construction materials (i.e. bricks, concrete blocks, etc.) on any vacant Lot that he owns in the Development.

### Construction Signage

No signs, billboards, or advertising structures shall be permitted on any Lot without the prior written approval of the ARC, or unless specifically permitted under the Declaration.

No sign or advertising materials shall be nailed or attached to a tree.

### Construction Damage

Any damage to streets, drainage inlets, street lights, street markers, mailboxes, landscaping, etc. will be repaired immediately by the Builder or Owner. If repairs are not made, the ARC will cause them to be done and the costs for the repairs will be billed to the responsible Builder or taken from the construction deposit.

### Construction Vehicles

Absolutely no truck(s) and/or trailer(s) of any Builder or subcontractor may be parked on the street overnight after the first Residence is occupied.

### Grading, Drainage, and Erosion Control

No grading or clearing shall begin until the plans and specifications for construction of the Residence and all other improvements on the Lot have been approved by the ARC. No grading or cutting shall begin until silt fencing has been installed.

Each Owner shall be responsible for controlling silt and storm water runoff. The ARC will require that appropriate erosion control and drainage measures be utilized, such as silt fences, swales, grassing, mulch, etc.

### Size of Residence

All Residences shall have a minimum square footage of 3,000 square feet of climate controlled floor area. "Climate controlled floor area" shall mean floor area served by a central heating and air conditioning system or systems.

Owners shall include sufficient storage space in the Residence to eliminate the need for outdoor storage sheds.

### Building Setbacks

All Lots are subject to the building setbacks as set forth on the Development Survey and in the Declaration.

In an effort to prevent the construction of Residences directly behind and directly to the side of other Residences, with resulting detrimental effects on privacy, view, preservation of existing trees, preservation of existing topography etc., the ARC has the right to control the precise site and location of the Residence and other Structures upon the Lots.

### Heights

In order to maintain the scale of the residential community, Residences will be limited to two (2) stories in height, excluding a basement; however, to allow for flexibility in architectural style through sloping roofs, etc., the maximum height of a Residence or other Structure shall be limited to thirty-five (35) feet above finished floor elevation, excluding chimneys and other approved roof ornamentation which may exceed such limitation.

### Foundations

To provide a base or foundation for the Residences, all finished floors will be a minimum of 18" above finished grade. Slab on grade may be accomplished through the use of stem walls with backfilling. Maximum height of finished floor above finished grade shall not exceed 5' 0" (entry elevation).

### Exterior Wall Finishes

Acceptable exterior wall finishes include stucco, approved exterior insulation finish systems (EIFS) (i.e., Dryvit, etc.), brick, wood siding (horizontal lap), wood shingles and stone.

Stone walls should be coursed and roughly squared with a minimum stone thickness of 4". Stone should return at all external corners a minimum of 12". The look of a "thin" stone veneer should be avoided.

Exterior colors and textures that, in the opinion of the ARC, would be inharmonious shall not be permitted. The color of the roof and roof detail, exterior walls, doors, trims, soffit and fascia must be harmonious, as these are integral to the exterior scheme of the Residence. Bright colors, with the exception of white, as the dominant color of the Residence or other Structure are prohibited. Artificial, simulated, or imitation materials (i.e., aluminum siding, simulated brick, vinyl siding, etc.) are not permitted on the exteriors of a Residence or other Structure.

The ARC shall have final approval of all exterior color plans. Each Owner or Builder must submit a list of the colors to be used (including stucco, fascia, soffit, decking, pavers, roof tile, and any building highlights, etc.) to the ARC prior to initial construction and development on any Lot. If this list of colors is not available at the time the plans are submitted to the ARC notification of an expected date shall be provided to the ARC. The final approval of the plans will be given after the ARC has reviewed and approved the color selection list.

*Gaines Creek*

### Windows and Doors

Wood windows and doors are recommended; however, vinyl-clad wood finishes are acceptable. *Natural color aluminum or anodized finishes shall not be permitted.* Windows should be carefully proportioned and located to enhance both the exterior appearance and interior light quality and views. With the exception of solid entrance doors, it is recommended that all doors and all windows be multi-lite. The use of French doors in lieu of sliding glass doors is highly recommended.

While tinted glass is acceptable, no foil or reflective material shall be used on any windows for sunscreens. Roof overhangs, awnings and shutters are appropriate suncreening devices, subject to the approval of design and color. Where more than one window treatment is viewed from a single or adjacent elevations, drapery liners shall be used to provide consistent appearance.

### Roofs

The roofs of all Residences and other Structures within the Development while perhaps different in material and color, shall have a similarity of form to provide for a homogeneous character, with all gable and hip roofs having a minimum roof slope of 8/12.

Extremely light-colored roofing will not be permitted. Flat ceramic or concrete roofing tiles similar to slate or wood shingles are permissible with specific ARC approval thereof.

Flat roofing is acceptable only in minor areas (not to exceed 15% of roofing area) with primary acceptability in use as a connection to more dominant themes of the roofing mass. All connecting roofs (i.e., garage to main structure) and freestanding garages, pool enclosures and other Structures shall have a roof with material similar to that of the Residence.

All roof accessories such as vent stacks and roof vents shall be painted to match the roof color. Vents shall be located away from the entry elevations.

Copper flashing is preferred where exposed; however, painted aluminum or galvanized flashing is acceptable.

The use of solar energy producing devices (active and/or passive) shall be subject to ARC approval thereof.

The location of skylights must be limited so as not to be visible from the street side(s) of the Residences.

The color of the roof and roof detail, exterior walls, doors, trims, soffit and fascia must be harmonious, as these are integral to the exterior scheme of the Residence. The ARC shall have final approval of all exterior color plans. Each Owner or Builder must submit a list which includes the type material to be used as well as the color selected (including stucco, fascia, soffit, decking, pavers, roof tile, and any building highlights, etc.) to the ARC prior to initial construction and development on any Lot.

### Chimney(s)

Chimney dimensions shall be compatible in scale to the Structure; however, the minimum size shall be 2'6" by 4' 6."

All exposed surfaces of the chimney(s) shall be of materials which are consistent with other exterior finish (i.e., brick house with brick chimney, etc.). Prefab metal fireplaces are acceptable within a Residence or other Structure; however, the exposed metal flue must be totally covered with an approved cap. Cantilevered fireplaces and chimneys are not allowed on front and side elevations of a Residence or other Structure.

#### Walls, Fences, and Gates

All proposed fences or walls, including without limitation privacy fences, must be approved by the ARC at the time of plan review. No fence or wall may exceed six (6) feet in height.

Unfinished chain link fences *shall not* be permitted.

Fencing of the front-yard areas of a Lot shall not be permitted. Side-yard fencing should begin near the rear building wall of the Residence and shall be constructed of materials which match or are otherwise harmonious with the Residence.

Black vinyl coated chain link fences are discouraged; however, such fences may be considered by the ARC on an individual basis, but only in instances where the fences will be erected in areas of heavy vegetation and will not be highly visible from the streets and neighboring homes. If black vinyl coated chain link fencing is permitted on a Lot, climbing landscape material must be planted at its base.

#### Swimming Pools

Above-ground swimming pools shall not be permitted. Swimming pools shall not be permitted on the street side of any Residence. Pool screening and decks must be no closer than the building setback lines applicable to the Lot as set forth and contained in the Declaration. It shall be the sole responsibility of each Lot Owner to provide adequate positive drainage around and away from the pool structures for on-site and/or off-site water.

#### Garages and Accessory Structures

No garages, out buildings or other accessory Structures may be constructed or installed on a Lot without prior written approval by the ARC. All exterior materials must match or otherwise be harmonious with the Residence.

Freestanding garages must be attached to the main body of the Residence by either covered passageways or trellises. While it is advantageous to have the garages opening away from the Residence entrance, garages *should not* open to the street or impact on adjacent properties privacy, if possible.

Garages may be constructed for a maximum of three (3) cars and a minimum of two (2) cars. All garages must have doors and three-car garages must have a minimum of two (2) doors.

Accessory Structures, such as playhouses, greenhouses, doghouses, flagpoles, exterior T.V. or radio antenna, satellite dishes or receivers may be permitted but must receive specific written approval of the ARC before installation.

All playground equipment shall be placed to the rear of the Residence and only with the approval of the ARC.

No decorative objects, such as sculptures, birdbaths, fountains, and the like, shall be placed or installed on the street side of any Lot, without the approval of the ARC.

Clotheslines and drying yards shall be prohibited.

#### Personal, Commercial and Recreational Vehicles and Recreational Equipment

No tractor, truck tractor, commercial vehicle (having more than two (2) axles or weighing more than 6,000 pounds), house trailer, or mobile home shall be kept or permitted on any Lot.

Motor homes, campers, trucks with camper tops, recreational vehicles, boats and boat trailers or like equipment may be stored on a Lot, provided such vehicle or equipment is concealed from view from streets.

All motor vehicles owned, leased or used by any Owner or kept on any Lot shall be currently licensed and maintained in proper operating condition so as not to be or create a hazard or nuisance by reason of noise, exhaust emissions or appearance. All motor vehicles, including trail bikes and motorcycles, shall be driven only upon paved streets and driveways, and otherwise in accordance with applicable laws and ordinances.

#### Air Conditioners, Garbage/Trash Containers

All air conditioning units shall be shielded and hidden so that they shall not be visible from any street or adjacent property.

All garbage and trash containers shall be placed in an enclosed or landscaped area.

#### Driveways, Parking and Walkways

Driveways must be paved with a hard surface such as concrete, brick pavers, brick, or exposed aggregate. All driveways must be placed at least 5 feet from adjacent properties to allow for landscape material.

Oversized parking areas and/or larger than normal maneuvering room must be screened from streets by additional landscaping.

Circular driveways in front yards shall not be permitted on any Lot with less than 150 feet in frontage.

Excessively long straight runs of driveway should be avoided.

#### Color

In addition to the form and mass of a Structure, the color is perhaps the single most dominant visual expression to a Structure. For this reason, the ARC has developed a standard palette of approved colors for Structures. Additional colors as may represent the Owner's or designer's preference are subject to the approval of the ARC. Generally, the theme will be to blend with, rather than dominate, the environment which includes not only the topography and vegetation, but also those Structures which are in the immediate proximity.

A given Residence and its associated walls and other accessory Structures should use not more than three (3) colors excluding the roofing color, provided that the roofing color is in a neutral range.

Exterior colors that, in the opinion of the ARC, would be inharmonious and discordant and/or incongruous shall not be permitted.

The ARC shall have final approval of all exterior color schemes. Samples of materials/colors are required, not just color names or numbers.

#### Mailboxes

No mailbox, newspaper tube or other similar device shall be allowed other than that illustrated on Exhibit C, which is the required design standard for mailboxes and newspaper tubes. The ordering information is also shown on Exhibit C. Each Owner is responsible for providing the mailbox for the Residence.

#### Irrigation System

All Lots are required to have a fully automatic underground irrigation system for irrigation of the sod and landscaping. Coverage shall be 100% of the landscaped areas of the front and side yards of each Lot; however, the ARC recommends that the rear yard also be served by an underground irrigation system. Owners are encouraged to maintain their system for efficient conservation of water usage.

#### Landscaping

A detailed landscape plan must be submitted and approved by the ARC. Landscape plans and approval are required of all Owners, including Builders, prior to beginning construction. The ARC recommends that each Owner or Builder retain a landscape architect, or an approved landscape contractor, to assist in the selection of proper plant material, design, size, and location.

Emerald Zoysia must be used in any area(s) which require sod. A minimum of 50% of the width of the Lot at the street must be sod. Such sodded area must be of an appropriate depth as determined by the ARC.

The landscape treatment should be designed to achieve the following: (1) implementation of a high level of community aesthetics; and (2) preservation of the best characteristics of the natural environment. By achieving these attributes, the image of beauty and ambient character, which is a key trademark of Green Island Hills, will continue.



# EXHIBIT C

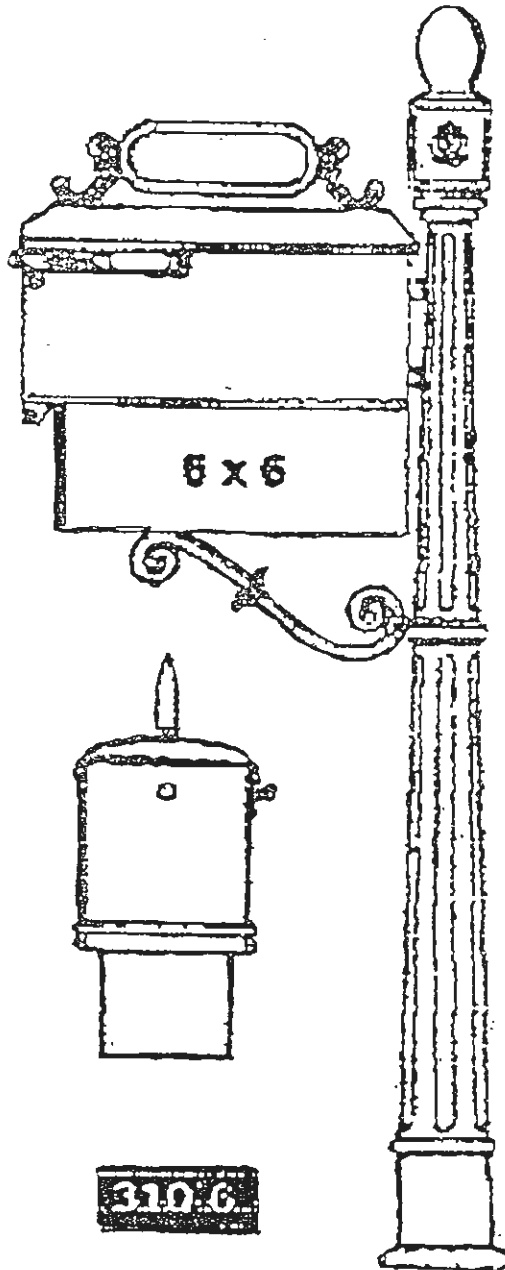
## REQUIRED DESIGN STANDARD FOR MAILBOXES AND NEWSPAPER TUBES

*... Mitchell*  
**GRAPHICS**

P.O. Box 4646

710 Linwood Blvd Columbus, Georgia 31904

(706) 324-6999 (706) 324-5954 Fax(706)323-4204



**Amendment to "Gaines Creek Owners Manual: Architectural Guidelines and Design Standards"**

**Landscaping**

For landscaped areas that are not sodded, the only approved materials to be used for ground cover/mulch will be pine straw or natural cypress mulch. No dyed materials may be used.