

NorthShore GA Property Owner's Association, Inc
Single Family Construction Information and Guidelines

NorthShore GA Property Owner's Association, Inc. share a unique development process designed to blend residential use with the natural and planned setting of the NSPOA.

To support the implementation of the Master Plan, development standards for the project were incorporated into a Declaration of Covenants, Conditions, Restrictions and Easements. These covenants are available for your review.

The Covenants and Restrictions were recorded against the land and bind all owners to its enforcement. Additionally, the Covenants and Restrictions established a Board of Directors or an Architectural Review Board to review and approve all new construction or additions and alternatives to existing structures in writing prior to commencement.

The purpose of this information is to outline specific guidelines of the ARB for property owners, their architects and contractors.

NorthShore GA is a planned-unit development with single-family residential components. It is understood that the Board of Directors and ARB may modify these guidelines at any time.

Design Philosophy

The ARB will allow owners, architects, designers and their contractor's flexibility in NorthShore GA. We encourage individual expression with eclectic collection of styles, material and colors. However, individual designs still must harmonize with adjacent structures and the natural environment.

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EXHIBIT I

ARCHITECTURAL REVIEW PROCEDURE

1. The following must be submitted to the ARB:
 - A. Completed Architectural Application
 - B. Two Copies of the House Plan
 - C. Two Copies of the Site Plan
 - D. Two Copies of the Landscape & Irrigation Plan

***ALL PLANS MUST BE ORIGINAL TO THE LOT THEY ARE SUBMITTED FOR. No duplication of plans from any other lot or builder is acceptable. If duplicates of other lots/builders are submitted they will NOT be reviewed.*

***All materials, buildings, etc. shown on submitted plans must match what has been written on the application.*

2. Allow for the thirty- (30) day turn around time for the purpose of reviewing all plans and obtaining architectural approval. If changes are necessary, the ARB will communicate with the contractor and detail these changes.
3. No construction or lot clearing may begin until Board or ARB issues a Commencement Letter. *Beginning any kind of construction or lot clearing without a signed approval letter from the ARB will result in an immediate \$500 fine. A fine of \$100 will be assessed for each day thereafter that construction continues without the proper approvals.*

EXHIBIT II

NORTHSHORE GA PROPERTY OWNER'S ASSOCIATION, INC. ARCHITECTURAL GUIDELINES, SINGLE FAMILY RESIDENCE

The architectural character to be pursued at NorthShore GA is not a particular style, but rather a stylized eclectic approach. A residence here should show qualities of a comfortable southern tradition with sympathy to the natural and man made environment. The inclusion of porches and exterior living areas are important here. Residences are encouraged to be individualistic with certain underlying quality characteristics creating the theme. The common characteristics are as follows.

I. ROOFS

- A. Pitches per the documents.
- B. Acceptable Material:
 - 1. Architectural Grade Fiberglass Shingles
 - 2. Wood-Ruf(Simulated Shakes)
 - 3. Metal Roofing
 - 4. Cedar Shingles or Shakes
 - 5. Simulated Slate (Supre-Dur, etc.)
 - 6. Tile (Certain Concrete or Clay Tiles in neutral colors may be acceptable)

II. WALL SURFACES

- A. Acceptable Materials:
 - 1. Stucco
 - 2. Brick
 - 3. Wood Siding or Shingles
 - 4. Hardi-Board or Hardi-Plank
 - 5. Tabby
 - 6. Other Materials as approved
- B. Unacceptable Materials
 - 1. Exposed Concrete Masonry Units
 - 2. Plywood Siding
 - 3. Aluminum
 - 4. Verticle T-111

III. WINDOWS/DOORS

Wood, Vinyl, Vinyl Clad

IV. PAVEMENT

- A. All driveways shall be paved
- B. Acceptable Driveway Materials:
 - 1. Concrete or Aggregate Finish
 - 2. Brick or Concrete Pavers
 - 3. Shell Finish Concrete
 - 4. Pattern Concrete
- C. Acceptable Walkway/Terrace Materials
 - 1. Brick or Concrete Pavers
 - 2. Tile
 - 3. Stone
 - 4. Concrete or Aggregate Finish
 - 5. Pattern Concrete

D. FENCING

- A. No Chain Link Fences will be allowed
- B. All fencing will be reviewed on an individual basis as related to detail, type location to marsh, and adjacent structures.
- C. It is preferable that all refuse containers be kept in the garage. If kept outside of the garage, privacy enclosure for refuse area (garbage container) will be required.
- D. Service court design and materials must be added to floor plan, landscape plan and all elevations (must be seen on front, rear, sides.)
- E. All Fencing shall be wood, aluminum, or other such materials approved by POA or BOD.

E. OUTBUILDING

- A. Gazebos, Cabanas, etc., may be acceptable if incorporated into the landscape and poolscape schemes. This will be reviewed on an individual basis as related to detail, location to marsh and adjacent structures.

F. MAILBOXES

- A. All mailboxes shall adhere to the design criteria provided by HOA.

VIII. LANDSCAPING

- A. A Landscaping and Irrigation Plan is required. For final review and approval, landscaping must be completed within 15 days following completion of construction. *Irrigation and sod must be labeled on landscape plan.*
- B. A schedule of all planting material should be included on the plans. This should list plant names, quantity, size and location.
- C. At least 2 (two) trees shall be planted or left natural on the front of every lot, and on the side of any corner lot with a side street.

The ARB will be available to review the plans as noted below:

- A. Complete Site Plan (1" to 10') showing all improvements, lot number, utilities, drainage features, easements, distances, setbacks, street corner elevations, driveways, sidewalks and all trees 5" or greater in diameter.
- B. ¼" Floor Plan (Dimensioned and Noted).
- C. ¼" Foundation Plan (Dimensioned showing finish floor elevations).
- D. Elevations (4) at 1/8". Dimensioned, Noted, showing all items as noted in preliminaries.
- E. Wall section, showing typical construction methods and materials.
- F. Landscape Plan (1" to 10') showing all major sod areas, plant beds and natural areas with a description of the palette of plant material proposed.
- G. Samples of all Exterior Materials, Colors and textures to be employed.
- H. A completed application form along with review fee of \$750.00 (Seven Hundred and Fifty Dollars) made payable to NorthShore GA Property Owners Association Inc.

All plans and material submitted must be a true and accurate representation of the completed structure. Any deviation to plans and materials must be resubmitted to the ARB and receive ARB or BOD Approval.

SUBMISSION OF PLANS TO BOARD OF DIRECTORS BY OWNER/BUILDER

Step 1.

Plans and review fee are submitted to ARB through the management office at 1005 Alderman Drive, Suite 201, Alpharetta, GA 30005 for review. Note: If plans are found to be incomplete or unacceptable, revised plans will be requested.

Step 2.

ARB or Board issues an Approval Letter, incorporating all comments, requirements and suggestions. Owner and Contractor sign Letter of Acceptance. All parties then initial changes on plans and overlays. If the application is denied, A Denial Letter will be issued.

Step 3.

The Owner shall submit a \$1,000.00 damage and security deposit (made payable to NorthShore GA Property Owners Association) and sign a statement agreeing deposit may be used to insure compliance with the approved plans as well as:

1. There is no damage to streets, curbs or adjacent lots as a result of construction;
2. The building site will be kept clean at all times during construction;
3. Adjacent lots will be cleaned up if subcontractors dump building debris on them; and
4. Landscaping and Irrigation will be completely installed according to the approved plan.

If construction begins prior to obtaining an approval letter from ARB, BOD and/or ARB may seek a stop construction order.

Step 4.

Upon completion of construction and issuance of the Certificate of Occupancy by the City of Kingsland, the Contractor can request to have the residence inspected by the ARB or Board or their designee. If the construction is completed according to plan and there is no damage or clean up required, the deposit will be refunded. In the event of damage or a needed clean up, the deposit will be used for repairs or clean up if the Contractor does not first remedy the problem. If there are fines for violations to the Construction Regulations, those fines will be deducted from the deposit. In the event landscaping is not installed according to the plan; the deposit will be withheld until the approved plan is installed.

----- Signature / Date

Print Name / Company / Title

EXHIBIT III

**APPLICATION FOR
PRELIMINARY OR FINAL APPROVAL OF CONSTRUCTION AND IMPROVEMENT
NORTHSHORE GA PROPERTY OWNER'S ASSOCIATION, INC**

Property Owners Name

Property Owners Address/Phone Number

Contractors Name

Contractors Address/Phone Number

Lot Number

Items To Be Submitted For Review

- A. Completed Site Plan (1" to 10") showing all improvements, lot number, utilities, drainage features, easements, setbacks, street corner elevations and all trees 5" or greater in diameter. Sidewalk should also be shown where applicable.
- B. ¼" Floor Plan (Dimensioned and Noted)
- C. ¼" Foundation Plan (Dimensioned showing finish floor elevations and 3-block minimum foundation).
- D. Elevations (4) at 1/8". Dimensioned and noting all exterior materials, textures, roof pitch and window and door types. LABEL all shingles, windows and 3-block minimum foundation. Elevations must show all materials planned for use.
- E. Wall section, showing typical construction methods and materials.
- F. Landscape Plan (1" to 10') showing all major sod areas, plant beds and natural areas with a description of the palate or plant material proposed.
- G. Samples of all Exterior Materials, Colors, and Textures to be employed.
- H. A completed application form available from the management office, along with review fee of \$750.00, made payable to NorthShore GA Property Owners Association Inc.

Any deviation to plans and materials must be resubmitted to the ARB and receive ARB or Board approval.

Siding:	_____	_____
	Material	Color
Stucco:	_____	_____
	Material	Color
Brick:	_____	_____
	Material	Color
Roofing:	_____	_____
	Material	Color
Facia/Trim:	_____	_____
	Material	Color
Shutters:	_____	_____
	Material	Color
Front Door	_____	_____
	Make & Model	Color
Ext. Doors:	_____	_____
	Material	Color
Windows:	_____	_____
	Material	Color
Garage Door:	_____	_____
	Material	Color
Other:	_____	_____
	Material	Color
Other:	_____	_____
	Material	Color

8. Enclosed dwelling area of proposed structure _____ Sq. Ft.

9. Elevation of Finish floor _____ Ft. above M.S.L.

10. Has a structure been previously constructed from these plans within NorthShore GA Subdivision?

Yes

No

11. Expected Date of Commencement of Construction: _____

Sample Approval Letter

Approval is hereby granted for the construction of the improvements detailed in the plans and specifications submitted with this application.

This approval is limited to design criteria established by the ARB as provided by the Restrictive Covenants and should not be interpreted as approval of any variation from restriction or conditions imposed on the property owner by contract or other provisions of the recorded restriction or local, state, or federal law or regulation. All revisions or additions to the exterior must be resubmitted for approval.

NorthShore GA Property Owners Association Inc
Board of Directors

By: _____

Approval Notification To: _____

EXHIBIT IV

CONSTRUCTION REGULATIONS

The following are required to be in place on the lot prior to starting construction. The owner is also required to obtain a City of Kingsland Building Permit. This must be posted at the job-site. Violations to these may incur fines.

- A. Trash Receptacle for construction refuse. The job site must be cleaned daily and free from loose trash and debris.
- B. Port-O-Let required for each job site with the door facing the lot (away from the road).
- C. Silt-Fence (if requested by ARB or required by other authority)
- D. Additional Requirements:
 - 1. No vehicular traffic or parking except on lot home is being constructed.
 - 2. Construction hours are from 7AM until 7PM.
 - 3. All construction traffic must enter through construction gate. Construction gate must be secured immediately after use.
 - 4. No construction is allowed on Sundays or Major Holidays without ARB approval.
 - 5. No loud music allowed.
 - 6. No firearms are allowed.
 - 7. No pets may be brought in to work with a contractor or employee.
 - 8. All building sites must be kept free of construction debris. Daily maintenance of the site is required. Please be sure to clean up all wind-blown trash around the site.
 - 9. No fishing is allowed.
 - 10. No alcoholic beverages.

EXHIBIT V

SIGNAGE REQUIREMENTS

No sign of any kind shall be displayed to the public view on any lot except one (1) sign that is in accordance with the "Sign Standards" established for the NorthShore GA Overlay District by the City of Kingsland.