

*St. Ives Country Club Homeowners Association*

*Architectural Standards Manual*

*Revised November 2007*

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## **INTRODUCTION**

The Declaration of Protective Covenants and Restrictions for St Ives (“Covenants”) have caused the Board of the St Ives Home Owners Association, herein referred to as The Board, to create an Architectural Standards Manual.

The purpose of the Manual is to assure each homeowner that St Ives is a community of quality homes, buildings and grounds that are of tasteful and aesthetically pleasing architectural design; constructed with long-lasting materials and high construction standards; that are harmonious with surrounding structures and topography; and have landscaping and other site improvements consistent with the aesthetic quality of St. Ives as a whole.

Please note that any plans by a homeowner for any external construction, painting (even the same color) or landscaping must be submitted to the Property Manager for approval before work begins.

Homeowners are advised that the Covenants have granted to the ASC broad discretionary powers regarding the remedy or removal of any non-complying improvement constructed within St. Ives. In this regard, if the ASC finds that any improvement was not performed or constructed in compliance with the submittals receiving final approval or were not submitted for approval, the Board may remedy or remove the non-complying improvement, and charge the action to the Homeowner.

## **Architectural Standards Policy**

On June 29, 1999, The HOA Board of Directors authorized the Architectural Standards Committee to develop and begin implementing the following policy in conjunction with requests from property owners to review and approve architectural improvements as defined in the Architectural Standards Manual:

All non-complying architectural matters shall be reviewed, included in and made a part of the approval process whenever requests are submitted to the property manager for architectural improvements or modifications.

It is understood that the ASC has the authority to review and determine if a non-complying architectural matter will be grandfathered, and if so, whether or not it will be grandfathered to the property or to the present property owner. In the event a non-complying architectural matter is grandfathered to the present property owner only, it will be that property owner's responsibility to either correct the matter before a sale of the property is concluded, or to advise the purchaser of the specific non-compliance matter, to further inform the purchaser that a fine will commence immediately upon Closing, and that a lien will be filed in due course.

This Manual has been prepared by the ASC as a guideline for Builders and Homeowners in their selection of concepts for construction within the community of St. Ives. It does not include all building, use, and other deed restrictions associated with St. Ives and, accordingly, *each Homeowner should become familiar with the provisions of the Covenants, and rules and regulations of the Association.* The inclusion of any recommendation in this Manual shall not preclude the ASC's right to disapprove any proposed matter for any reason.

# **THE ARCHITECTURAL REVIEW PROCEDURES AND GENERAL STANDARDS FOR EXISTING HOMES**

**General:** The intent of home, property and landscape redesign and construction from its initial design or previously approved redesign and construction is to provide and maintain the overall design integrity and harmony in the community. Thorough and timely submission of plans and information, as well as adherence to the Design Standards set forth in this Manual, will prevent delays and minimize frustration and conflict for homeowners, St. Ives Homeowners Association, the Board of Directors, the Architectural Standards Committee, the Property Manager, and all other parties involved. Questions concerning the interpretation of any matter set forth in this Manual should be directed to the Property Manager before any work is begun.

Most Approvals, denials or recommendations for architectural changes are made by the architect selected by the ASC for such service, providing such approvals, denials or recommendations are clearly defined within the Architectural Standards Manual. All variances from the Architectural Standards Manual must be approved by the Architectural Committee. In addition, the Property Manager may approve, deny or recommend minor changes or enhancements providing the ASC has granted such authority to the Property Manager.

## **ADDITIONS OR ALTERATIONS, DEFINITIONS AND EXAMPLES**

**Additions or Alterations To Existing Homes or Property:** An addition or alteration to an existing home is defined as any change, modification, alteration, painting or other such work to an existing home or property that can be seen from any side of the exterior, including landscape alterations, which change the approved grade, involves the removal or installation of large trees, hedges or hardscapes. **All work on the exterior of an existing home must be submitted to the Property Manager prior to commencement of work.** Such information may be as simple as a letter with a material sample or picture, or as detailed as one or more of the below stated submittals. At the discretion of the ASC, a rough stake out of the proposed Addition or Alteration may be required prior to rendering Final Approval on any matter relating to the submittal. Even if you are painting the outside of the house the same color approval must be given by the Property Manager.

**Examples of Additions:** Examples of additions include but may not be limited to deck expansions, screen porches on existing decks, sun rooms, pools or ponds of any kind, hot tubs, arbors, site walls (masonry), porches or stoops, stairs/steps, patios, privacy screening, fountains, any room extension including garages, or fireplace additions that require a chimney. Finishing space in a basement does not require a submittal unless windows or doors are changed or added as part of the project. **Please ensure you and your contractor has received all building permits from The City of Johns Creek before any construction and/or alteration commences.**

**Examples of Alterations:** Examples of alterations include but may not be limited to landscaping, exterior repainting, re-roofing or roofing material. Installation of seasonal color to planting beds does not require a plan submittal.

## **SUBMISSION OF PLANS AND APPROVALS**

**First Step:** *Homeowners are requested to contact the Property Manager at 770-497-0482 to determine submittal requirements.* This simple step can aid the Homeowner in obtaining approvals in a more timely fashion.

**Submittals for Additions or Alterations to a home must be prepared by a qualified architect or draftsman. Submittals for major landscape changes must be prepared by a qualified landscape designer.**

Improvements, which include additional impervious surface on any lot within the River Corridor, must receive permission from City of John's Creek prior to submitting plans to the ASC for approval. See River Corridor map on page 19.

All requests for improvements within the 30' golf easement will require submission to the Property Management and approval from the St Ives Country Club.

**Plan Submissions:** At a minimum, plans are to contain sufficient information to graphically portray the proposed addition or alteration so that the ASC can perform a review of the submittal without visiting the home. Three (3) sets of plans must be submitted and include the following, if applicable:

- A. Floor Plans and Foundation Plan at a scale of 1/4" = 1'0".
- B. Exterior Elevations at a scale of 1/4" = 1'0".
- C. Site and Grading plan at a minimum scale of 1" = 20'.
- D. Repainting of the exterior of the home - submit color chips of the proposed colors plus a color photograph of the home showing existing color
- E. Landscape modifications and additions at a minimum scale of 1" = 20'. All shrubs must be a minimum of 3-gallon containers.

**Review Fee:** A non-refundable Review Fee of two hundred & fifty dollars (\$250) for large plans that include hardscape and one hundred dollars (\$100) for smaller plans without hardscape *must be paid at the time of submittal of the plans or the plans will **not** be reviewed.* Should the architect need to perform an on site inspection, an additional cost of \$100.00 per hour will be billed to the homeowner. Checks should be made payable to ***The St. Ives Country Club Homeowners Association.***

**Design Approval:** No alteration or addition to any existing home or structure or site improvement shall be made on any property until the plans and specifications showing the proposed design, nature, kind, shape, size, color, materials, and location of same shall have been submitted to and shall have received Final Design Approval by the ASC. Alterations or additions include but are not limited to existing homes, accessory structures, tennis courts, pools or ponds of any kind, hot tubs, pool houses, gazebos, and landscaping which involves grade change, site line changes, removal of large trees, or other site improvements.

**Project Completion Time Limits:** Any lot owner submitting a plan for Architectural Review must agree to the following:

1. On receipt of the final approved architectural plan the lot owner must agree to start the project within 3 months of the approval date. An estimated completion date or timeline must be included in the final plan. If the project has not begun within this time period specified, the plans must be resubmitted for review by the property manager, the association architect and/or the ASC committee
2. An approved project must be finished within 6 months from the start date as noted on the final plan or within 30 days of the estimate completion date. For any project that goes beyond the noted dates, the lot owner must provide in writing to the property manager and the ASC the reason for the delay and a new estimated completion date. Weather or any situation that may be beyond the control of the property owner that prevents the start and/or completion of the project, the Property Manager also must be notified, in writing, for a waiver to extend the project dates.
3. Any homeowner who fails to comply with these rules or cannot provide a reasonable explanation of the cause of the delay or a revised estimated completion date may be subject to fines and/or be required to revert the property back to its original condition.
4. Lot owners must provide the property manager with the company names authorized to work on the project. If the project is to be completed in whole or in part by the lot owner, that too should be noted on the final approved plans.
5. Upon completion of the project, the property manager must be notified that the project is completed and a final inspection must be performed by the property manager, association architect and/or ASC committee. The inspection is to ensure that the project was completed as specified on the approved plans and that no violations of the ASC or HOA rules and regulations have occurred.

**Landscape Plan Review:** Landscape Plans will be reviewed for appropriate use of plant material, utilization of natural site features, drainage control measures through the use of

ground covers/sod, location of required screenings, plant sizes and quantity, and general appearance of design scheme.

**Variations:** A request for a variance may be requested for specific construction, setbacks or other variances that do not meet or adhere to the architectural standards requirements. A variance request must be submitted to the ASC. The reviewing architect will make a recommendation for or against the variance request and forward it, with written comments, to the ASC for consideration. If the variance is approved by the ASC, the work may commence. If the variance is not approved, the applicant may request a hearing before the full ASC to appeal the decision (see Appeal process below). Non-compliance with the variance, appeal and the standards set forth in this manual will result in work site closure, possible fines and removal of completed work.

**Appeal:** If an application for approval has been denied; or if an approval is subject to conditions, which a Homeowner feels are unreasonable or unwarranted; or if there are disputes to any other matter related to the decisions of the ASC, the architect or the property manager, the Homeowner may request a hearing before the full committee of the ASC. At the hearing, the Homeowner will be allowed to present their position on the matter and make requests or recommendations as to an alternative action. After the hearing the ASC will review the information presented and notify the Builder or Homeowner in writing within one week of its final decision on the hearing. The decision of the ASC regarding the matter shall be final.

**Building Without the Required Submittals and Approvals:** Homeowners who commence or continue with additions or alternations to a home or property without the required submittals and approvals as listed herein will be subject to a **\$500** fine. Upon identification by the ASC that construction has commenced or has continued without the required authorizations and approvals, the Homeowner will receive a letter from the Property Manager requesting immediate corrective actions and the contractors and sub-contractors will be denied access to the community until resolution. If corrective actions are not taken within a specified time period, a second letter will be sent requesting corrective action and establishing a fine of an additional **\$1,000**.

**Inspection:** The ASC, architect or Property Manager shall have the right to enter upon and inspect any property at any time before, during, or after the completion of work for which approval is required under this Manual. Upon completion of construction, a Homeowner shall give notice to the ASC that the construction and/or landscape installation are complete and that a final inspection is requested. Upon final review and inspection of the improvements by the ASC provided that such inspection determines that the improvements were constructed in compliance with the plans and specifications submitted for approval, the ASC should determine the project completed.

**Fines for Violation of Regulations:** Homeowners who have been determined by the ASC to have violated the regulations established herein and approved by the Board of Directors, will receive a letter from the Property Manager identifying the nature of the violation and requesting correction of that violation within a specified amount of time. If

corrective measures, which are satisfactory to the ASC, are not taken within the initially specified time period, a second letter will be sent which will establish a fine of **up to \$50.00 per day** until the specific violation has been corrected.

**Fine for ASC Directed Maintenance of any Lot:** If at any time the condition of any lot is determined not to meet community standards, and reasonable efforts have been expended to have the lot owner correct such conditions are unsuccessful, the ASC may authorize reasonable maintenance and charge the lot owner 150% of the maintenance costs incurred as a fine.

## **SITE MAINTENANCE STANDARDS**

**Site Maintenance Standards:** Homeowners shall be held responsible for the maintenance of the construction site. Violations of the Site Maintenance Standards can result in fines and/or costs incurred by the ASC to correct such violations. In this regard, the Homeowner shall be responsible for the following:

- A. Ensuring that the construction site is kept clean and free of debris and waste materials, and that stockpiles of unused materials are kept in a neat and orderly fashion.
- B. Trash is to be retained in a refuse container. Once filled, they must be **promptly emptied or removed.**
- C. Dumpsters must be pre-approved by the Property Manager as to size, location and duration. No dumpster may be located on a street.
- D. Burning of trash or waste materials is not permitted at any time.
- E. Contractors vehicles are not to be left on the streets overnight and may be removed at the owner's expense. A fine may be then be imposed against the property owner.
- F. Port-a-Potties are not permitted. However, they will be permitted on a case by case basis. All new construction must have Port-a-Potties.

**Worker Conduct:** Homeowners shall be held responsible for the acts of their employees, sub-contractors, suppliers and other persons or parties involved in construction or alteration of a home-site. In this regard, a Homeowner shall be responsible for the following:

- A. Prohibiting the consumption of alcoholic beverages, illegal drugs or other intoxicants that could hamper the safety or well being of other personnel on the site or other persons on the property within the community, or affect the quality of workmanship.
- B. Assuring that all site personnel do not commit any violation of the rules and regulations of the Association.

C. The hours that contractors, their employees or sub-contractors are permitted to work in St. Ives will be strictly enforced. Unless advised otherwise, the permitted work hours are:

1. **Monday - Friday: 7AM - 7PM**
2. **Saturday: 9AM - 6PM**
3. **Sunday: None**

**The ASC or its' designee may grant exceptions to permitted hours on a case-by-case basis.**

D. Contractors' employees or their sub-contractors are not allowed to trespass on adjacent property for any reason (including taking water and electricity).

E. Contractors are required to use the back gate for entering and exiting the community.

***VIOLATORS MAY BE FINED AND/OR DENIED ACCESS TO THE COMMUNITY***

**SITE IMPROVEMENT STANDARDS**

**Building Setbacks:** Minimum building setback lines (including eaves, overhangs, and cantilevers) shall be as follows:

- A. Estate Lots - front property line - 50'  
rear property line - 35'  
side property line - 10'
- B. Manor Lots - front property line - 40'  
rear property line - 35'  
side property line - 7.5'
- C. Pod 23 Lots - front property line - 30'  
rear property line - 35'  
side property line - 7.5'
- D. Cluster Lots - front property line - platted setback  
rear property line - platted setback  
side property line - platted setback

Where a home fronts on more than one street (such as a corner lot), the minimum front setback shall apply to the frontage on all such streets. The ASC may permit different setback requirements as to the location and positioning of any improvement.

**Driveways:** Parking spaces, garages, curb cuts, and the driveway to a garage shall be planned and executed in an attractive and functional manner and shall consider the location of existing trees, topography, streetscape and compatibility with surrounding improvements.

All homes shall have a paved driveway of stable and permanent construction of at least twelve (12) feet in width and no closer than three (3) feet from the property line. Unless prior approval is obtained from the ASC, all driveways must be constructed of brick, concrete or stone. All driveway approaches must be concrete. When curbs are required to be broken for driveway entrances, the curb shall be repaired by the Homeowner in an orderly and timely fashion in such a way as to be acceptable to the ASC.

**Street Front Improvements:** Homeowners shall install and maintain trees, sod, and irrigation along the street frontage of the homes regardless of the size of the lot or the amount of street frontage. Sod shall be provided to the back of the curb and shall be Bermuda or Zoysia. The sodded area shall be provided with an automatic underground irrigation system.

**Drainage and Grading:** No ditches, cuts, swales, streams, impoundments, ponds, or lakes; no mounds, knobs, dams, or hills; and no other physical improvements or elements of the landscape or terrain which control or determine the location or flow of surface water and drainage patterns may be created, destroyed, altered or modified without the prior written consent of the ASC.

**Special attention shall be given to proper site surface drainage, so that surface waters will not interfere with surrounding homes and natural drainage flows. Paved areas shall be designed to allow surface water to drain naturally and not to allow water to collect or stand.**

**Swimming Pools:** Any swimming pool to be constructed upon any property must be approved by the ASC. Above ground swimming pools are not permitted. All requests for approval must be submitted to the ASC in writing. Each lot will be reviewed on an individual basis. The design must incorporate, at a minimum, the following:

- A. The composition of the material must be thoroughly tested and accepted by the industry for such construction.
- B. All swimming pools must be fenced in accordance with City of John's Creek regulations with self-closing gates and latches. All fences must comply with ASC standards. See page 12 for details.
- C. All attendant equipment and supplies must be retained in a locked structure.
- D. Pools must not drain on neighbors or golf course property.
- E. Building setbacks for pools and decks shall be as follows:

**Non Golf Course Lots:**

- 1) The swimming pool and deck around the pool shall be located at no less than fifteen (15) feet from the side property line, or the water line of the pool shall not extend beyond the side of the home, whichever is the greater dimension.
- 2) The swimming pool and deck around the pool shall be located no less than twenty (20) feet from the rear property line.

**Golf Course Lots:**

1) The swimming pool and deck around the pool shall be located no less than fifteen (15) feet from the side property line or the water line of the pool shall not extend beyond the side of the home, whichever is the greater dimension.

2) The swimming pool and deck around the pool **shall not encroach into the thirty (30) foot Golf Course Easement** at any point along the property line adjacent to any part of the Golf Course.

F. The pool equipment is to be located next to the home and shall not create a visible or noise nuisance to other property owners and must have a separation of five (5) feet from the fence or wall to provide an un-climbable space.

G. Evergreen landscape screening shall be planted at such a height as to totally obscure the view of the pool equipment from all adjoining homes. Enclosures matching the exterior of the home may be substituted for landscape screening.

**Tennis Courts:** Any tennis court to be constructed upon any property must be approved by the ASC. All requests for approval must be submitted to the ASC in writing. Each lot will be reviewed on an individual basis.

A. Fencing of tennis courts must be chain link; green or brown vinyl coated; and limited to ten (10) feet in height.

B. Tennis court fencing shall not be visible from the street in front of the home.

**Signs:** No signs whatsoever (including, but not limited to, commercial and similar signs) shall be erected or maintained on the property except such signs as may be required by law and such signs as may be approved by the ASC such as approved "For Sale" signs.

**Lighting:** All exterior lighting shall be consistent with the character established in St. Ives and be limited to the minimum necessary for safety, identification, and decoration. Exterior lighting of buildings for security and/or decoration shall be limited to concealed up-lighting or down-lighting and the style and type of lighting shall not be visible from streets and other common areas and no color lens or lamps are permitted. Lighting cannot shine on appurtenances. No lighting of tennis courts is permitted unless approved by the ASC.

**Fences and Walls:** The style, location and extent of any fence or wall must be submitted for approval to the ASC prior to installation.

Removal of trees for installation of fencing is not allowed except on a case by case basis and only with onsite authorization by the ASC.

**Fencing is not allowed to encroach into the thirty (30) foot Golf Course Easement.**

Fencing shall not begin any closer than five (5) feet from the front corner of the home that is furthest from the front set back line.

- A. Wood and/or chain link fencing is not permitted.
- B. All walls, where permitted, shall be the same material and design as the adjacent building (stucco, stone, or brick) and may be adjacent to the property line.
- C. Fences of black wrought iron, steel, or black anodized aluminum are permitted. These fences may be adjacent to the property line.
- D. The use of stone or brick piers as a part of the fence design is encouraged. The fence shall be located a minimum of six (6) inches from the property line if piers are not used, and if piers are used, the piers shall be located a minimum of one (1) foot from the property line.
- E. Where a fence or wall is deemed to be unnecessary or unsightly and detracting the visual value of common areas, a landscape screen in lieu of a fence or wall shall be required.
- F. **No fence or wall over five (5) feet in height shall be permitted except for tennis courts and other special conditions as approved by the ASC. The overall height of masonry piers (including cap) shall not exceed six (6) feet. The overall height of any combination of fence, wall and piers (including cap) shall not exceed six (6) feet from grade on either side of the fence or wall.** In general, fences or walls are not encouraged within St. Ives. Hedges, berms, or other landscape alternatives are preferred.
- G. Invisible fencing (in ground electric fence) for pets is allowed.

## **BUILDING CONSTRUCTION STANDARDS**

**Exterior Materials:** Recommended materials shall be brick, stone, stucco, wood (not plywood or similar material), or other approved natural material. No vinyl or aluminum siding, simulated brick or cultured stone shall be permitted.

**Exterior Colors:** Finish colors shall be applied consistently to all sides of the buildings. Color selections shall be harmonious with each other and with natural materials, and shall be compatible with colors of the natural surroundings and other adjacent properties. All exterior wood must be painted or stained.

**Exterior Trim and Decoration:** Exterior window and door trim and similar decorations shall all be of the same color and material, unless otherwise approved, and shall be either of the same material as exterior walls or directly compatible. Fascia, gutters and downspouts shall blend in and be directly compatible with the architectural detail of the exterior walls.

Reflective glass or reflective film is not permitted on the street side of a home. All reflective glass or film must be approved by the ASC.

**Roofs:** Flat roofs shall not be permitted on the main portion of the structure, provided; however, the ASC shall have discretion to approve such roofs on the main body of a building, if modern or contemporary in design. No built up roofs shall be permitted, except on approved flat surfaces.

The composition of all pitched roofs is recommended to be architectural dimensional shingle, cedar shake shingle, slate, tile or other composition approved by the ASC. All pitched roofs must have at least 8/12 slope on the main body of the building.

**Chimneys:** Any exposed portion of a chimney outside of the building shall be constructed solely of brick, stone, or stucco and shall be built to grade. If the fireplace is a metal (self-insulated) type with a metal spark arrestor at the top of the chimney, this arrestor must have a cowling or surround of a material approved in advance in writing by the ASC.

**Garages:** All residential dwellings shall include a garage adequate to house two (2), but not more than four (4) large size automobiles and shall include adequate space for storage. The minimum space allotments for garages shall be as follows:

- A. Floor space allocation for each automobile shall be not less than eleven (11) feet in width and twenty-two (22) feet in length.
- B. Floor space allocation for storage shall not be less than one hundred (100) square feet for any garage.
- C. No garage shall be less than five hundred eight-four (584) square feet of total floor space.

All garages shall include garage doors (which shall be minimum width of eight (8) feet for each automobile) operated by automatic door openers. No garage doors shall be located on the street front of the home. Garage doors shall be constructed of a material that is similar in appearance to the exterior materials of the home, and the color of the garage door shall be compatible with the color of other exterior finishes of the home. Garage doors, automatic door openers and service doors shall be maintained in useful working condition and shall be kept closed when not in use.

No garage shall be converted to other usage without the substitution of another garage. No carports will be permitted.

**Driveways:** Driveways shall be a minimum of three (3) feet from the property line. The turn around shall be planted with a dense evergreen screen, which shall be no less than four (4) feet high when installed. The evergreen screen shall be at least five (5) feet longer than the total width of the garage door opening.

**Appurtenances:** All exterior mechanical equipment including, but not limited to, vents, transformers, air conditioning compressors, pool pumps, etc., shall be concealed from view by walls of the same material and color as the home or by an opaque, evergreen landscaping screen with an installed height of no less than thirty-six (36) inches or 5

gallons whichever is greater. No solar heaters shall be allowed where visible from any street or the golf course. Roof vents shall be on the rear of the home and are to be painted black or match the roof color. Shutters must be operable with shutter dogs. All steps with three or more risers must have a railing.

Electric meter, electrical risers, HVAC condensing unit electrical disconnect boxes, gas meter and piping, and wall vents are to be painted to match the color of the adjacent wall surface.

**Antennas:** No antenna for transmission or reception of television signals or any other form of electromagnetic radiation shall be erected, used or maintained where visible from any adjoining property or the golf course.

**Satellite Dishes:** Any satellite dish that is less than one meter (39.37 inches) in diameter is allowed in St. Ives, but must be approved by the ASC. The ASC requires all satellite dishes to be placed at the side or rear of a home. It may require screening, painting, camouflage and other reasonable steps to ensure the safety of the installation and minimize the visual effect on the community.

**Window Air Conditioning Units:** No window air conditioning units shall be permitted.

## **LANDSCAPING AND OPEN SPACE STANDARDS.**

**General:** Any homesite, which shall have been altered from its natural state, shall be landscaped according to plans approved by the ASC. All shrubs, trees, grass; plantings of any kind, pinestraw or other approved mulch shall be kept maintained, properly cultivated and free of trash and other unsightly material.

**Landscaping Plan:** Any major alterations, changes or modifications to the initial or approved landscape plan must be designed by a registered Landscape Architect or person of similar competence and must be submitted to and approved by the ASC. Existing trees may not be removed without the prior approval of the ASC.

**Trees:** In order that the natural beauty of the property may be preserved, no living tree having a diameter of three (3) inches or more, as measured four (4) feet from the natural grade, shall be destroyed or removed from the property unless approved by the ASC. Any tree to be planted shall be subject to the approval of the ASC and must have a minimum 4" caliper.

Evergreen shrubs are required at the full perimeter of the foundation, and along the base and top of all retaining walls. Shrubs are to be a minimum of 3 gallons. Shrubs at the front of the home shall consist of minimum 7-gallon accent shrubs and minimum 5-gallon shrubs to augment the 3-gallon material. All slopes steeper than 3:1 must be stabilized with geomat and evergreen ground cover.

Trees including evergreens shall not be planted in locations that would immediately or in the future (1) create a nuisance, (2) seriously shade a pool, or (3) screen an adjoining property owner's view of the golf course, lakes or other common areas.

**Sod:** *All areas* within each property not covered with pavement, buildings, shrubs or groundcover *shall be completely sodded with Bermuda or Zoysia*, unless designated as a natural area.

**Mulch:** All areas within each property not covered with pavement, buildings, sod, or groundcover shall be covered with pine straw, pine bark or cypress mulch. All mulch must be replaced at least twice per year. Please note that gravel, rock or stone is not an approved mulch.

**Irrigation:** All landscaped areas shall be provided with an underground irrigation system. Irrigation must be provided to the back of the curb of the adjacent street(s) and to the shoreline of all portions of a lake, pond, or other watercourse within the property. No hook-ups or use of lakes or ponds for irrigation will be permitted.

## GENERAL SUBDIVISION STANDARDS

**Residential Use:** Property may be used only for residential housing purposes. No business, occupation, or profession may be conducted on a property or within a home if such business creates regular employee or customer traffic. (Employee traffic includes but is not limited to any individual receiving compensation for services rendered to or for such business. Customer traffic includes but is not limited to customers, clients, patients, or students.) Vehicles attendant to any business shall not be parked on any street for longer than one hour in any 24-hour period.

**Games and Play Structures:** All basketball goals and any other fixed games or play structures are subject to approval by the ASC. All basketball backboards must be clear acrylic (glass-like) and the metal pole painted black. **Portable basketball goals of any kind are not permitted in St. Ives.** All fixed games and play structures, i.e., swing sets, slides, trampolines, sandboxes, etc., must be located behind the home within the property setbacks, and not visible from the street. Landscape screening may be required in some cases. Tree houses or platforms of a like kind or nature shall not be constructed unless approved by the ASC. The location of the basketball backboard, game or play structure must be approved by the ASC. No play structure, basketball goal or hardscape may be placed within 5 feet of any property line. Play structures are only approved to the current homeowner. Play structures must be removed by selling owner or re-approved for purchaser. Play structures no longer in use or that have deteriorated must be removed. All games and play structures must be kept in good repair or be removed.

**Mail Boxes:** All mailboxes shall be of common design and shall include only the street number (on both sides of the mailbox) and shall be located as prescribed by the United

States Postal Service. The mailbox shall be painted glossy black and is to be kept in good repair including the paint. Failure to comply may result in a fine of up to \$300.00.

**Lawn Furnishings:** No birdbaths, frog ponds, flagpoles, lawn sculpture, artificial plants, birdhouses, rock gardens, or similar types of accessories and lawn furnishings are permitted on any property without prior approval of the ASC. Holiday or hospitality flags/banners are allowed only at the rear of a home and must be kept in good condition.

**Accessory Structures:** No more than one (1) detached single family home shall be erected on a property. The ASC may approve accessory structures (such as garages, gazebos, guest houses, servants' quarters, and the like) that are detached from the main residence so long as they are not erected prior to construction of the main residence and are not intended to be held for occupancy, rent or lease.

**Refuse and Storage Areas:** Garbage and refuse shall be placed in containers and shall be capped and contained in such a manner that they are inaccessible to animals. The containers shall be concealed within buildings; be concealed by means of a screening wall of material similar to and compatible with that of the building; or, concealed by sufficient landscaping to provide a permanent screen from view of adjacent property, golf course or streets. These elements shall be integrated with the building plan, be designed so as not to attract attention and shall be located in as reasonably inconspicuous manner as is possible.

**Temporary Improvements:** No temporary building or structure shall be permitted on any property except that trailers, temporary buildings, barricades and the like may be permitted during the construction of a permanent improvement, and provided that the ASC shall have approved the design, appearance, and location of same. They shall be removed not later than fourteen (14) days after the date of completion of the buildings for which the temporary structure was intended, and shall be permitted for no longer than a period of six (6) months unless an extension of time is granted by the ASC.

**Utility Service:** No lines, wires or other devices for communications purposes, including telephones, television, data and radio signals, or for transmission of electric current or energy, shall be constructed or placed on any property unless the same shall be in or by conduits or cables constructed, placed and maintained underground or concealed in, under or on buildings, or other approved improvement. Above ground electrical transformers and other equipment may be permitted if properly screened and approved by the ASC. In addition, all gas, water, sewer, oil and other pipes for gas or liquid transmission shall also be placed underground or within or under buildings. Nothing herein shall be deemed to forbid the erection and use of temporary power or telephone services incident to the construction of approved improvements.

**Storage Tanks:** No storage tanks, including but not limited to those used for storage of water, gasoline, oil, other liquid or any gas, shall be permitted outside a building except as approved by the ASC.

**LANDSCAPE & GROUNDS MAINTENANCE STANDARDS:**

- A. Mow grass areas to maintain a manicured appearance commensurate with prevailing community standards.
- B. Edge turf twice per month including bed lines and curbs during the growing season.
- C. Remove weeds from all bed areas including Bermuda grass that has invaded the beds. Maintain curbs free of weeds and debris.
- D. Mulch all non-turf areas with mulch such as pine straw, pine bark or cypress mulch. All mulch must be replaced at least twice per year. **Please note that gravel, rock or stone is not approved mulch.**
- E. Remove dead shrubs and dead trees promptly. Replace as needed to maintain approved landscape.
- F. Water adequately for healthy lawn and shrubs. An inch of water per week for turf is sufficient.
  
- G. Apply weed control, including pre-emergent, year round to maintain a weed free lawn. Fertilize turf as needed to maintain a healthy lawn.
- H. Place grass & shrub clippings at curb no earlier than 12 hours prior to scheduled pick-up on Monday's only.
- I. Do not blow grass clippings or pine needles into a storm drain or into street.