

Belleterre Architectural Review Committee

What DOES NOT need Belleterre ARC approval

- Pruning scrubs and trees including raising canopies of overgrown trees
- Removing dead scrubs while replacing with same. (Not to be confused with complete re-landscaping)
- Fixing external minor structures back to the original state, i.e. railroad ties, landscape timbers, steps to a deck
- Tree Removal
 - Trees that are located within ten (10) feet of a drainage area, a septic field, a sidewalk, a residence or a driveway, and diseased or dead trees do not need ARC approval.

What NEEDS Belleterre ARC approval

Per the Belleterre Covenants Section 3 – Architectural Standards in summary (please refer to the covenants for the complete section):

- No exterior construction, addition, erection, or alteration shall be made unless and until plans and specifications showing at least the nature, kind, shape, height, materials, and location shall have been submitted in writing to and approved by an Architectural Review Committee (“ARC”).
- The ARC shall be the sole arbiter of such plans and may withhold approval for any reason, including purely aesthetic considerations, and it shall be entitled to stop any construction in violation of these restrictions.
- If the ARC fails to approve or to disapprove submitted plans and specifications within sixty (60) days after the plans and specifications have been submitted to it, the foregoing will be deemed approved. However, all activities commenced pursuant to plans which have been deemed approved shall be consistent with such plans.

Per the Belleterre Covenants Sections 4, 10, 11, 12, 18, 19, 20-27, & 30-31 in summary (please refer to the covenants for the complete section):

Signs. No sign of any kind shall be erected by an Owner or Occupant within the Community without the prior written consent of the ARC except (a) not more than one “For Sale” and “For Rent” sign consistent with the Community-Wide Standard and having a maximum, area of four square feet, (b) security signs consistent with the Community-wide Standard, (c) any signs required by legal proceedings, and (d) signs erected by Declarant. Notwithstanding the foregoing, the Board shall have the right to erect reasonable and appropriate signs.

Antennas. No exterior antennas of any kind shall be placed, allowed, or maintained upon any portion of the community, including any Lot, without the prior written consent of the ARC. No free standing antennas whatsoever shall be placed on any Lot including, without limitation, satellite dishes.

Tree Removal. No trees shall be removed from any portion of the Community without the prior written consent of the ARC except for (a) trees that are located within ten (10) feet of a drainage area, a septic field, a sidewalk, a residence or a driveway, (b) diseased or dead trees, and (c) trees removed by Declarant.

Fences. No fence or fencing type barrier of any kind shall be placed, erected, allowed, or maintained upon any portion of the Community, including any Lot, without the prior written consent of the ARC. The ARC may issue guidelines detailing acceptable fence styles or specifications, but in no event may a chain link or barbed wire fence be approved.

Utility Lines. Except as may be permitted by the ARC, no overhead utility lines, including lines for cable television, shall be permitted within the Community, except for temporary lines as required during construction and lines installed by or at the request of Declarant.

Air-Conditioning Units. Except as may be permitted by the ARC, no window air conditioning units may be installed.

Lighting. Except as may be permitted by the ARC, exterior lighting visible from the street shall not be permitted except for (a) approved lighting as originally installed on a Lot; (b) one decorative post light, (c) street lights in conformity with an established street lighting program for the Community; (d) seasonal decorative lights; or (e) front house illumination of model homes.

Artificial Vegetation, Exterior Sculpture, and Similar Items. No artificial vegetation shall be permitted on the exterior of any property. Exterior sculpture, fountains, flags and similar items must be approved by the ARC.

Energy Conservation Equipment. No solar energy collector panels or attendant hardware of other energy conservation equipment shall be constructed or installed unless they are an integral and harmonious part of the architectural design of a structure, as determined in the sole discretion of the ARC.

Swimming Pool. No swimming pool shall be constructed, erected or maintained upon any Lot without the prior written consent of the ARC and in no event shall any above-ground swimming pool be permitted.

Gardens, Play Equipment and Pools. No vegetable garden, hammock, statuary, play equipment (including, without limitation, basketball goals), or pool shall be constructed, erected or maintained upon any Lot unless the type and location thereof has been previously approved by the ARC.

Mailboxes. All mailboxes located on Lots shall be of a similar style approved by the ARC and shall be installed initially by the original home builder. Replacement mailboxes may be installed after the type has been approved in writing by the ARC.

Exteriors. Any change to the exterior color of any improvement located on a Lot, including, without limitation, the dwelling or any fence located on a Lot, must be approved by the ARC.

Entry Features. Owners shall not alter, remove or add improvement to any entry features constructed by the Declarant on any Lot, or any part of any easement area associated therewith without the prior written consent of the ARC.

Lakes. No docks shall be permitted on any Lot or lake. Retaining walls and similar structures shall not be installed without the prior written approval of the ARC.

Belleterre Architectural Review Committee (A.R.C.) Recommendations

To maintain the high standards and integrity of our neighborhood and home values, procedures are established and recorded to ensure neighborhood control and continuity. In this regard, the A.R.C. offers the following guidance and suggestions based upon frequently asked questions about process and procedures.

- Before starting any project, please reference the neighborhood **Declaration of Protective Covenants for Belleterre** (“Covenants”). The applicable provisions for architectural issues is Article VI, *Use Restrictions and Rules*. This section covers guidelines for a vast array of lot uses, as well as specific exclusions (what can’t be done). Please refer to this section prior to requesting A.R.C. approval, as the A.R.C. will be using this section to guide their decision process.
- It is also recommended that you review the Zoning Resolution of Fulton County and the City of Milton’s Tree Ordinance (attached) and How to Design & Build Fences & Gates from Ortho Books if applicable.
- Construction, exterior alterations, and/or similar projects require the written approval of the A.R.C. **before** work is commenced. Examples include, but are not limited to, free standing detached structures, decks and deck alterations, fences and children play sets. Prior to submitting the Request for Modification Form, homeowners are advised to include a site plan, pictures and/or sample materials and contractor(s) scope of work and materials (which is generally well defined). The site plan may be a rough sketch, although a professionally prepared rendering may be more informative. If a building permit is required, the A.R.C. will require evidence the permit has been obtained (please provide a copy with the Modification Form).
- Tree removal requires the written approval of the A.R.C. Certainly there are cases where disease or infestation require the removal of a tree(s), yet, there have also been cases where trees were removed to create open space or were simply not consistent with

installed landscaping. A.R.C. approval is required more to preserve our trees than to govern homeowners' landscaping desires. Tree removal request should include name of tree and diameter along with photos identifying the trees proposed to be removed. It is strongly encouraged that all removals are accompanied identifying photographs and if they will be replace with another tree.

- Yard maintenance, specifically the lack thereof, is becoming an issue within the neighborhood. The A.R.C. kindly reminds you that pursuant to Article V, Section 2, Owner's Responsibility (page 6), lots must be maintained, "in a manner consistent with the Community-Wide Standard." The Community Wide Standard is defined in the Covenants as the, "standard conduct, maintenance, or other activity generally prevailing in the Community" (see Exhibit A, Definitions).
- Remedies, including but limited to a minimum \$500.00 fine and/or liens, are available to the Board of Directors should the appropriate process not be followed.

How to Submit Your Request to the Belleterre A.R.C.

1. Complete a Belleterre Request for Modification form and send it to the A.R.C. Please address it to:

Belleterre A.R.C. c/o Earl Jones ejones4000@gmail.com

2. Upon receiving your request, it will be processed via email by the Architectural Review Committee (A.R.C.).

It may be determined that more information is necessary for the A.R.C. to complete its' review and you will receive notification of those details. It is recommended that all requests are accompanied by copy of a building permit (if required), scale drawings, estimates, color or material samples, photographs, or other types of project related information.

3. Once we have a completed request, the A.R.C. has sixty (60) days from the date on the confirmation email to respond to your request.

4. Our review includes determining how your request will impact your neighbors and the Belleterre community.

5. We will respond to you via email with our determination before the sixty (60) day period has expired.

6. Questions about the issues above, the Request for Modification Form, or any other neighborhood architectural issue, should be directed to the A.R.C. Chairman, Earl Jones at ejones4000@gmail.com

As stated in the Declaration of Protective Covenants of Belleterre (Article VI, Section 3. Architectural Standards), if the A.R.C. fails to approve or disapprove submitted plans and specifications within sixty (60) days after the plans and specifications have been submitted to it, the foregoing will be deemed approved.

The A.R.C. shall be the sole arbiter of such plans and may withhold approval for any reason, including purely aesthetic considerations, and it shall be entitled to stop and construction in violation of these restrictions.

Please see the Declaration of Protective Covenants of Belleterre for additional information.