

**ARCHITECTURAL CONTROL  
DESIGN STANDARDS AND  
GENERAL GUIDELINES**

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IN ORDER TO PRESERVE, PROMOTE AND ENHANCE THE HARMONY, BEAUTY AND TO UPHOLD THE VALUE OF OUR HOMES IN BIRCHWOOD, THE ARCHITECTURAL CONTROL COMMITTEE, (A.C.C.) PRESENT THE FOLLOWING GUIDELINES. THESE GUIDELINES ARE TO BE REVIEWED WHEN ALTERING OR ADDING TO YOUR DWELLING OR PROPERTY. THESE GUIDELINES ARE A GENERAL SUPPLEMENT TO THE COVENANTS AND SHOULD BE USED IN CONJUNCTION WITH THEM. PLEASE REFER TO THE COVENANTS FOR THE EXACT LANGUAGE.

PLANS AND SPECIFICATIONS MUST BE SUBMITTED TO THE A.C.C. PRIOR TO CONSTRUCTION, ADDITIONS, OR LANDSCAPING.

**FENCES**

No taller than six (6) feet.

Attached to the back of the house and not to extend forward of the rear wall of the structure or placed in the front of dwelling.

No chain linked fences.

Smooth or finished side facing out.

Fence should have the appearance of natural wood.

ACC approval required for any fence repair or replacement.

**BASKETBALL GOALS**

Backboards shall be made with material to appear regulation. Backboards shall be neat in appearance at all times.

Pole will be painted black or white.

All basketball goals shall be free-standing.

ACC approval required for any basketball goal placements.

**MAILBOXES**

NO BRICK, BLOCK OR STUCCO.

Painted black post with appearance and makeup similar to post installed at the time of purchase.

All mailboxes shall be painted black.

Mailbox, post, and numbering must comply with the Birchwood Mailbox Guidelines document.

Mailboxes and posts must be maintained.

Any cover over the mailbox must be submitted to ACC, notwithstanding seasonal decorations.

ACC approval required for any mailbox/post replacement.

**SCREENED PORCH OR ENCLOSED DECK**

Roof must be the same color and materials as existing roof.

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Framing materials must be the same as existing deck or house exterior.

Color to match or coordinate with existing house color.

ACC approval required for any porch or deck installation or replacement.

**EXTERIOR HOUSE COLOR**

Repainting of exterior of house must be approved by the ACC.

**ROOF**

Re-roofing or repairing of roof must match the color and composition of the roof at the time of purchase.

ACC approval required for any roof repair or replacement.

**DRIVEWAYS AND SIDEWALK ADDITIONS**

Driveway and sidewalk additions must conform with the existing structures or compliment the existing structure. This includes parking pads.

ACC approval required for any driveway or sidewalk additions or modifications.

**PLAYGROUND AND LEISURE EQUIPMENT**

Playground equipment shall NOT be placed in front of the house.

All playground equipment must be in the rear yard and shall be made of wood if visible from the street.

Leisure equipment such as swings, benches, shall be made of wood with the exception of iron furniture.

Exception: Type and material of furniture on homeowner's deck or porch shall be the homeowner's choice.

**MAJOR LANDSCAPING**

Major landscaping is defined as changing the lay of the land such as building retaining wall, or creating or removing pine islands.

Changing the established water flow for drainage, or changing established contour of the lot, specific plans must be submitted for approval.

ACC approval required for any major landscaping changes.

**TREES**

No clear cutting of trees will be allowed. Trees may not be removed other than those within the house pad, driveway and within 15 feet of the structure.

Dead or diseased trees must be removed (ACC approval required).

ACC approval required for any tree removal.

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LAWN CARE

Front and rear lawns shall be mowed regularly during the growing season.

All shrubs shall be trimmed on a regular basis.

Driveway, and sidewalk edging shall be neatly trimmed on a regular basis.

The general overall condition of the lot should be neat in appearance.

COMMERCIAL VEHICLES

Commercial vehicles are not permitted on any Lot on a permanent basis (Covenants Article VI, Section 6.15)

A vehicle shall be deemed a commercial vehicle if the vehicle meets any one of the following characteristics; the vehicle:

- weighs over 6,001 pounds (2,722 kg)
- displays the name of a business or other commercial enterprise or employer anywhere on the vehicle, (except on its license plate or license plate holder, or as a decal on a windshield or window, and except for passenger vehicles with government designations such as city inspectors, police, fire, etc.)
- has a chassis designed for commercial use, such as flatbed trucks, tow trucks, tractor-trailer rigs, box vans, panel vans, step vans, and the like
- carries equipment, tools, or materials, related to a business which are visible from outside the vehicle such as, but not limited to, ladders, pool supplies, plumbing equipment or materials, construction materials, landscape equipment or materials, etc.
- has dual axles
- has a liftgate
- has a plow attachment
- has a commercial license plate
- has ladder or other equipment racks

Handicap accessible and law enforcement vehicles are not considered commercial vehicles for purposes of these guidelines

GENERAL

25 MPH community speed limit.

Recreational vehicles shall not be left in driveways for more than 48 hours,  
(Covenants Article VI, Section 6.15)

No overnight parking of commercial vehicles is permitted

Campers and boats shall be stored according to the Covenants.

Vegetable Gardens must be located in the rear yard. (in back of the house)

Trash should not be placed on the curb prior to 6:00 p. m. the day before

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pickup.

Trash Containers shall be retrieved and stored out of sight from the street the day of the pickup.

Toys and bicycles should not be left in the front yard or in the street overnight.

**PARKING**

No street parking is allowed for resident vehicles.

Visitors and Guests may park on the street.

No vehicles may block the sidewalks or driveways.

Per Georgia Code, vehicles shall be stopped or parked with its right-hand wheels within 12 inches of the right-hand curb (the side of the road facing the direction of travel)

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**ACC APPROVAL APPLICATION**

Below is a partial list of modifications requiring ACC approval along with what documentation should be submitted with the request. The list may not be comprehensive. If in doubt, submit a request before proceeding with any modifications.

<p>Most Common Architectural Modifications and their requirements</p> <p><i>Please make sure that all required items are submitted with your ARC form or your request may be denied pending more information</i></p>	
Modification	Required Documentation
Basketball Goal	ARC form, pictures of Lot with placement of basketball goal indicated, picture of basketball goal that will be used with height and width indicated
Deck Modification	ARC form, pictures of current Lot and Deck, sketch or plans of completed project, dimensions of project, list of all materials to be used, color/stain of material, etc.
Driveway Extension	ARC form, pictures of current Lot and Driveway, sketch or plans of project when completed, type of material, color of material
Exterior Painting	ARC form, pictures of home, paint swatches/codes from paint vendor, indication of which color will be painted on different parts of the home (for example: exterior trim will be painted white, shutters and front door will be (insert color))
Fence	ARC form, survey of Lot or Plat of Lot with fence placement, types of material, type of fence, stain color
Firepit	ARC form, pictures of home at time of submission prior to fire pit being installed, sketch or plans of the projected completed project and type of materials to be used

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Flagpole	ARC form, pictures of home at time of submission with indication of where flagpole will be placed on home, picture of desired pole
Gazebo/Pergola	ARC form, pictures of Lot with placement of gazebo/ pergola indicated, types of materials, colors of materials, sketch or plans of projected completed project
Landscaping Modifications	ARC form, pictures of home at the time of submission, sketch or plans of the projected completed project, type of plants being used and an indications of where these plants will be in the yard
Mailbox	ARC form, picture of the desired mailbox
Patio	ARC form, pictures of home at time of submissions, sketch or plans of completed project, type of materials, stain color, other permanent fixtures, if included (example: fans, grills, cooktops, etc.
Play Equipment (including trampolines)	ARC form, pictures of Lot with placement of play equipment indicated, picture of play equipment that will be used.
Pool	ARC form, pictures of Lot with placement of pool indicated, types of material, colors of materials, sketch or plans of completed project, fence or enclosure information, if required.
Retaining Wall	ARC form, Plat map or survey of Lot with placement of wall indicated, list of materials, current picture of Lot where wall will be constructed, picture of what wall will look like once it is completed.
Roof Replacement	ARC form, type of roofing/shingle to be used, color of roofing

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Screened in Porch	ARC form, pictures of how at time of submission, sketch or plans of projected completed project, type of materials, color of materials, other permanent fixture if included (example: fans, grills, cooktops, etc.
Shed	ARC form, picture of shed, colors of shed, materials, pictures of Lot with placement of shed indicated
Sidewalk/Stepping Stones/Walkway	ARC Form, picture of home at the time of submission, sketch or plans of completed projected project, type of materials to be used, color of materials to be used.
Tree Removal	ARC form, picture of lot with indication of which tree(s) will be removed, city/county permits, if required
Window Replacement	ARC form, types of windows, pictures of windows being replaced.

*\*\*\*This information is accumulated across many associations. Just because an Architectural Request type is listed here, does not mean that this type is allowed in your community. Please be sure to review your community's design guidelines, standards, or covenants to see what is allowed in your community.*