



City of Holly Springs

Date: Monday, June 5, 2023

Location: 3235 Holly Springs Pkwy

City Council Work Session Agenda 7:00 p.m., Council Chambers

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

“Veterans of U.S. military services may proudly salute the flag while not in uniform based on a change in the governing law on 25 July 2007.”

III. INVOCATION

IV. SPECIAL PRESENTATIONS

A. Municipal Court Clerk Week Proclamation

V. PUBLIC COMMENTS

VI. UNFINISHED BUSINESS

A. Discuss **D-01-2023**, applicant requests deannexation of 1.71 +/- acres located off of 722 Peardon Court, Holly Springs, GA, tax parcel 120A of tax plat 15N20
Presented by: Nancy Moon, Community Development Director

VII. NEW BUSINESS

- A. Discuss an ordinance to amend the Code of the City of Holly Springs, Georgia; to Repeal Article I. – In General of Chapter 2 – Administration
Presented by: Robert H. Logan, City Manager
- B. Discuss a resolution of the City of Holly Springs Mayor and Council to appoint a member to the Cherokee County Development Authority for a four (4) year term
Presented by: Robert H. Logan, City Manager
- C. Discuss the declaration of covenants, conditions, restrictions, and easements for the City of Holly Springs Town Center Town Homes West
Presented by: Robert H. Logan, City Manager
- D. Discuss Vertical Earth change order #7b for additional site work in the Town Center on the former site of 411 Hickory Road
Presented by: Robert H. Logan, City Manager
- E. Discuss Vertical Earth change order #8 for the Cotton Barn concrete apron demo and haul off
Presented by: Robert H. Logan, City Manager
- F. Discuss the 2023-2024 Affiliate Main Streets Memorandum of Understanding between the Georgia Department of Community Affairs Office of Downtown Development and the City of Holly Springs, Georgia
Presented by: Erin Honea, Communications & External Affairs Director
- G. Discuss the Trademark Sublicense Agreement between the Georgia Department of Community Affairs and the City of Holly Springs, Georgia
Presented by: Erin Honea, Communications & External Affairs Director
- H. Discuss the job description for an Administrative/Probation Assistant for the City of Holly Springs, Georgia
Presented by: Karen Norred, City Clerk/Human Resources Director
- I. Discuss the Lighthouse Health and Wellness Virtual Engagement Plan for confidential wellness resources for the City of Holly Springs, Georgia
Presented by: Captain Casey Barton

VIII. ADJOURNMENT

City Council Special Called Meeting
Agenda
Immediately Following City Council Work Session, Council Chambers

I. CALL TO ORDER

II. NEW BUSINESS

- A. Approve/deny an ordinance to amend the Code of the City of Holly Springs, Georgia; to Repeal Article I. – In General of Chapter 2 – Administration
- B. Approve/deny a resolution of the City of Holly Springs Mayor and Council to appoint a member to the Cherokee County Development Authority for a four (4) year term
- C. Approve/deny the declaration of covenants, conditions, restrictions, and easements for the City of Holly Springs Town Center Town Homes West and the ratification of the Mayor's signature
- D. Approve/deny Vertical Earth change order #7b for additional site work in the Town Center on the former site of 411 Hickory Road, in an amount not to exceed \$2,043,027
- E. Approve/deny Vertical Earth change order #8 for the Cotton Barn concrete apron demo and haul off, in an amount not to exceed \$1,725 and the ratification of the City Manager's signature
- F. Approve/deny the 2023-2024 Affiliate Main Streets Memorandum of Understanding between the Georgia Department of Community Affairs office of Downtown Development and the City of Holly Springs, Georgia and authorizing the ratification of signatures
- G. Approve/deny the Trademark Sublicense Agreement between the Georgia Department of Community Affairs and the City of Holly Springs, Georgia and authorize the Communications & External Affairs Director to execute the document
- H. Approve/deny the job description for an Administrative/Probation Assistant for the City of Holly Springs, Georgia
- I. Approve/deny the Lighthouse Health and Wellness Virtual Engagement Plan for confidential wellness resources for the City of Holly Springs, Georgia in an amount not to exceed \$2,620

III. ADJOURNMENT



A PROCLAMATION MUNICIPAL COURT CLERKS WEEK

WHEREAS, Municipal Court Clerks play a significant role in ensuring that municipal courts preserve public safety and promote quality of life in the City of Holly Springs, Georgia, and local municipalities across the state;

WHEREAS, the procedures for the City of Holly Springs, Georgia Municipal Court operations are set forth by the Uniform Rules of Municipal Court and other laws of the State of Georgia;

WHEREAS, more people come in contact with Municipal Court Clerks than all other city services combined, and public impression of the City of Holly Springs, Georgia judicial system is largely dependent upon the public's experience in municipal court;

WHEREAS, Municipal Court Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all;

WHEREAS, the City of Holly Springs, Georgia Municipal Court is committed to the notion that our legal system is based on the principle that an independent, fair, and competent judiciary will interpret and apply the laws that govern us; Municipal Court Clerks act in a manner that promotes public confidence in the integrity and impartiality of the judiciary;

WHEREAS, it is most appropriate that we recognize the accomplishments and significant role the Municipal Court Clerks play in preserving the public confidence, integrity, and impartiality of the judiciary.

Now, therefore, I Steven W. Miller, Mayor of the City of Holly Springs, Georgia, do recognize the week of June 5-9, 2023, as Municipal Court Clerks Week and further extend appreciation to our Court Administrator, and Municipal Court Clerks for the vital services they perform and their exemplary dedication to the communities they represent and serve.

SO PROCLAMIED this ____ day of _____ 2023.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)



COUNCIL AGENDA REPORT

FROM: Nancy Moon

CC: City Clerk
Public Information

SUBJECT: **D-01-2023**, applicant requests deannexation of 1.71 +/- acres located off of Peardon Court, Holly Springs, GA, tax parcel 120A of tax plat 15N20

DATE: April 26, 2023

COUNCIL MEETING DATE: May 1, 2023

STAFF ANALYSIS

Applicants/Owners, Michael J. Griffith and Shannon Griffith, have requested that property located at 722 Peardon Court, parcel 120A of tax plat 15N20, be deannexed from the corporate boundaries of the City of Holly Springs. Per State of Georgia requirements, a copy of a resolution from Cherokee County consenting to the de-annexation has been attached.

The property is part of the planned development, Morgan's Run, and is zoned Traditional Neighborhood Development. The owner of this property, at that time, lived at this address and left his lot as a larger lot. The subdivision is completely built and this lot was sold after development in 2021. The applicant/current owner wishes to deannex from the City.

The Cherokee County Board of Commissioners heard this case on February 21, 2023 and voted unanimously to accept the property back into unincorporated County. They also placed a 60-day moratorium on the property, if the City approves the deannexation, to allow time to rezone the property to an appropriate zoning category. The County response letter and staff report are included within this packet.

Per [O.C.G.A. § 36-35-2](#), should this property be deannexed, it shall not be subject to annexation for a period of three years from the date of deannexation.

CONCURRENCES

N/A

FISCAL IMPACT

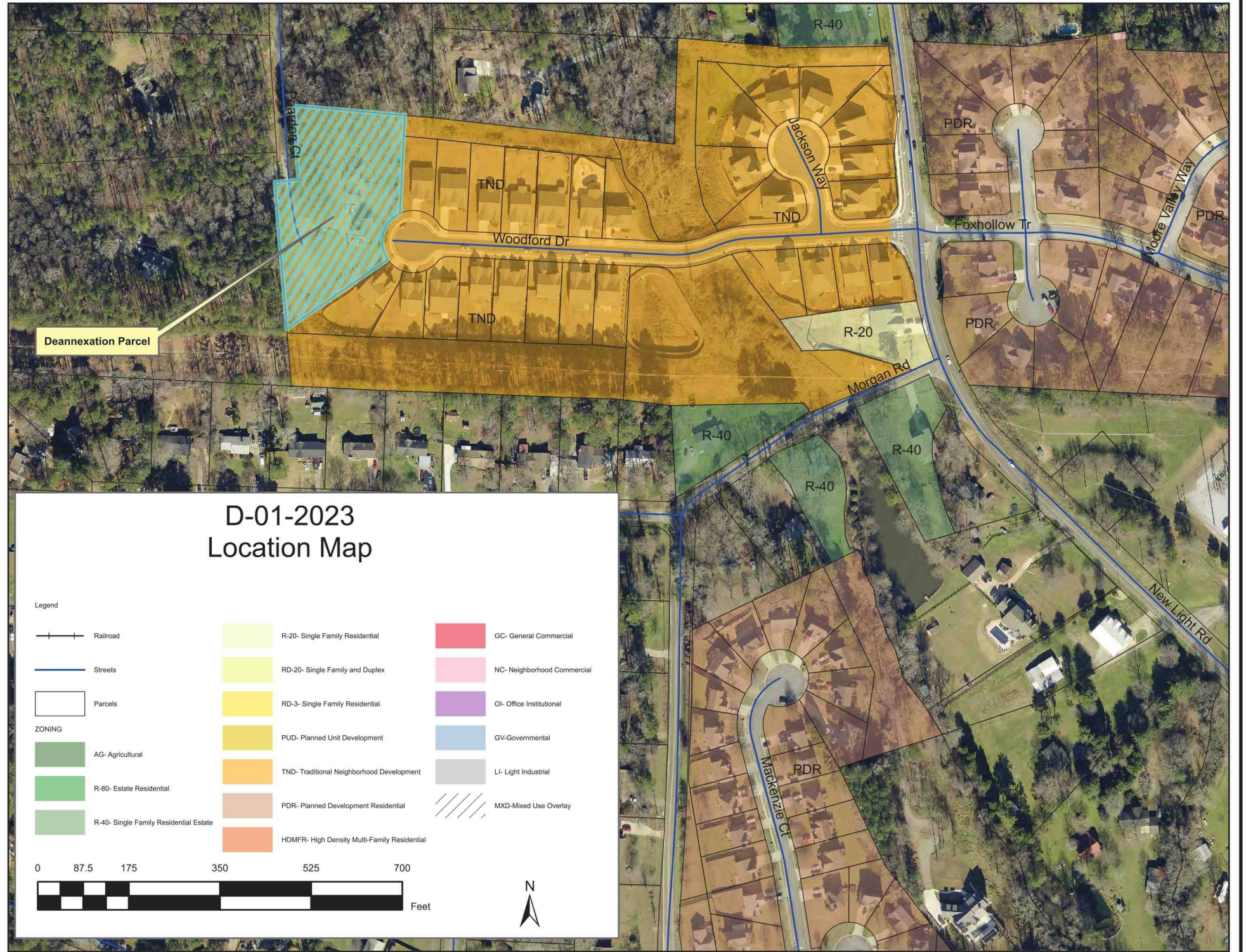
Loss of City Tax Revenue

ALTERNATIVES

Denial

ATTACHMENTS

Location Map Application
Deed County Resolution
Copy of City Tax Bill



D-01-2023 Location Map

Legend

—+—+— Railroad

— Streets

▭ Parcels

ZONING

AG- Agricultural

R-80- Estate Residential

R-40- Single Family Residential Estate

R-20- Single Family Residential

RD-20- Single Family and Duplex

RD-3- Single Family Residential

PUD- Planned Unit Development

TND- Traditional Neighborhood Development

PDR- Planned Development Residential

HDMFR- High Density Multi-Family Residential

GC- General Commercial

NC- Neighborhood Commercial

OI- Office Institutional

GV- Governmental

LI- Light Industrial

MXD- Mixed Use Overlay

0 87.5 175 350 525 700

Feet





**CITY OF HOLLY SPRINGS, GEORGIA
PETITION OF LANDOWNER REQUESTING DEANNEXATION**

The undersigned owners of the property described in Appendix A ***[attach a legal description or other identification of the property and label it Appendix A]*** hereby petition the City of Holly Springs, Georgia and request that said City deannex the described property from the city limits of said City.

Said owners certify that they are the owners of all of the land identified in Appendix A and that there are no other owners or co-owners of any such property ***[all owners sign below and attach a warranty deed or other conveyance of the property, verifying ownership and label it Appendix B]***.

Such owners further certify that the governing authority of Cherokee County has approved such deannexation. A certified copy of the resolution of said county approving deannexation is attached hereto as Appendix B ***[attach a certified copy of the County resolution approving deannexation and label it Appendix C]***.

Such owners further certify that the deannexation of the described property will not result in the creation of an unincorporated island in violation of Georgia law.

Owners:

Name: Michael J. Griffith
Address: 722 Peardon Court, Canton
Telephone: 678-334-9882
30115

Name: Shannon Griffith
Address: 722 Peardon Court, Canton
Telephone: 770-894-1547
30115

Name: _____

Name: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

(Add Additional Sheets, as Necessary)

Please submit to the City of Holly Springs Community Development Department, 3235 Holly Springs Parkway, Holly Springs, GA 30115; (770) 345-5533

Deannexation Fees

Total Acreage of Deannexation Area	Fee
0-5	\$500
6-50	\$1000
51+	\$2,500 plus \$10 per acre over 50

Filed: 07/11/2019 03:48 PM
Clerk File Number: 28-2019-000443
Rec: 58.00
Patty Baker, Clerk of Superior Court
Cherokee County, GA

FLING INFORMATION BOX

Plat
Recorded 7/11/2019 3:48 PM
Patty Baker
Clerk of Superior Court
Cherokee County, GA
Book 118 Page 2345
Participant IDs: 4546886099

WATER AND SEWER CERTIFICATE

CERTIFICATE OF CHEROKEE COUNTY WATER AND SEWAGE AUTHORITY PURSUANT TO ALL REQUIREMENTS OF THE CHEROKEE WATER AND SEWAGE AUTHORITY HAVING BEEN FULFILLED, THIS FINAL PLAT IS APPROVED FOR RECORDING.

SEE ORIGINAL SIGNATURES - PLAT BOOK 118 PAGE 1438.
CHEROKEE COUNTY WATER AND SEWAGE AUTHORITY

STATION	CHORD BEARING	CHORD DISTANCE	CHORD BEARING	CHORD DISTANCE
1	S85°00'37"E	142.84	S85°00'37"E	142.84
2	N85°20'51"E	1.0	N85°20'51"E	1.0
3	S85°00'37"E	142.84	S85°00'37"E	142.84
4	N85°20'51"E	1.0	N85°20'51"E	1.0
5	S85°00'37"E	142.84	S85°00'37"E	142.84
6	N85°20'51"E	1.0	N85°20'51"E	1.0
7	S85°00'37"E	142.84	S85°00'37"E	142.84
8	N85°20'51"E	1.0	N85°20'51"E	1.0
9	S85°00'37"E	142.84	S85°00'37"E	142.84
10	N85°20'51"E	1.0	N85°20'51"E	1.0
11	S85°00'37"E	142.84	S85°00'37"E	142.84
12	N85°20'51"E	1.0	N85°20'51"E	1.0
13	S85°00'37"E	142.84	S85°00'37"E	142.84
14	N85°20'51"E	1.0	N85°20'51"E	1.0
15	S85°00'37"E	142.84	S85°00'37"E	142.84
16	N85°20'51"E	1.0	N85°20'51"E	1.0
17	S85°00'37"E	142.84	S85°00'37"E	142.84
18	N85°20'51"E	1.0	N85°20'51"E	1.0
19	S85°00'37"E	142.84	S85°00'37"E	142.84
20	N85°20'51"E	1.0	N85°20'51"E	1.0
21	S85°00'37"E	142.84	S85°00'37"E	142.84
22	N85°20'51"E	1.0	N85°20'51"E	1.0
23	S85°00'37"E	142.84	S85°00'37"E	142.84
24	N85°20'51"E	1.0	N85°20'51"E	1.0
25	S85°00'37"E	142.84	S85°00'37"E	142.84
26	N85°20'51"E	1.0	N85°20'51"E	1.0
27	S85°00'37"E	142.84	S85°00'37"E	142.84
28	N85°20'51"E	1.0	N85°20'51"E	1.0
29	S85°00'37"E	142.84	S85°00'37"E	142.84
30	N85°20'51"E	1.0	N85°20'51"E	1.0
31	S85°00'37"E	142.84	S85°00'37"E	142.84
32	N85°20'51"E	1.0	N85°20'51"E	1.0
33	S85°00'37"E	142.84	S85°00'37"E	142.84
34	N85°20'51"E	1.0	N85°20'51"E	1.0
35	S85°00'37"E	142.84	S85°00'37"E	142.84
36	N85°20'51"E	1.0	N85°20'51"E	1.0
37	S85°00'37"E	142.84	S85°00'37"E	142.84
38	N85°20'51"E	1.0	N85°20'51"E	1.0
39	S85°00'37"E	142.84	S85°00'37"E	142.84
40	N85°20'51"E	1.0	N85°20'51"E	1.0
41	S85°00'37"E	142.84	S85°00'37"E	142.84
42	N85°20'51"E	1.0	N85°20'51"E	1.0
43	S85°00'37"E	142.84	S85°00'37"E	142.84
44	N85°20'51"E	1.0	N85°20'51"E	1.0
45	S85°00'37"E	142.84	S85°00'37"E	142.84
46	N85°20'51"E	1.0	N85°20'51"E	1.0
47	S85°00'37"E	142.84	S85°00'37"E	142.84
48	N85°20'51"E	1.0	N85°20'51"E	1.0
49	S85°00'37"E	142.84	S85°00'37"E	142.84
50	N85°20'51"E	1.0	N85°20'51"E	1.0
51	S85°00'37"E	142.84	S85°00'37"E	142.84
52	N85°20'51"E	1.0	N85°20'51"E	1.0
53	S85°00'37"E	142.84	S85°00'37"E	142.84
54	N85°20'51"E	1.0	N85°20'51"E	1.0
55	S85°00'37"E	142.84	S85°00'37"E	142.84
56	N85°20'51"E	1.0	N85°20'51"E	1.0
57	S85°00'37"E	142.84	S85°00'37"E	142.84
58	N85°20'51"E	1.0	N85°20'51"E	1.0
59	S85°00'37"E	142.84	S85°00'37"E	142.84
60	N85°20'51"E	1.0	N85°20'51"E	1.0
61	S85°00'37"E	142.84	S85°00'37"E	142.84
62	N85°20'51"E	1.0	N85°20'51"E	1.0
63	S85°00'37"E	142.84	S85°00'37"E	142.84
64	N85°20'51"E	1.0	N85°20'51"E	1.0
65	S85°00'37"E	142.84	S85°00'37"E	142.84
66	N85°20'51"E	1.0	N85°20'51"E	1.0
67	S85°00'37"E	142.84	S85°00'37"E	142.84
68	N85°20'51"E	1.0	N85°20'51"E	1.0
69	S85°00'37"E	142.84	S85°00'37"E	142.84
70	N85°20'51"E	1.0	N85°20'51"E	1.0
71	S85°00'37"E	142.84	S85°00'37"E	142.84
72	N85°20'51"E	1.0	N85°20'51"E	1.0
73	S85°00'37"E	142.84	S85°00'37"E	142.84
74	N85°20'51"E	1.0	N85°20'51"E	1.0
75	S85°00'37"E	142.84	S85°00'37"E	142.84
76	N85°20'51"E	1.0	N85°20'51"E	1.0
77	S85°00'37"E	142.84	S85°00'37"E	142.84
78	N85°20'51"E	1.0	N85°20'51"E	1.0
79	S85°00'37"E	142.84	S85°00'37"E	142.84
80	N85°20'51"E	1.0	N85°20'51"E	1.0
81	S85°00'37"E	142.84	S85°00'37"E	142.84
82	N85°20'51"E	1.0	N85°20'51"E	1.0
83	S85°00'37"E	142.84	S85°00'37"E	142.84
84	N85°20'51"E	1.0	N85°20'51"E	1.0
85	S85°00'37"E	142.84	S85°00'37"E	142.84
86	N85°20'51"E	1.0	N85°20'51"E	1.0
87	S85°00'37"E	142.84	S85°00'37"E	142.84
88	N85°20'51"E	1.0	N85°20'51"E	1.0
89	S85°00'37"E	142.84	S85°00'37"E	142.84
90	N85°20'51"E	1.0	N85°20'51"E	1.0
91	S85°00'37"E	142.84	S85°00'37"E	142.84
92	N85°20'51"E	1.0	N85°20'51"E	1.0
93	S85°00'37"E	142.84	S85°00'37"E	142.84
94	N85°20'51"E	1.0	N85°20'51"E	1.0
95	S85°00'37"E	142.84	S85°00'37"E	142.84
96	N85°20'51"E	1.0	N85°20'51"E	1.0
97	S85°00'37"E	142.84	S85°00'37"E	142.84
98	N85°20'51"E	1.0	N85°20'51"E	1.0
99	S85°00'37"E	142.84	S85°00'37"E	142.84
100	N85°20'51"E	1.0	N85°20'51"E	1.0

SITE NOTE

THE LOWEST FINISHED FLOOR ELEVATIONS (INCLUDING UNFINISHED BASEMENTS) FOR LOTS UPSTREAM OF THE CULVERT ROAD CROSSING SHALL BE NO LESS THAN ONE FOOT ABOVE THE LOW POINT IN THE ROAD.

LEGEND & ABBREVIATIONS

— FENCE	TRANSFORMER BOX (TR)
— STORM SEWER EASEMENT	FLAG POLE (FP)
— SANITARY SEWER	CALCULATED POINT
— SANITARY SEWER SERVICE	FIRE HYDRANT (FH)
— WATER LINE	WATER VALVE (WV)
— GAS LINE	WATER METER (WM)
— UNDERGROUND POWER LINE	LIGHT POLE (LP)
— OVERHEAD POWER LINE	GAS METER (GM)
— TELEPHONE LINE	GAS VALVE (GV)
— FIBER OPTIC	HEAD WALL (HW)
— CABLE TELEVISION	CURB AND GUTTER (C&G)
— TOPOGRAPHIC CONTOUR	SPOT ELEVATION
— PROPERTY LINE	ELECTRIC METER (EM)
— CATCH BASIN (CWB)	POWER POLE (PP)
— CATCH BASIN (SWB)	STON
— DROP INLET (DI)	BM BENCHMARK
— JUNCTION BOX (JB)	CLEANOUT (CO)
— 55 MPH/60 MPH	

FINAL PLAT SHEET 1

N/T
TOMMY BRUCE
DB: 2019, PG: 2345
PIN: 15-0267-0014

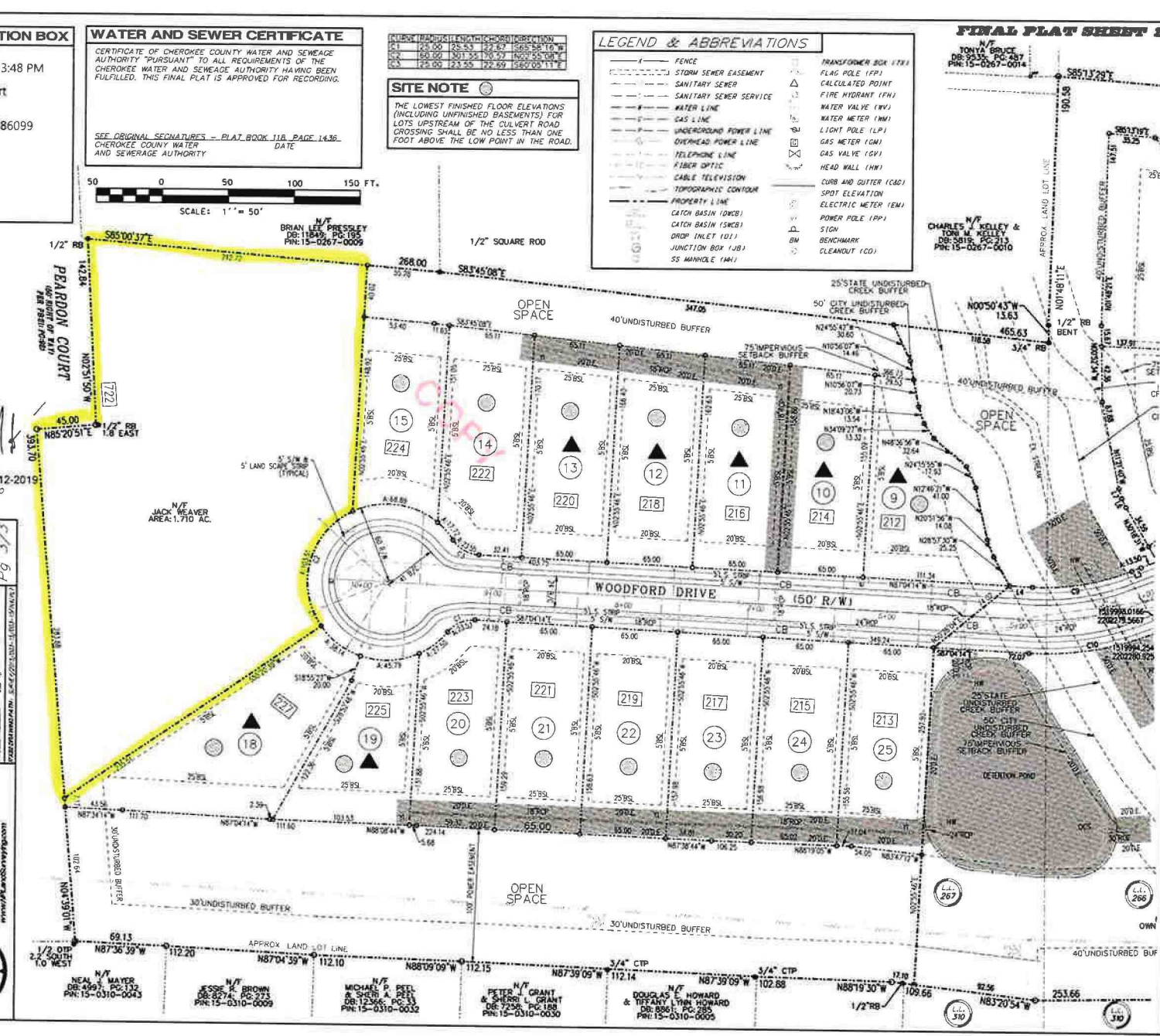
N/T
CHARLES A. KELLEY &
TOM W. KELLEY
DB: 2019, PG: 2345
PIN: 15-0267-0010



NOTE: ALL PROPERTY CORNERS ARE TO 1/2" REBAR WITH CAP UNLESS OTHERWISE NOTED.

FINAL PLAT
FOR
MORGAN'S RUN S/D
PHASE 2
LOCATED IN L.L.'S 266, 267, & 311
15th DISTRICT, 2nd SECTION
CITY OF HOLLY SPRINGS
CHEROKEE COUNTY, GA

NORTHPOINT
LAND SURVEYING
801 WINTHROP DRIVE
KODAK, GA 30143
PHONE: (770) 536-5889
WWW.NORTHPOINTLANDSURVEYING.COM





DEED BOOK:14677 PG:1682 Filed: 07/23/2021 01:32 PM Clerk File Number: 28-2021-040523

Rec: \$25.00 TRANSFER TAX \$400.00

Patty Baker, Clerk of Superior Court - Cherokee County, GA

ParticipantIDs: 1156462359 SubmitterID: 0466245412

Return Recorded Document to:

SELLERS & WARREN, P.C.

ATTORNEYS AT LAW

115 Woodland Way

Canton, GA 30114

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF CHEROKEE

File #: **C215943**

THIS INDENTURE made this **23rd** day of **July, 2021**, between **JACK E. WEAVER**, of the County of **CHEROKEE**, State of **Georgia**, as party or parties of the first part, hereinunder called Grantor, and **MICHAEL J. GRIFFITH and SHANNON GRIFFITH**, as **joint tenants with right of survivorship and not as tenants in common**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of **TEN AND NO/100 DOLLARS (\$10.00)** and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

This Deed is given subject to all easements and restrictions of record.

TO HAVE AND TO HOLD the said tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee, forever in **FEE SIMPLE**.

AND THE SAID party of the first part, for its heirs, executors and administrators, will warrant and forever defend the right and title to the above described property, unto the said party of the second part, its heirs, successors and/or assigns, against the claims of all persons owning, holding or claiming by, through or under the said party of the first part.

DEED BOOK:14677 PG:1683 Filed: 07/23/2021 01:32 PM Clerk File Number: 28-2021-040523

Rec: \$25.00 TRANSFER TAX \$400.00

Patty Baker, Clerk of Superior Court - Cherokee County, GA

ParticipantIDs: 1156462359 SubmitterID: 0466245412

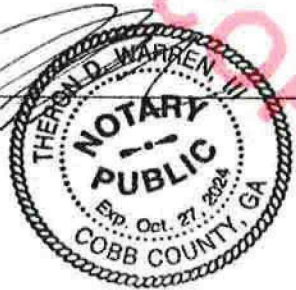
IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal this day and year first above written.

Signed, sealed and delivered in the presence of:


Witness

 (Seal)
JACK E. WEAVER


Notary Public



DEED BOOK:14677 PG:1684 Filed: 07/23/2021 01:32 PM Clerk File Number: 28-2021-040523

Rec: \$25.00 TRANSFER TAX \$400.00

Patty Baker, Clerk of Superior Court - Cherokee County, GA

ParticipantIDs: 1156462359 SubmitterID: 0466245412

EXHIBIT "A"

ALL TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 267 OF THE 15TH DISTRICT, 2ND SECTION, CITY OF HOLLY SPRINGS, CHEROKEE COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT A POINT LOCATED AT THE SOUTHEAST TERMINUS OF PEARDON COURT (50 FOOT RIGHT OF WAY) (SAID POINT BEING LOCATED 1.8 FEET WEST OF A POINT MARKED BY A ½ INCH REBAR FOUND) FROM SAID POINT OF BEGINNING, RUNNING THENCE NORTH 02 DEGREES 51 MINUTES 50 SECONDS WEST (AND ALONG THE EAST RIGHT OF WAY LINE OF PEARDON COURT) 142.84 FEET TO A POINT MARKED BY A ½ INCH REBAR; RUNNING THENCE SOUTH 85 DEGREES 00 MINUTES 37 SECONDS EAST 212.72 FEET TO A POINT AND CORNER; RUNNING THENCE SOUTH 02 DEGREES 55 MINUTES 46 SECONDS WEST 40.02 FEET TO A POINT; RUNNING THENCE SOUTH 02 DEGREES 55 MINUTES 46 SECONDS WEST (AND ALONG THE WEST LINE OF LOT 15, MORGAN'S RUN SUBDIVISION PHASE 2) 148.92 FEET TO A POINT LOCATED ON THE NORTHERLY RIGHT OF WAY LINE OF THE CUL-DE-SAC OF WOODFORD DRIVE (50 FOOT RIGHT OF WAY); RUNNING THENCE SOUTHWESTERLY, THENCE SOUTHERLY, THENCE SOUTHEASTERLY (AND ALONG THE RIGHT OF WAY LINE OF THE CUL-DE-SAC OF WOODFORD DRIVE) A DISTANCE OF 103.51 FEET TO A POINT LOCATED AT THE NORTHWEST CORNER OF LOT 18 MORGAN'S RUN SUBDIVISION PHASE 2; RUNNING THENCE SOUTH 55 DEGREES 20 MINUTES 39 SECONDS WEST (AND ALONG THE WEST LINE OF SAID LOT 18) 235.51 FEET TO A POINT AND CORNER; RUNNING THENCE NORTH 04 DEGREES 39 MINUTES 01 SECONDS WEST 283.88 FEET TO A POINT LOCATED AT THE SOUTHWEST TERMINUS OF PEARDON COURT; RUNNING THENCE NORTH 85 DEGREES 20 MINUTES 51 SECONDS EAST (AND ALONG THE TERMINUS OF PEARDON COURT) A DISTANCE OF 45 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT OR PARCEL OF LAND IS MORE PARTICULARLY SHOWN AS A 1.710 ACRE TRACT ON, AND DELINEATED ACCORDING TO, THAT CERTAIN PLAT OF SURVEY TITLED "FINAL PLAT FOR MORGAN'S RUN S/D PHASE 2" DATED MARCH 28, 2018, REVISED JANUARY 27, 2019 BY NORTH POINT LAND SURVEYING, BEARING THE SEAL OF RYAN M. SCHULDI, GEORGIA REGISTERED LAND SURVEYOR NO. 3219, WHICH SAID PLAT OF SURVEY IS RECORDED AT PLAT BOOK 118, PAGE 2345, CHEROKEE COUNTY, GEORGIA DEED RECORDS AND WHICH SAID PLAT IS INCORPORATED HEREIN BY THIS REFERENCE THERETO FOR A MORE COMPLETE DESCRIPTION OF THE COURSES AND DISTANCES, METES AND BOUNDS OF THE LAND DESCRIBED HEREIN.

✓

PT-61 (Rev. 2/18)

To be filed in **CHEROKEE COUNTY**

PT-61 028-2021-009856

SECTION A - SELLER'S INFORMATION (Do not use agent's information)				SECTION C - TAX COMPUTATION	
SELLER'S LAST NAME Weaver	FIRST NAME Jack	MIDDLE E.	Exempt Code If no exempt code enter NONE		NONE
MAILING ADDRESS (STREET & NUMBER) 722 Peardon Ct.			1. Actual Value of consideration received by seller Complete Line 1A if actual value unknown		\$400,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Canton, GA 30115 USA		DATE OF SALE 7/23/2021	1A. Estimated fair market value of Real and Personal property		\$0.00
SECTION B - BUYER'S INFORMATION (Do not use agent's information)			2. Fair market value of Personal Property only		\$0.00
BUYER'S LAST NAME Griffith	FIRST NAME Michael	MIDDLE J.	3. Amount of liens and encumbrances not removed by transfer		\$0.00
MAILING ADDRESS (Must use buyer's address for tax billing & notice purposes) 722 Peardon Ct.			4. Net Taxable Value (Line 1 or 1A less Lines 2 and 3)		\$400,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Canton, GA 30115 USA		Check Buyers Intended Use () Residential () Commercial () Agricultural () Industrial	5. TAX DUE at .10 per \$100 or fraction thereof (Minimum \$1.00)		\$400.00
SECTION D - PROPERTY INFORMATION (Location of Property (Street, Route, Hwy, etc))					
HOUSE NUMBER & EXTENSION (ex 285A) 722		PRE-DIRECTION, STREET NAME AND TYPE, POST DIRECTION Peardon Court			SUITE NUMBER
COUNTY CHEROKEE		CITY (IF APPLICABLE) Holly Springs	MAP & PARCEL NUMBER 15N20 120A		ACCOUNT NUMBER
TAX DISTRICT	GMD	LAND DISTRICT 15th	ACRES 1.71	LAND LOT 267	SUB LOT & BLOCK
SECTION E - RECORDING INFORMATION (Official Use Only)					
DATE	DEED BOOK	DEED PAGE		PLAT BOOK	PLAT PAGE

ADDITIONAL BUYERS

Griffith, Shannon

CITY OF HOLLY SPRINGS

PO BOX 990
 HOLLY SPRINGS, GA 30142-0990
 (770)345-5536



2022 PROPERTY TAX

PROPERTY INFORMATION

MAP/PARCEL/LOT: 15N20- 120 A
 OWNER NAME: GRIFFITH MICHAEL J &
 LOCATION: 722 PEARDON CT
 BILLING DATE: 04/24/23
 DUE DATE: 12/20/22
 LEGAL DESCRIPTION: LOT 16 MORGANS RUN PH 2

AMOUNT DUE

LAST PAYMENT: DATE: 12/06/22 AMOUNT: 1,342.96
 PRIOR BALANCE: 1,342.96-
 CURRENT CHARGES: 1,342.96
 PENALTY: 0.00
 TOTAL DUE: 0.00

PROPERTY VALUE ASSESSMENTS

FAIR MARKET LAND VALUE: 51,000
 FAIR MARKET IMPROVEMENT VALUE: 423,343
 LAND VALUE: 20,400
 IMPROVEMENT VALUE: 169,337
 CITY TAX NET VALUE: 189,737
 FIRE TAX NET VALUE: 189,737

EXEMPTIONS

CURRENT CHARGES DETAIL

DESCRIPTION	UNITS	RATE	AMOUNT
Real Prop City Tax	1.00	3.841000	728.78
Real Prop Fire Tax	1.00	2.984000	566.18
Stormwater Utility	1.00	48.000000	48.00

SPECIAL MESSAGE

If you have sold this property, forward the bill to the new owner and fax a copy of the settlement statement to 770-345-0209. If you have an escrow, forward the tax bill to your mortgage company as soon as possible.

Pursuant to state law (O.C.G.A. 48-2-40) interest will be added to this bill monthly if the balance is not paid by the due date. Pursuant to state law (O.C.G.A. 48-2-44) penalties will also be added to the unpaid balance beginning 120 days after the due date.

Please see our website, www.hollyspringsga.us, regarding senior exemption qualifications. Questions regarding county exemptions, assessments or the fair market value of your property should be directed to the Cherokee County Assessor's office at 678-493-6120.

PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION ALONG WITH YOUR PAYMENT

ACCOUNT INFORMATION

MAP/PARCEL/LOT: 15N20- 120 A ACCOUNT ID: 2863
 LOCATION: 722 PEARDON CT
 TAX YEAR: 2022

AMOUNT DUE

CURRENT DUE: 0.00
 PENALTY: 0.00
 TOTAL DUE: 0.00



AMOUNT ENCLOSED

MAKE CHECKS PAYABLE TO:

GRIFFITH MICHAEL J &
 GRIFFITH SHANNON
 722 PEARDON CT
 CANTON, GA 30115

CITY OF HOLLY SPRINGS
 PO BOX 990
 HOLLY SPRINGS, GA 30142-0990

**STATE OF GEORGIA
COUNTY OF CHEROKEE**

RESOLUTION NO. 2023-R-025

**A RESOLUTION OF THE CHEROKEE COUNTY BOARD OF COMMISSIONERS TO
AUTHORIZE A DEANNEXATION OF PROPERTY WITHIN THE BOUNDARIES OF
THE CITY OF HOLLY SPRINGS LOCATED AT 722 PEARDON COURT, CANTON,
GEORGIA 30115; AND FOR OTHER PURPOSES.**

WHEREAS, the Constitution of the State of Georgia, approved by the voters of the State in November of 1982, and effective July 1, 1983, provides in Article IX, Section II, Paragraph I thereof, that the governing authority of the County may adopt clearly reasonable ordinances, resolutions, and regulations; and

WHEREAS, pursuant to O.C.G.A. § 36-36-22, municipalities have the authority to deannex land within the existing corporate limits thereof upon the following:

- 1) the written and signed application of all the owners of the land in question; and
- 2) the adoption of a resolution by the governing authority of the county in which such property is located consenting to such deannexation; and

WHEREAS, the owners of real property located at 722 Peardon Court, Canton, Georgia 30115 and known in the records of the Cherokee County Tax Assessor as parcel 15N20120A (hereinafter "Property"), desire to have said Property deannexed from the City of Holly Springs and have said Property become part of unincorporated Cherokee County, Georgia; and

WHEREAS, the owners of said property have made a request to the Board of Commissioners of Cherokee County, Georgia for consent to the proposed deannexation of said Property; and

WHEREAS, the Board of Commissioners hereby finds that the public health, safety, and welfare will be served by the deannexation of said Property.

[this portion intentionally left blank]

NOW, THEREFORE, BE IT RESOLVED THAT the Cherokee County Board of Commissioners, and it is hereby so resolved by the authority of the same, that the Cherokee County Board of Commissioners hereby consents to the proposed deannexation of 722 Peardon Court, Canton, Georgia 30115 from the corporate boundaries of the City of Holly Springs, and hereby directs the County Clerk to provide a certified copy of this resolution to the owners of the Property and to the appropriate officials for the City of Holly Springs.

SO RESOLVED, APPROVED, AND ADOPTED this 21st day of February, 2023.

By:


HARRY B. JOHNSTON, Chairman

Attest:


CHRISTY BLACK, County Clerk





PLANNING AND ZONING

February 24, 2023

Michael and Shannon Griffith
722 Peardon Court
Canton, GA 30115

RE: 722 Peardon Court De-annexation Request

Dear Mr. and Ms. Griffith,

The de-annexation application for 722 Peardon Court was on the agenda of the regular meeting of the Cherokee County Board of Commissioners on February 21, 2023. The case involves a 1.71 +/- acre parcel (15N20 120A). The property is currently zoned TND within the City of Holly Springs and is a single-family residence. On February 21, 2023, the Board of Commissioners voted unanimously to accept the de-annexation back into the County.

Additionally, the Board of Commissioner approved a vote that contingent upon the City's approval, a 60-day moratorium is placed on the property while it is being rezoned to the recommended R-40 County zoning.

Feel free to contact to me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Turner", is written over a horizontal line.

Kevin Turner, AICP
Deputy Director

STAFF REVIEW & ANALYSIS OF DEANNEXATION REQUEST

Final 2/10/2023

City	Holly Springs
Case Number D-01-2023	Applicant: Michael and Shannon Griffith
Receipt of Deannexation Application	2/6/2023
Application Deemed Complete	2/6/2023
Next Board of Commissioners Meeting	2/21/2023

	Yes	No
Is the property to be deannexed contiguous to county jurisdictional boundary?	X	
Holly Springs Future Development Map Designation	Suburban Living	
Surrounding / Contiguous City Future Development Map	Suburban Neighborhood	
Surrounding County Future Development Map	Suburban Living	
Does this annexation create an "island" of incorporated land?		X
Existing Holly Springs Zoning	TND	
Recommended County Zoning	R-60	

Comments:

The applicant wishes to deannex from the City of Holly Springs back to unincorporated Cherokee County. The deannexation property is at 722 Peardon Court, (15N20 120A) and consists of 1.71 +/- acres.

It is surrounded on two sides by Holly Springs properties zoned TND and unincorporated County properties to the west and north that are zoned R-40. Based on the current use of the property (residential) and the surrounding uses, the County recommends a zoning designation of R-40.

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF HOLLY SPRINGS, GEORGIA, AS AMENDED; TO REPEAL ARTICLE I. – IN GENERAL OF CHAPTER 2 – ADMINISTRATION

The Council of the City of Holly Springs hereby ordains that:

Section 1. That Article I. – In General of Chapter 2 – Administration of the Code of the City of Holly Springs, Georgia, as amended, is hereby repealed in its entirety.

Section 3. If any Section, sub-section, sentence, clause, phrase or any portion of this Ordinance be declared invalid or unconstitutional by any court or competent jurisdiction or if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid. It is hereby declared to be the intent of the City Council to provide for separable and divisible parts and he does hereby adopt any and all parts hereof as may not be held invalid for any reason.

Section 4. This Ordinance shall become effective immediately upon approval by the Mayor and Council.

SO ORDAINED, this _____ day of June, 2023.

CITY OF HOLLY SPRINGS, GEORGIA

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

**A RESOLUTION OF THE CITY OF HOLLY SPRINGS
MAYOR AND COUNCIL TO APPOINT A MEMBER TO THE
CHEROKEE COUNTY DEVELOPMENT AUTHORITY;
AND FOR OTHER PURPOSES**

WHEREAS, the Cherokee Office of Economic Development (COED) exists to promote economic development in Cherokee County by aiding in the expansion of existing industry and through the attraction of new investment and quality employment opportunities; and

WHEREAS, the community focuses on economic development to create economic opportunity for all citizens, i.e. jobs; stimulate business investment; diversify the public revenue base; and

WHEREAS, the COED aids in economic growth by working with existing industries to expand as well as by recruiting additional businesses to the community; and

WHEREAS, COED and the Cherokee County Chamber of Commerce hold regional meetings around Cherokee County to stay in constant communication with existing businesses in order to serve as a facilitators and community liaisons for their business needs; and

WHEREAS, Cherokee Office of Economic Development is overseen by the Cherokee County Development Authority that is composed of seven members; and

WHEREAS, the term of the appointment shall be for four (4) years; and

WHEREAS, the following board member has agreed to be appointed to the Cherokee County Development Authority:

Member	Board/Commission	Term Expiration
Steven W. Miller	Cherokee County Development Authority	December 31, 2025

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council that City of Holly Springs appoint the aforementioned Cherokee County Development Authority member.

SO RESOLVED THIS 5th DAY OF JUNE, 2023.

Steven W. Miller, Mayor

Attest:

Karen Norred, City Clerk
(Seal)

After Recording Return To:
Lueder, Larkin & Hunter, LLC
5900 Windward Parkway, Suite 390
Alpharetta, Georgia 30005
Attn: Brendan R. Hunter

STATE OF GEORGIA

COUNTY OF CHEROKEE

DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS,
AND EASEMENTS FOR COHSTC TOWN HOMES WEST



LUEDER, LARKIN & HUNTER, LLC
ATTORNEYS AT LAW

5900 Windward Parkway, Suite 390
Alpharetta, Georgia 30005
770-685-7000
www.luederlaw.com

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LIST OF EXHIBITS

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- EXHIBIT "B" - ADDITIONAL PROPERTY
- EXHIBIT "C" - BYLAWS

DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS

AND EASEMENTS FOR COHSTC TOWN HOMES WEST

THIS DECLARATION is made on the date first set below by STONECREST HOMES GA, LLC, a Georgia limited liability company (hereafter referred to as the "Declarant").

W I T N E S S E T H

WHEREAS, Declarant is the owner of, or has the consent of the owner of, the real property described in Exhibit "A" attached hereto;

WHEREAS, Declarant intends to subject the real property described in Exhibit "A" attached hereto to the provisions of this Declaration to create a residential community and to provide for subjecting and annexing additional real property to the provisions of this Declaration; and

NOW, THEREFORE, Declarant hereby declares that the real property described in Exhibit "A" attached hereto is subjected to the provisions of this Declaration and shall be held, sold, transferred, conveyed, used, occupied, mortgaged, and otherwise encumbered subject to the covenants, conditions, restrictions, easements, assessments, and liens set forth herein, which shall run with the title to the real property subjected to this Declaration. This Declaration shall be binding upon all parties having any right, title, or interest in any part of the property subjected hereto, including their heirs, successors, successors-in-title, and assigns, and shall inure to the benefit of each owner of any portion of such property.

ARTICLE I. DEFINITIONS

1.1. Additional Property means the property described in Exhibit "B" attached hereto, which is incorporated herein by this reference.

1.2. Association means COHSTC Town Homes West Community Association, Inc., a Georgia nonprofit corporation, its successors or assigns.

1.3. Board or Board of Directors means the elected body responsible for the management and operation of the Association.

1.4. Builder means any Person which purchases one or more Lots for the purpose of constructing a dwelling thereon for later sale to consumers in the ordinary course of such Person's business and is designated in writing by Declarant as a Builder. Declarant shall have the unilateral right, in its sole discretion, to revoke such designation at any time and from time to time.

1.5. Bylaws mean the Bylaws of COHSTC Town Homes West Community Association, Inc., attached to this Declaration as Exhibit “C” and incorporated herein by this reference.

1.6. Common Property means any and all real and personal property and easements and other interests therein, together with the facilities and improvements located thereon, now or hereafter owned by the Association for the common use and enjoyment of the Owners, or land adjacent thereto which is intended for the common use and enjoyment of the Owners, including without limitation:

- a. any park, open space, mail kiosk, and subdivision entrance area and monuments; and
- b. any parking space in the Community that has not been designated to the use of a specific Lot or Owner (until such time as accepted by a municipality or other government agency).

1.7. Community or COHSTC Town Homes West means all property subjected and annexed to this Declaration.

1.8. Community-Wide Standard means the standard of conduct, maintenance, or other activity generally prevailing in the Community. Such standard may be more specifically determined by the Board.

1.9. Declarant means Stonecrest Homes GA, LLC, a Georgia limited liability company, its successors or assigns; provided, however, any such successor or assign must be designated as the Declarant in a recorded document executed by the then current Declarant and filed in the Cherokee County, Georgia land records.

1.10. Declaration means this Declaration of Covenants, Conditions, Restrictions, and Easements for COHSTC Town Homes West.

1.11. Effective Date of this Declaration means the date that this Declaration of Covenants, Conditions, Restrictions, and Easements for COHSTC Town Homes West is recorded in the Cherokee County, Georgia land records.

1.12. Eligible Mortgage Holder means a holder of a first mortgage secured by a Lot who has requested notice of certain items under Article XVI of this Declaration.

1.13. Limited Common Property means any portion of the Common Property allocated for the exclusive use of one or more, but fewer than all, of the Town Homes or Lots. Additionally,

any chute, flue, duct, wire, water line, sewer line, conduit, bearing wall, bearing column, fence, driveway, walkway, steps, stoop, front walk, balcony, deck, patio, courtyard, air conditioning unit, doorstep, and utility box or other fixture or improvement located on the Common Property which serves only one Lot or Town Home, shall be a Limited Common Property allocated solely to that Lot, and any portions serving more than one Lot or Town Home, but less than all of the Lots or Town Homes, shall be Limited Common Property allocated proportionately to the Lots or Town Homes served. The Board from time to time by resolution may designate other fixtures and improvements as Limited Common Property.

1.14. Lot means a portion of the Community intended for ownership and use as a single-family dwelling site and as shown on the plats for the Community recorded in the Cherokee County, Georgia land records.

1.15. Mortgage means any mortgage, deed to secure debt, deed of trust, or other transfer or conveyance for the purpose of securing the performance of an obligation against a Lot.

1.16. Mortgagee or Mortgage Holder means the holder of any Mortgage.

1.17. Occupant means any Person occupying a Lot for any period of time, regardless of whether such Person is a tenant or the Owner of such property.

1.18. Owner means the record title holder of a Lot, whether one or more Persons, but shall not include a Mortgage Holder.

1.19. Party Wall means any wall built as part of the original construction of two or more Town Homes that is placed on the dividing line or platted lot line between such Lots of such Town Homes.

1.20. Person means any individual, corporation, firm, association, partnership, trust, or other legal entity.

1.21. Supplemental Declaration means an instrument recorded pursuant to Article III, Section 3.1 of this Declaration to annex and subject all or a portion of the Additional Property to the Declaration.

1.22. Town Home means the one single-family dwelling constructed or to be constructed on a Lot.

ARTICLE II. PROPERTY SUBJECT TO DECLARATION

2.1. Location and Description. The property subject to this Declaration is located in Land Lots 306 and 343 of the 15th District, 2nd Section, City of Holly Springs, Cherokee County,

Georgia and being more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference.

2.2. Additional Property. All or a portion of the Additional Property may be annexed and subjected to this Declaration as set forth in Article III, Section 3.1 hereof.

ARTICLE III. DECLARANT RIGHTS

In addition to any other rights of the Declarant set forth in the Declaration or Bylaws, the Declarant reserves the rights included within this Article.

3.1. Annexation of Additional Property. Until all of the Additional Property described on Exhibit "B" has been annexed and subjected to this Declaration or twenty (20) years from the recording of this Declaration, whichever is first to occur, the Declarant may from time to time unilaterally subject to the provisions of this Declaration all or any portion of the real property described in Exhibit "B." Such annexation shall be accomplished by recording a Supplemental Declaration describing the property to be annexed. Such Supplemental Declaration shall not require the consent of the Lot Owners but shall require the consent of the owner of the property to be annexed, if other than Declarant. Any such annexation shall be effective upon the filing for record of such Supplemental Declaration unless otherwise provided therein. Nothing in this Declaration shall be construed to require the Declarant to acquire, annex, or develop any of the property described in Exhibit "B."

3.2. Construction, Marketing and Sales. Declarant and any Builder authorized by the Declarant may maintain and carry on without fee or charge upon the Common Property or any Lot owned by the Declarant such activities as, in the sole discretion of the Declarant, may be reasonably required, convenient, or incidental to the construction or improvement of the Lots or Common Property and the sale of the Lots, including, but not limited to, business offices, signs, model homes, construction trailers, and sales offices. In addition, if reasonably required, the Declarant and Builders may park vehicles in areas other than driveways or garages.

3.3. Board of Directors. The Declarant shall have the right to appoint and remove directors and officers of the Association until the earlier of the following to occur: (a) sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use; or (b) the voluntary surrender by Declarant, in writing, of the authority to appoint and remove the Association's directors and officers. In the event the Declarant voluntarily surrenders the authority to appoint and remove the Association's directors and officers, the Declarant shall thereafter retain the right to veto any action of the Board of Directors until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the

Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use.

3.4. Amendments. Until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use, any amendment to the Declaration or Bylaws must be approved in writing by the Declarant prior to becoming effective; and during such time, Declarant shall have the unilateral right to amend the Declaration from time to time without the approval of the Association members.

3.5. Right to Notice of Claims. No Person shall retain an expert for the purpose of inspecting the design or construction of any dwelling, structure, or improvement in the Community in connection with or in anticipation of any potential or pending claim, demand, or litigation involving such design or construction unless Declarant has been first notified in writing and given an opportunity to meet with the Owner of the property to discuss the Owner's concerns and conduct its own inspection. Declarant reserves the right for itself and others it may designate to inspect, monitor, test, redesign, and correct any structure, improvement, or condition which may exist on any portion of the Community, including the Lots and Common Property, and a perpetual easement of access though the Community for such purposes. No entry into a dwelling shall be permitted without the expressed consent of the Owner. Any Person exercising this right shall promptly repair, at such Person's expense, any damage resulting from the exercise thereof.

3.6. Assignment and Termination of Declarant Rights. Any and all special rights and obligations of Declarant set forth in this Declaration or the Bylaws may be transferred or assigned in whole or in part to any other Person, provided the transfer shall not reduce an obligation or enlarge a right beyond that which Declarant has under this Declaration or the Bylaws. No such transfer or assignment shall be effective unless it is in a written instrument signed by the then Declarant and duly recorded in the Cherokee County, Georgia land records. Any and all rights and obligations of Declarant set forth in this Declaration or the Bylaws may also be terminated in whole or in part by Declarant pursuant to a written instrument signed by Declarant and duly recorded in the Cherokee County, Georgia land records. The rights of the Declarant set forth in the Declaration and the Bylaws shall only terminate in accordance with the provisions the Declaration or Bylaws, and shall not terminate by operation of law or otherwise.

3.7. Conveyance of Common Property. Declarant and its designees may convey or transfer, from time to time, to the Association improved or unimproved real property, or interest in real property, located within the properties described in Exhibit "A" or "B," personal property, and leasehold and other property interests. Such property shall be accepted by the Association "as is" and thereafter shall be maintained by the Association at its expenses for the benefit of the Owners, subject to the terms of this Declaration and any restrictions set forth in the deed or other instrument transferring such property to the Association. Declarant shall not be required to make

any improvements to the property conveyed to the Association, including, without limitation, dredging or removing silt from lakes or ponds. Upon written request of Declarant, the Association shall reconvey to Declarant any portions of the Community originally conveyed by Declarant or its designee to the Association without cost, to the extent (i) conveyed by Declarant or its designee in error; (ii) needed by Declarant or its designees to make adjustments in property lines; or (iii) reasonably determined by Declarant to be needed by Declarant due to changes in the overall scheme of development for the Community.

ARTICLE IV. ASSOCIATION MEMBERSHIP AND VOTING RIGHTS

4.1. Membership. Each Owner of any Lot, by acceptance of a deed therefor, whether or not it shall be so expressed in such deed, shall be a member of the Association. This is not intended to include Persons who hold an interest merely as security for the performance of an obligation, and the giving of a security interest shall not terminate the Owner's membership. No Owner, whether one or more Persons, shall have more than one (1) membership per Lot owned. In the event of multiple Owners of a Lot, votes and rights of use and enjoyment shall be as provided in this Declaration and in the Bylaws. Membership shall be appurtenant to and may not be separated from ownership of any Lot.

4.2. Voting. Members shall be entitled to one (1) equal vote for each Lot owned. When more than one (1) Person holds an ownership interest in any Lot, the vote for such Lot shall be exercised as those Owners determine among themselves. In the absence of such advice, the Lot's vote shall be suspended if more than one (1) Person seeks to exercise it. A member's right to vote shall automatically be suspended during any period in which a member is more than thirty (30) days delinquent on any assessment or charge, and the member shall be ineligible to vote on any matter until the member's account balance has been paid in full and such member's vote shall not be counted for any purpose.

4.3. Entity Members. In the event an Owner is a corporation, partnership, trust, or other legal entity not being a natural person or persons, then any natural person who is an officer, director, or other designated agent of such corporation, partner of such partnership, beneficiary, or other designated agent of such trust, or manager of such other legal entity shall be eligible to represent such entity in the affairs of the Association. Such person's relationship with the Association shall terminate automatically upon the termination of such person's relationship with the entity which is the Owner of the Lot. The membership rights of an Owner which is a corporation, partnership, or other legal entity shall be exercised by the individual designated from time to time by the Owner in a written instrument provided to the Secretary of the Association.

ARTICLE V. ASSOCIATION RIGHTS AND RESTRICTIONS

5.1. Association Rights and Restrictions. The Association, acting through its Board of Directors, shall have the right and authority, in addition to and not in limitation of any other right it may have, to:

(a) make and to enforce reasonable rules and regulations governing the use of the Lots, Town Homes, Common Property, and Limited Common Property;

(b) enforce the Declaration, Bylaws, and rules and regulations of the Association by imposing reasonable monetary fines and suspending use and voting privileges. These powers, however, shall not limit any other legal means of enforcing such documents or provisions by either the Association or, in an appropriate case, by an aggrieved Owner;

(c) grant permits, licenses, utility easements, and other easements, permits or licenses under, through or over the Common Property, including any Limited Common Property;

(d) enter into easement and cost-sharing agreement with other Persons that benefit and/or burden the Community pursuant to such terms as the Board deems reasonable;

(e) designate certain portions of the Common Property or other fixtures and improvements as Limited Common Property;

(f) the right of the Board of Directors to convey all or any portion of the Common Property to any Person upon the written approval of at least two-thirds (2/3) of the total vote of the Association membership; provided, however, in the event such Common Property includes any portion of Limited Common Property, such written approval must be that of at least two-thirds (2/3) of the total vote of the Association membership and the Owner(s) of the Lot(s) that such Limited Common Property has been assigned; provided further, such written approval shall not be required for the Board to reconvey property to the Declarant in accordance with Article III, Section 3.7 of this Declaration;

(g) control, manage, operate, maintain, replace and, in the Board's discretion, alter or improve all portions of the Community for which the Association is assigned maintenance responsibility under this Declaration;

(h) deal with the Common Property in the event of damage or destruction as a result of casualty loss, condemnation, or eminent domain, in accordance with the provisions of this Declaration; and

(i) represent the Owners in dealing with governmental entities on matters related to the Common Property, including the Limited Common Property.

ARTICLE VI. ASSESSMENTS

6.1. Purpose of Assessment. The Association shall have the power to levy assessments as provided herein. Assessments shall be used for the general purposes of promoting the recreation, health, safety, welfare, common benefit, and enjoyment of the Association and the membership, and for expenses of the Association as provided within the Declaration, and as otherwise authorized by the Board.

6.2. Creation of the Lien and Personal Obligation for Assessments. Except as specifically provided herein, each Owner of any Lot, by acceptance of a deed therefor, whether or not it shall be so expressed in such deed, is deemed to covenant and agree to pay to the Association: (i) annual assessments and charges; (ii) special assessments pursuant to Section 6.7 of this Article; and (iii) specific assessments, including reasonable fines, pursuant to Section 6.3 of this Article.

All such assessments, together with charges, interest, costs, and reasonable attorney's fees actually incurred (including post-judgment reasonable attorney fees actually incurred from any prior judgment, if any), shall be a charge on the Lot and shall be a continuing lien upon the Lot against which each assessment is made. Such amounts shall also be the personal obligation of the Person who was the Owner of such Lot at the time when the assessment fell due. Each Owner and the Owner's grantee shall be jointly and severally liable for all assessments and charges due and payable at the time of any conveyance. Assessments shall be paid in such manner and on such dates as may be fixed by the Board. The Board of Directors may, but is not obligated to, permit assessments to be paid in monthly, quarterly, or semi-annual installments. Other than the Declarant, no Owner may be exempted from liability, or otherwise withhold payment of assessments, for any reason whatsoever.

6.3. Uniform Rate of Assessment and Specific Assessments. Annual assessments and special assessments shall be fixed at a uniform rate for all Lots for which assessments have commenced. Notwithstanding the above, the Board of Directors shall have the power to levy specific assessments against Lots pursuant to this Section as, in its discretion, it shall deem appropriate. Failure of the Board of Directors to exercise its authority under this Section shall not be grounds for any action against the Association or the Board of Directors and shall not constitute a waiver of the Board's right to exercise its authority under this Section in the future with respect to any expenses, including an expense for which the Board has not previously exercised its authority under this Section. The Board of Directors shall have the power to levy specific assessments as follows:

(a) Any common expenses benefiting less than all of the Lots or significantly disproportionately benefiting all Lots may be specifically assessed equitably among all of the Lots which are benefited according to the benefit received; provided, however, except for expenses incurred in maintaining the Limited Common Property, which may be specifically assessed to the Owner or Owners to which the Limited Common Property has been assigned, nothing contained

in this subsection (a) shall permit the Board to specifically assess an Owner for expenses incurred for maintenance and repair of items which are the Association's maintenance responsibility hereunder.

(b) Any common expenses occasioned by the conduct of less than all of those entitled to occupy all of the Lots or by the licensees or invitees of any Lot may be specifically assessed against such Lot, including, but not limited to, expenses and attorney's fees actually incurred by the Association in enforcing the Declaration, Bylaws or Association rules and regulations, regardless of whether or not an enforcement lawsuit has been filed.

(c) Other specific assessments, including fines, against an Owner and Owner's Lot deemed reasonable by the Board.

6.4. Computation of Operating Budget and Assessment. Prior to the beginning of each new fiscal year, the Board of Directors shall (1) prepare a budget covering the estimated expenses of the Association for the upcoming new fiscal year and shall fix in the budget the amount of the annual assessment for the upcoming new fiscal year, and (2) deliver a copy of the budget to each Owner at least thirty (30) days prior to the beginning of the new fiscal year. The budget shall not operate as a limitation on expenditures by the Board, but, rather, the budget is merely an estimate of expenses on which the Board may base the annual assessment. The Board may, but is not obligated to, permit the annual assessment to be paid in monthly, quarterly, or semi-annual installments. The budget and the assessment shall become effective unless disapproved by the majority of the total vote of the Association membership at a meeting of the membership held prior to the beginning of the new fiscal year. Said meeting may be the annual meeting of the members if the annual meeting is held prior to the beginning of the new fiscal year or may be at a special meeting requested in accordance with the Bylaws.

If either (1) the membership disapproves the budget prior to the beginning of the new fiscal year as provided herein, or (2) the Board fails for any reason to either (a) prepare a budget and fix the amount of the annual assessment for the new fiscal year or (b) deliver the budget to the members, as provided herein, then the budget and annual assessment in effect for the current fiscal year shall continue for the upcoming new fiscal year. In the event the annual assessment is insufficient to cover the actual common expenses of the Association during any fiscal year, the Board of Directors, upon ten days notice to the members, may increase the annual assessment during such fiscal year to cover the shortfall.

6.5. Fiscal Year. The fiscal year of the Association may be set by Board resolution or, in the absence thereof, shall be the calendar year.

6.6. Reserve Budget and Reserve Account. The Board may prepare an annual or multi-year reserve budget which shall take into account the number and nature of replaceable assets, the expected life of such assets, and the expected repair or replacement costs of the assets. The Board

may establish a reserve account for such expected repair or replacement costs, and may fund the reserve account from collected assessments. The reserve budget shall not operate as a limitation on the expenditures of funds in the reserve account, but, rather, the Board may spend funds in the reserve account as deemed reasonable by the Board.

6.7. Special Assessments. The Board may levy a special assessment against all Lots for which assessments have commenced to pay the costs of any improvement or repair on the Common Property, or for any other purpose as determined by the Board; provided, however, prior to becoming effective, any special assessment which would cause the total of special assessments levied in one fiscal year to exceed the amount of the annual assessment in effect in such fiscal year must be approved by the affirmative vote, written consent, or any combination of affirmative vote and written consent, of the Association members holding at least a majority of the total eligible votes of the Association and the consent of the Declarant so long as the Declarant owns any Lot. A special assessment may be required to be paid during the fiscal year, or alternatively, upon the approval of the Board of Directors, may be paid over a set number of years.

6.8. Capital Contribution Assessments (Initiation Fee). Upon the conveyance of ownership of a Lot to any Person other than Declarant or a Builder, including all resales, a capital contribution assessment (an initiation fee) shall become due and payable to the Association by each new Owner. The amount of the capital contribution assessment shall be set by the Board of Directors at any time during the year in which this Declaration is recorded. Thereafter, prior to the beginning of each new fiscal year, the Board of Directors may determine the amount of the capital contribution assessment for the upcoming new fiscal year. In the event the Board does not determine the amount of the capital contribution assessment prior to the beginning of the next fiscal year, then the capital contribution assessment amount in effect at such time shall, by default, continue for the next fiscal year. The initiation fee shall not be deemed to be an advance payment of any assessment and may not be paid in lieu of any assessment. The initiation fee shall be the personal obligation of the new Owner and shall constitute a lien against the Lot. Notwithstanding anything to the contrary herein, no initiation fee shall be due as a result of a conveyance of a Lot to an Owner's spouse, a person cohabitating with the Owner, or a corporation, partnership, company, or legal entity in which the Owner is a principal.

6.9. Commencement of Assessments. The obligation to pay assessments shall commence as to each Lot on the date of the first conveyance of ownership of such Lot for which a certificate of occupancy has been issued to any Person not constituting Declarant or a Builder, or the actual occupancy for residential purposes of the Lot for which a certificate of occupancy has been issued, whichever is first to occur. The use of a Lot as a model home by Declarant or a Builder shall not constitute occupancy for residential purposes.

6.10. Declarant's Obligation for Assessment. Declarant and Builders shall not be liable for the payment of any assessments, including annual, special or specific assessments, on their unsold Lots. However, Declarant may, but shall not be obligated to, elect to contribute to the

Association on an annual basis the difference between the amount of assessments levied on the Lots subject to assessments and the amount of the Association's actual expenditures during the fiscal year (a "Subsidy"). Any Subsidy may be treated, in the Declarant's sole discretion, as either a voluntary contribution or a loan from the Declarant to the Association. Notwithstanding any language to the contrary herein or the Bylaws, any loan from Declarant to the Association shall not require the approval of the members of the Association. A Subsidy may be evidenced by one or more promissory notes from the Association in favor of the Declarant. The execution by the Board of such promissory note or notes from the Association in favor of the Declarant shall not constitute a conflicting interest transaction. The payment of a Subsidy in any fiscal year shall under no circumstances obligate Declarant to continue payment of a Subsidy in future years.

6.11. Delinquent Assessments. All assessments and related charges not paid on or before the due date shall be delinquent, and the Owner shall be in default.

(a) If any assessment, fine, or charge is not paid in full within ten (10) days of the due date, a late charge equal to the greater of ten dollars (\$10.00) or ten percent (10%) of the amount not paid or such higher amount as may be authorized by law, may be imposed without further notice or warning to the delinquent Owner, and interest at the rate of ten percent (10%) per annum or such higher amount as may be authorized by law, shall accrue from the due date.

(b) If partial payment of an assessment, fine, or charge is made, the amount received may be applied by the Board, in respective order, to post-judgment attorney's fee from any prior judgment, if any, then to costs and attorney's fees not reduced to a judgment, then to interest, then to late charges, then to delinquent assessments and then to current assessments.

(c) If an assessment, fine, or charge due from an Owner remains delinquent and unpaid for more than thirty (30) days from the date due, then a notice of delinquency may be given to that Owner stating that if the unpaid assessment or charge remains delinquent for more than ten (10) days from the date of the notice of delinquency, the Board may accelerate and declare immediately due all of that owner's unpaid installments of the assessment. If the Owner fails to pay all amounts currently due within ten (10) days of the date of the notice of delinquency, the Board may then accelerate and declare immediately due all installments of the assessment without any further notice being given to the delinquent Owner. Upon acceleration, that Owner shall thereby lose the privilege of paying the assessment in installments, unless reinstated in the Board's discretion. The notice of acceleration provided herein may be included in a collection litigation complaint filed against an owner for unpaid assessments and charges.

(d) If an assessment, fine, or charge remains unpaid more than sixty (60) days after the due date, the Association, acting through the Board, may institute suit to collect all amounts due pursuant to the provisions of the Declaration, the Bylaws, and Georgia law, including reasonable attorney's fees actually incurred (and including post-judgment reasonable attorney's fees actually incurred from any prior judgment, if any).

(e) A member's right to vote and right to use the Common Property shall automatically be suspended without notice during any period in which a member is more than thirty (30) days delinquent on any assessment or charge, and the member shall be ineligible to vote on any matter or use the Common Property until the member's account balance has been paid in full.

(f) If an assessment, fine, or charge remains unpaid more than thirty (30) days after the due date, the Association, acting through the Board, shall have the right to suspend utilities or other services to the Lot paid for as a common expense by the Association, if any. Any costs incurred by the Association in discontinuing and/or reconnecting any service, including reasonable attorney's fees actually incurred, shall be an assessment against the Lot. The utilities or other services shall not be required to be restored until all amounts owed by the Owner have paid in full and the expenses to disconnect and/or reconnect the utilities or other services have been paid in full. An Owner whose utility or service has been suspended hereunder shall not be entitled to use any such utility or service from any source, and any such unauthorized use shall be considered a theft of services.

6.12. Statement of Account. Any Owner, Mortgagee, or a Person having executed a contract for the purchase of a Lot, or a lender considering a loan to be secured by a Lot, shall be entitled, upon written request, to a statement from the Association setting forth the amount of assessments due and unpaid, including any late charges, interest, fines, or other charges against such Lot. The Association shall respond in writing within five (5) business days of receipt of the request for a statement; provided, however, the Association may require the payment of a fee as a prerequisite to the issuance of such a statement. Such written statement shall be binding on the Association as to the amount of assessments due on the Lot as of the date specified therein.

ARTICLE VII. ARCHITECTURAL CONTROLS

7.1. Architectural Standards. No Owner, Occupant, or any other Person, except the Declarant, may make any exterior change, alteration, modification (including exterior painting), or construction on a Lot, the Town Home, or the Common Property, including the Limited Common Property, nor erect, place or post any thing or object which may affect the appearance of a Lot, the Town Home, or the Common Property, including the Limited Common Property (including, but not limited to, any fence, playground equipment, light (except for reasonable seasonal decorative lights displayed on the Owner's Lot or Town Home between October 1 and January 15), basketball goal, storm door, exterior sculpture, or fountain), nor place any object in any window which is visible from the exterior of a Town Home, without first obtaining the written approval of the Architectural Control Committee ("ACC").

The standard for approval of all improvements hereunder shall include, but not be limited to: (1) aesthetic consideration, (2) materials to be used, (3) compliance with the Community-Wide Standard, this Declaration, or design standards which may be adopted by the ACC, (4) harmony

with the external design of the existing dwellings, Lots and structures, and the location in relation to surrounding dwellings, structures and topography, and (5) any other matter deemed to be relevant or appropriate by the ACC.

Applications for approval of any such architectural modification shall be in writing and shall provide such information as the ACC may reasonably require. If the ACC fails to approve, conditionally approve, or to disapprove such application within forty-five (45) days after the application and such information as the ACC may reasonably require shall have been submitted, its approval will not be required and this Article shall be deemed complied with, unless such construction, modification or improvement otherwise is in violation of the Declaration, the Bylaws, the design standards, the Association's rules and regulations, or applicable zoning ordinances.

The ACC shall be the sole arbiter of the application and may withhold approval for any reason whatsoever, including purely aesthetic considerations. The Association, acting through the Board, shall be entitled to stop any construction or modification which is not in conformance with approved plans. The ACC may publish design standards for exterior alterations or additions, and any request in compliance therewith shall be approved.

This Article, including, but not limited to, the requirement to obtain ACC approval, shall not apply to the activities of the Declarant, including, but not limited to, any activity performed by or on behalf of the Declarant.

7.2. Architectural Control Committee.

(1) Until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting Declarant or a Builder for residential use, the Declarant shall be the sole member of the ACC and shall have the exclusive authority to administer and enforce architectural controls under this Article. Declarant's rights under this Article may be assigned in whole or in part. The Declarant shall further have the right, but not the obligation, to establish subcommittees to exercise any right granted to Declarant hereunder.

(2) Upon the expiration of Declarant's authority to control architectural review for the Community, the Board of Directors shall appoint the members of the ACC. The ACC shall thereafter constitute a standing committee of the Association, and the ACC shall consist of the Board unless the Board delegates to other Persons the authority to serve on the ACC. The chairperson of the ACC shall be a Board member. The ACC shall have the authority to select and employ professional consultants to assist it in discharging its duties, the cost of such consultants to be paid by the Owner of any Lot for which an application has been submitted for approval. The Owner of any such Lot shall be responsible for paying the full costs of each review, whether or

not the submitted application is approved by the ACC, and the ACC may require payment of all such costs prior to approval of the application. The ACC also may charge reasonable fees to cover the cost of review or inspections performed hereunder. At any time during the review process, so long as the Declarant or a Builder owns any property described in Exhibit "A" or has the unilateral right to annex Additional Property to this Declaration, the Declarant shall have the power to veto any decision taken by the ACC.

7.3. Appeal. In the event the ACC disapproves any application or part thereof, an Owner shall have the right to appeal the ACC's decision to the Board of Directors. Such appeal must be in writing, contain all information the Owner would like the Board to consider, and be mailed to the Association by certified mail, return receipt requested. The Board shall rule on the appeal within thirty (30) days of receiving written notice requesting an appeal from the Owner. If the Board fails to render a decision on such appeal within thirty (30) days after the appeal and such information as the Board may reasonably require shall have been received, the ACC's decision shall be deemed overturned and this Article shall be deemed complied with, unless such construction, modification or improvement otherwise is in violation of the Declaration, the Bylaws, the design standards, the Association's rules and regulations, or applicable zoning ordinances.

In ruling on the appeal, the Board shall consider all relevant materials presented to it by either the Owner or the ACC, the decision of the ACC, and the application of the Owner to the ACC. The Board of Directors shall have the final authority to approve, disapprove, or conditionally approve or disapprove the appeal of the Owner. If the Board does not receive written notice from the Owner by certified mail requesting an appeal within fourteen (14) days from the date of the ACC's notice to the Owner of its decision, the decision of the ACC shall become final and all rights of appeal shall terminate.

All decisions of the Declarant-controlled ACC shall be final, and there shall be no appeals of decisions of the Declarant-controlled ACC.

7.4. LIMITATION OF LIABILITY. REVIEW AND APPROVAL OF ANY APPLICATION PURSUANT TO THIS ARTICLE MAY BE MADE ON ANY BASIS, INCLUDING SOLELY THE BASIS OF AESTHETIC CONSIDERATIONS, AND NEITHER THE DECLARANT, THE ASSOCIATION, THE BOARD, THE ACC, NOR ANY MEMBER OF THE FOREGOING SHALL BEAR ANY RESPONSIBILITY FOR ENSURING THE DESIGN, QUALITY, STRUCTURAL INTEGRITY OR SOUNDNESS OF APPROVED CONSTRUCTION OR MODIFICATIONS, NOR FOR ENSURING COMPLIANCE WITH BUILDING CODES, ZONING REGULATIONS AND OTHER GOVERNMENTAL REQUIREMENTS. NEITHER THE DECLARANT, THE ASSOCIATION, THE BOARD, THE ACC, OR ANY MEMBER OF ANY

OF THE FOREGOING SHALL BE HELD LIABLE FOR ANY INJURY, DAMAGES OR LOSS ARISING OUT OF THE MANNER, DESIGN, OR QUALITY OF CONSTRUCTION ON OR MODIFICATIONS TO ANY LOT, NOR MAY ANY ACTION BE BROUGHT AGAINST THE DECLARANT, ASSOCIATION, THE BOARD, THE ACC, OR ANY MEMBER THEREOF, FOR ANY SUCH INJURY, DAMAGE, OR LOSS. NEITHER THE DECLARANT, THE ASSOCIATION, THE BOARD, THE ACC, NOR ANY MEMBER THEREOF, SHALL BE LIABLE TO ANY PERSON FOR ANY REASON WHATSOEVER FOR ANY INJURIES OR DAMAGES WHATSOEVER RELATING IN ANY WAY TO THE APPROVAL, DISAPPROVAL, CONDITIONAL APPROVAL, OR THE FAILURE TO APPROVE OR DENY ANY APPLICATION SUBMITTED TO IT PURSUANT TO THE TERMS OF THIS ARTICLE.

7.5. No Waiver of Future Approvals. Each Owner acknowledges that the members of the Board and the ACC will change from time to time and that interpretation, application, and enforcement of the architectural standards may vary accordingly. The approval of the Declarant, the Board or the ACC of any proposals, plans, and specifications or drawings for any work done or proposed, or in connection with any other matter requiring the approval of the Declarant, the Board or the ACC, shall not constitute a waiver of any right to withhold approval or consent as to any similar proposals, plans and specifications, drawings, or matters whatever subsequently or additionally submitted for approval or consent.

7.6. Enforcement. Any construction, alteration, or other work done in violation of this Article, the Declaration, the Bylaws, the design guidelines or any applicable zoning regulations shall be deemed to be nonconforming. Upon written request from the Declarant or the Board, a violating Owner shall, at the Owner's sole cost and expense, remove such nonconforming construction, alteration, or other work and restore the property to substantially the same condition as existed prior to such construction, alteration or work. Should the Owner fail to do so, the Declarant, the Board or their designees shall have the right, in addition to all other available remedies, to enter the property, remove the violation and restore the property, or obtain a court order compelling the violating Owner to do so. All costs thereof, including reasonable attorney's fees actually incurred, may be assessed against such Lot, regardless of whether or not litigation is filed.

In addition to the above, the Board shall have the authority and standing, on behalf of the Association, to impose reasonable fines and to pursue all legal and equitable remedies available to enforce the provisions of this Article and its decisions or those of the ACC. All costs of any such action, including reasonable attorney's fees actually incurred, may be assessed against such Lot. Furthermore, the Board shall have the authority to record in the Cherokee County, Georgia land

records notices of violation of the provisions of this Article. The Board may also pursue any other enforcement option set forth in this Declaration.

7.7. Commencement and Completion of Construction. All improvements approved by the ACC hereunder must be commenced within ninety (90) days from the date of approval. If not commenced within such time, then such approval shall be deemed revoked by the ACC, unless the ACC gives a written extension for commencing the work. Additionally, except with written ACC approval otherwise, and except for delays caused by strikes, fires, national emergencies, critical materials shortages or other intervening forces beyond the control of the Owner, all work approved by the ACC hereunder shall be completed within ninety (90) days of commencement. If the work is not completed within such time, then such approval shall be deemed revoked by the ACC, unless the ACC gives a written extension for completing the work. This Section shall not apply to any construction or modification performed by or on the behalf of the Declarant.

7.8. Condition of Approval. As a condition of approval for a requested architectural change, modification, addition, or alteration, an Owner, on behalf of himself or herself and his or her successors-in-interest, shall assume all responsibilities for maintenance, repair, replacement and insurance of such change, modification, addition, or alteration, unless otherwise agreed to in writing by the Board. It is the responsibility of every Owner of a Lot to determine for himself or herself what architectural modifications have been made to his or her Lot by any predecessor-in-interest. In the discretion of the Board, an Owner may be made to verify such condition of approval by written instrument in recordable form acknowledged by such Owner on behalf of himself or herself and all successors-in-interest.

ARTICLE VIII. USE RESTRICTIONS

Each Owner of a Lot shall be responsible for ensuring that the Owner's family, guests, tenants, and Occupants comply with all provisions of this Declaration, the Bylaws, and the rules and regulations of the Association. Furthermore, each Owner and Occupant shall always endeavor to observe and promote the cooperative purposes for which the Association was established. In addition to any rights the Association may have against the Owner's family, guests, tenants, or Occupants, the Association may take action under this Declaration against the Owner as if the Owner committed the violation in conjunction with the Owner's family, guests, tenants, or Occupants.

8.1. Residential Use. Each Lot shall be used for residential purposes only, and no trade or business of any kind may be conducted in or from a Lot or any part of the Community, including business uses ancillary to a primary residential use, except that the Owner or Occupant residing in a dwelling on a Lot may conduct such ancillary business activities within that dwelling so long as (1) the existence or operation of the business activity is not apparent or detectable by sight, sound, or smell from the exterior of the dwelling; (2) the business activity does not involve visitation of the Lot by employees, clients, customers, suppliers, or other business invitees; provided, however, this

provision shall not preclude delivery of materials or items by United States Postal delivery or by other customary parcel delivery services (U.P.S., Federal Express, etc.); (3) the business activity conforms to all zoning requirements for the Community; (4) the business activity does not increase traffic in the Community; (5) the business activity does not increase the insurance premium paid by the Association or otherwise negatively affect the ability of the Association to obtain insurance coverage; and (6) the business activity is consistent with the residential character of the Community and does not constitute a nuisance or a hazardous or offensive use, or threaten the security or safety of other residents of the Community, as may be determined in the Board's sole discretion.

The terms "business" and "trade," as used in this provision, shall be construed to have their ordinary, generally accepted meanings, and shall include, without limitation, any occupation, work, or activity undertaken on an ongoing basis which involves the provision of goods or services to persons other than the provider's family and for which the provider receives a fee, compensation, or other form of consideration, regardless of whether: (i) such activity is engaged in full or part-time; (ii) such activity is intended to or does generate a profit; or (iii) a license is required therefor.

Notwithstanding the above, the use of a Lot by an on-site management company operating on behalf of the Association shall not be considered a trade or business within the meaning of this Article. Further, the activities of the Declarant or any Builder, or any Person acting on behalf of Declarant or any Builder, shall not be subject to this Section.

8.2. Number of Occupants.

(a) The maximum number of occupants in a Town Home on a Lot shall be limited to two (2) people per bedroom in the Town Home as originally constructed. "Occupancy," for purposes hereof, shall be defined as staying overnight in a Town Home for a total of more than thirty (30) days, either consecutive or nonconsecutive, in any calendar year. Upon written application, the Board shall grant variances to this restriction to comply with provisions of the Fair Housing Amendments Act of 1988 or any amendments thereto.

(b) If an Owner of a Lot is a corporation, partnership, trust or other legal entity not being a natural person, the entity shall designate in writing to the Board the name(s) of the natural person(s) who will occupy the Town Home on the Lot. The designated person(s) to occupy the Town Home may not be changed, added to, or modified more frequently than once every twenty-four (24) months without the written approval of the Board of Directors, who may deny such request in its sole discretion.

8.3. Vehicles and Parking. No Owner or Occupant may keep more than a reasonable number of vehicles per Lot at any time. The Board may adopt reasonable rules limiting the number of vehicles which may be parked on a Lot and such other reasonable rules governing the parking of vehicles within the Community, including guest parking. Vehicles may only be parked in

garages, driveways or other areas authorized in writing by the Board. Vehicles shall not be parked on any lawn, yard, or street; provided, however, the Board shall be authorized, but not required, to adopt rules and regulations permitting temporary parking of vehicles on the street.

Garage doors shall remain closed at all times, except for necessary use, ingress, and egress. Each garage should be maintained in such a manner that parking for the maximum number of motor vehicles for which it was originally designed to hold is allowed and possible. Vehicles shall not be parked in a driveway unless and until the maximum number of vehicles are parked in the garage.

Disabled and stored vehicles are prohibited from being parked in the Community except in garages. For purposes of this Section, a vehicle shall be considered "disabled" if it does not have a current license tag or is inoperable. A vehicle shall be considered "stored" if it remains in a location, other than in a garage, without prior written Board permission, for fourteen (14) consecutive days or longer or if it is covered for more than two (2) consecutive days with a car cover or tarp.

Boats, trailers, trucks with a load capacity of one (1) ton or more, full-size vans (excluding minivans or utility vehicles used as passenger vehicles), recreational vehicles (RV's and motor homes), vehicles used primarily for commercial purposes and containing visible evidence of commercial use (such as tool boxes or tool racks), and vehicles with commercial writings on their exteriors are prohibited from being parked in the Community, except in garages or other areas designated by the Board as parking areas for particular types of vehicles. Notwithstanding the above, trucks, vans, commercial vehicles and vehicles with commercial writings on their exteriors shall be allowed temporarily on a Lot or the Common Property during normal business hours for the purpose of serving the Lot or the Common Property; provided, that, without the written consent of the Board, no such vehicle shall be authorized to remain on a Lot or the Common Property overnight or for any purpose except serving a Lot or the Common Property.

If any vehicle is parked on any portion of the Community in violation of this Section or in violation of the Association's rules and regulations, the Board may send a notice to the vehicle owner or user, or place a notice on the vehicle, specifying the nature of the violation and stating that after twenty-four (24) hours the vehicle may be towed or booted. The notice shall include the name and telephone number of a person to contact regarding the alleged violation and shall include the name and telephone number of the person or entity which will do the towing or booting. If twenty-four (24) hours after such notice is placed on the vehicle, or three (3) days after the notice has been sent to the owner, the violation continues or thereafter occurs again within six (6) months of such notice, the vehicle may be towed or booted in accordance with the notice, without further notice to the vehicle owner or user.

If a vehicle is parked in a fire lane, is blocking another vehicle or access to another Owner's or Occupant's Lot or Town Home, is obstructing the flow of traffic, or otherwise creates a

hazardous condition, no notice shall be required and the vehicle may be towed immediately. If a vehicle is towed or booted in accordance with this Section, neither the Association nor any director, officer or agent of the Association shall be liable to any person for any claim of damage as a result of the towing or booting activity. The Association's right to tow or boot is in addition to, and not in limitation of all other rights of the Association, including the right to assess fines.

The activities of the Declarant or any Builder, or any Person acting on behalf of Declarant or any Builder, shall not be subject to this Section.

8.4. Animals. No Owner or Occupant may keep any animals other than a reasonable number of generally recognized household pets on any portion of the Community. No Owner or Occupant may keep, breed or maintain any animal for any commercial purpose. Dogs must be kept on a leash and be under the physical control of a responsible person at all times while outdoors in unfenced areas. Dogs may not be left unattended while leashed or tethered to any post, tree, or object. No structure for the care, housing, or confinement of any pet shall be constructed or maintained on a Lot without prior written ACC approval.

Feces left by any animal on the Common Property, on any Lot, or in any Town Home, including the animal owner's Lot or Town Home, or anywhere in the Community must be removed promptly by the owner of the animal or the person responsible for the animal. Fines may be imposed to enforce this provision.

No potbellied pigs, chickens, or livestock may be brought into or kept in the Community at any time. No dog determined in the sole discretion of the Board to be a dangerous dog may be brought into or kept in the Community at any time by any Lot Owner, Occupant, or guest of an Owner or Occupant. Any animal which endangers the health or safety of any Owner or Occupant of any Lot or which creates a nuisance or unreasonable disturbance, as may be determined in the Board's sole discretion, must be permanently removed from the Community upon seven (7) days written notice by the Board. If the Owner or Occupant fails to comply with such notice, the Board may remove the animal and/or obtain a court order requiring the Owner or Occupant to do so. Any animal which, in the Board's sole discretion, presents an immediate danger to the health, safety or property of any member of the community may be removed by the Board without prior notice to the animal's owner.

ANY OWNER OR OCCUPANT WHO KEEPS OR MAINTAINS ANY ANIMAL ON ANY PORTION OF THE COMMUNITY SHALL BE DEEMED TO HAVE INDEMNIFIED AND AGREED TO HOLD THE ASSOCIATION, ITS DIRECTORS, OFFICERS, AND AGENTS FREE AND HARMLESS FROM ANY LOSS, CLAIM OR LIABILITY OF ANY KIND OR CHARACTER WHATEVER ARISING BY REASON OF KEEPING OR MAINTAINING SUCH ANIMAL WITHIN THE COMMUNITY.

8.5. Fences. No chain link fence or cyclone fences may be placed in the Community, except by the Declarant. All fences, except those installed by or on behalf of the Declarant or the Association, must first be approved by the ACC before the commencement of any installation of the fence. The ACC shall have the authority to approve, conditionally approve, or disapprove such request for any reason, including, but not limited to, aesthetic considerations, the location of the fence or Town Home to surrounding dwellings, structures, or topography, existing use of the Common Property, and any other matter deemed to be relevant or appropriate by the ACC. All Owners understand and agree that certain Owners' request may be approved and certain Owners' request may be denied based upon these considerations, and no Owner or other Person may bring any action against the Declarant, the Association, the Board, the ACC, or any director, officer, employee, agent, or member thereof relating directly or indirectly to the approval or disapproval of such a request.

8.6. Window Treatments. Unless otherwise approved in writing by the Board and except for Town Homes owned by Declarant or a Builder, all windows in a Town Home that face toward the street, except foyer or architectural windows, shall have window treatments, and any portion of any window treatment in a Town Home that is visible from outside of the Town Home shall be white or off-white in color. The ACC is authorized to adopt guidelines for additional permissible window treatments, including, but not limited to, window treatments made of wood. Sheets, blankets, towels, flags, and other such items shall not be placed in any window or in any way used as window treatments.

8.7. Antennas and Satellite Dishes. No transmission antenna of any kind may be erected anywhere in the Community without written approval of the ACC. No satellite dish, direct broadcast satellite (DBS) antenna, or multi-channel multi-point distribution service (MMDS) larger than one meter in diameter shall be placed, allowed, or maintained upon any portion of the Community, including a Lot. Satellite dishes and DBS and MMDS antennas one meter or less in diameter and television broadcast service antennas may only be installed in accordance with Federal Communication Commission (FCC) rules and the rules and regulations of the Association authorized by the FCC, both as may be amended from time to time. Such items shall be installed to the rear of the Lot in the least conspicuous location available on the Lot which permits reception of an acceptable signal. Except as provided by this Section, no antenna or other device for the transmission or reception of television signals, radio signals or any form of electromagnetic wave or radiation shall be erected, used or maintained outdoors on any portion of the Community, whether attached to a Town Homes or structure or otherwise.

8.8. Abandoned Personal Property. Personal property is prohibited from being stored, kept, or allowed to remain for a period of more than twenty-four (24) hours upon any portion of the Common Property without prior written Board permission. Neither the Declarant, the Association, nor any director, officer nor agent thereof shall be liable to any Person for any claim of damage resulting from the removal and/or discard of the personal property after such twenty-four (24) hour period.

8.9. Use of Common Property. There shall be no obstruction of the Common Property, nor shall any vehicle or anything else be kept, parked or stored on the streets and drives within the Community without prior approval of the Board. No Owner or other Person shall make any modification to or alteration of the Common Property without the prior written approval of the Board.

With prior written Board approval, and subject to any restrictions imposed by the Board, an Owner or Owners may reserve portions of the Common Property for use for a period of time as set by the Board. The Board is authorized to charge a fee in an amount to be determined by the Board to the Owner for such reservation. Any such Owner or Owners who reserve a portion of the Common Property hereunder shall assume, on behalf of himself/herself/themselves and his/her/their guests, Occupants and family, all risks associated with the use of the Common Property and all liability for any damage or injury to any person or thing as a result of such use. Neither the Declarant, the Association, nor any director, officer or agent thereof shall be liable for any damage or injury resulting from such use unless such damage or injury is caused solely by the willful acts or gross negligence of the Declarant, the Association, or their respective agents or employees.

The activities of the Declarant, a Builder, and/or the Association, or any Person acting on behalf of the Declarant, a Builder, and/or the Association, shall not be subject to this Section.

8.10. Prohibition of Nuisance and Noise. Noxious, destructive, offensive, or unsanitary activity shall not be carried on within the Community. No Lot Owner or Occupant may use or allow the use of the Lot or any portion of the Community at any time, in any way, which may endanger the health or property of other Occupants, unreasonably annoy, disturb or cause embarrassment or discomfort to other Owners or Occupants, or, in the Board's discretion, constitute a nuisance. The intention of this provision is to grant the Association and aggrieved Owners and Occupants a right of redress for actions, activities or conduct which unreasonably disturbs or impairs the peaceful and safe enjoyment of the Community. In this regard, specific unauthorized and unreasonable annoyances or disturbances shall include, but not be limited to, the following:

(a) Any screaming, shouting, excessively loud talking, whistling, or playing of music or television if such conduct can be heard in the normal course of activities in any other Town Home;

(b) Any fighting, raucous behavior, or insobriety if such conduct can be heard in any other Town Home;

(c) The use of any alarm, equipment, or device, mechanical or otherwise, which creates or produces excessively loud sounds or any vibrations at any time if such sounds can be heard or vibrations felt in the normal course of activities in any other Town Home;

(d) Any threatening or intimidating conduct towards any resident, guest, or pet in the Community;

(e) Any conduct which, in the Board's reasonable discretion, creates any danger or risk of injury to others or damage to property or which creates any threat to health or safety of any other resident or pet;

(f) Any excessively loud play or playground activities at any time if such conduct can be heard in the normal course of activities in any other Town Home;

(g) Any consistent dog barking that can be heard in the normal course of activities in any other Town Home;

(h) Any conduct which creates any noxious or offensive odor at any time if such odors can be detected in the normal course of activities in any other Town Home;

(i) Any similar action or activity which interferes with the peaceful use and enjoyment of other Town Homes or the Common Property by any Owner, member of the Owner's family, guests, invitees, or Occupants; or

(j) Any construction or similar activities, other than construction activities of or on behalf of the Declarant or a Builder, which can be heard in other Town Homes outside the hours of 7:30 a.m. and 7:30 p.m. Monday through Friday and 9:00 a.m. and 6:00 p.m. Saturday.

Nothing herein shall be construed to affect the rights of an aggrieved Owner or Occupant to proceed individually against a violator of this Section. The Board may, in its discretion, require any aggrieved Owner or Occupant to seek redress personally against the violator before the Association intervenes and commences enforcement action hereunder; provided, further, due to the general nature of violations of this Section, the Board may, in its discretion, elect that the Association not intervene or enforce this Section. No claim for any loss, damage or otherwise, and no defense of selective, arbitrary, or capricious enforcement, shall exist for any Person as a result of any decision by the Board not to enforce this Section.

8.11. Firearms and Fireworks. The display or discharge of firearms within the Community is prohibited; provided, however, that the display or discharge of lawful firearms within the Community is permitted by law enforcement officers. The term "firearms" includes "BB" guns, pellet guns, and other firearms of all types, regardless of size. The use of fireworks within the Community is prohibited. The term "fireworks" shall include those items as listed in

Georgia Code Section 25-10-1. Notwithstanding anything to the contrary contained herein or in the Bylaws, the Association shall not be obligated to take any action to enforce this Section.

8.12. Signs. Except as may be required by legal proceedings, no signs, advertising posters or billboards of any kind shall be erected, placed, or permitted to remain in the Community without the prior approval of the Board or its designee, except that two (2) professional security signs not to exceed ten inches (10") by ten inches (10") each in size may be displayed on a Lot or from within a Town Home on a Lot and one (1) professionally lettered "For Sale" sign not to exceed two feet (2') by two feet (2') in size may be displayed on a Lot or from within a Town Home on a Lot being offered for sale. The Board shall have the right to erect reasonable and appropriate signs on the Common Property on behalf of the Association. The Board also shall have the authority to adopt regulations permitting temporary signs on Lots announcing open houses, births, birthdays or other events for limited periods of time. No "For Lease" sign or political sign shall be allowed on a Lot or within a dwelling which is visible from the exterior of the dwelling without the approval of the Board. No "For Sale" signs or directional signs shall be permitted on the Common Property without the approval of the Board. This Section shall not apply to the Declarant, or its agents or designees.

8.13. Rubbish, Trash, and Garbage. All rubbish, trash, and garbage shall be regularly removed from the Lot, dwelling, and Common Property, and shall not be allowed to accumulate on a Lot, the Common Property, or in a dwelling. Rubbish, trash, and garbage shall be disposed of in appropriate sealed bags and placed in proper receptacles for collection. Trash cans shall only be brought to the curb the night prior to day for trash collection, and shall be removed from the curb no later than the night of trash collection. At all other times, trash cans shall be stored in the garage or such other areas as may be designated by the Board. The Board may establish additional rules and regulations regarding the storage location of trash bags, trash cans, and receptacles and the placement of same for pick-up. No organic material shall be buried anywhere in the Community. This Section shall not apply to the Declarant, or its agents or designees.

The Association shall have the right, but not the obligation, to designate and contract with a private trash removal company on behalf of all Owners and Occupants in the Community to pick up all usual and customary household trash and recycling on a regular basis. In the event the Association enters into a contract with a private trash removal company as provided above, all charges for usual and customary trash collection and recycling shall be assessed to each Lot equally as part of the annual assessment in accordance with Article VI hereof. If an Owner, for any reason, refuses trash collection and recycling service provided by the Association, such Owner shall nevertheless be obligated to pay the full amount of the annual assessment.

Should there be a need for extraordinary pick-ups at an Owner's Lot, including, without limitation, removal of used appliances or other large, bulk items, and such additional charges are incurred by the Association, the Association may specifically assess the Owner these charges and collect as provided for herein for the collection of assessments.

All community trash removal and recycling shall be subject to such reasonable rules and regulations as the Board of Directors may adopt, including without limitation, the designation of a particular trash pick-up day throughout all or a portion of the Community.

8.14. Unsightly or Unkempt Conditions. The pursuit of hobbies or other activities, including, but not limited to, the assembly and disassembly of motor vehicles and other mechanical devices, which might tend to cause disorderly, unsightly, or unkempt conditions, shall not be pursued or undertaken in any part of the Community, except in a Town Home or garage with the garage door shut. Clothing, bedding, rugs, mops, appliances, indoor furniture, and other household items shall not be placed or stored outside the Town Home. Only appropriate outdoor items, such as neatly stacked firewood, patio furniture, grills, and similar items may be kept outside of a Town Home. Woodpiles should not be visible from the street. The Board of Directors shall have the authority to adopt reasonable rules and regulations governing the placement of items outside of a Town Home. Further, reasonable decorations, in the Board's sole discretion, shall be permitted outside of a dwelling, subject to such rules and regulations, if any, adopted by the Board. This Section shall not apply to the Declarant, or its agents or designees.

8.15. Impairment of Town Homes and Easements. An Owner shall not undertake any act or work that will impair the structural soundness or integrity of a Town Home or impair any easement, nor do any act nor allow any condition to exist which will adversely affect other Lots or their Owners or Occupants.

8.16. Erosion Control. No activity which may create erosion or siltation problems anywhere in the Community shall be undertaken, except construction activities undertaken by or on behalf of Declarant.

8.17. Window Air Conditioners. No air conditioning unit or units shall be installed in any window of any Town Home.

8.18. Property Identification Markers. The Declarant and the ACC shall have the right to approve the location, color, size, design, lettering and all other particulars of property identification markers.

8.19. Subdivision of Lots. No Lot may be subdivided into a smaller Lot without the written consent of the Declarant.

8.20. Garage Sale. No garage sale, yard sale, or similar activity shall be conducted in the Community without prior approval of the Board. The Board may additionally permit Community garage sale or yard sale days.

8.21. Easements. All property subjected to this Declaration shall be subject to those easements, if any, set forth on any recorded plat thereof.

ARTICLE IX. LEASING

9.1. Definition. "Leasing," for purposes of the Declaration, is defined as the regular, exclusive occupancy of a Lot by any person or persons other than the Owner; provided, however, leasing shall not include occupancy by the spouse, child or parent of an Owner and shall not include the occupancy by a roommate of an Owner who occupies the Lot as such Owner's primary residence.

9.2. Leasing Provisions. Leasing of Lots shall be governed by the following provisions:

(a) Notice. At least fifteen (15) days prior to entering into the lease of a Lot, the Owner shall provide the Board of Directors with a copy of the proposed lease and such other information as the Board may reasonably require. The Board may approve or disapprove the form of said lease. In the event a lease form is disapproved, the Board shall notify the Owner of the requisite action to be taken in order to bring the lease form into compliance with the Declaration, any rules and regulations adopted pursuant thereto, and any criteria determined by the Board. Within ten (10) days from the execution of the lease by both parties, the Owner shall provide the Board with a copy of the executed lease and the names and phone number of the lessees. Nothing contained in this Section shall permit the Board to approve or deny a lessee.

(b) General. Lots may be leased only in their entirety; no fraction or portion may be rented. There shall be no subleasing of Lots or assignment of leases unless approved in writing by the Board. All leases shall be for a period of at least one (1) year unless otherwise approved in writing by the Board. Short-term rentals, transient tenants, and any other service utilized to temporarily rent or lease Lots as accommodations to guests or tenants (for example, Airbnb, HomeAway, VRBO, or other similar services) are expressly prohibited. Such prohibition applies whether or not the Owner resides at the Town Home. The Lot Owner must provide the lessee copies of the Declaration, Bylaws, and Association rules and regulations.

(c) Liability for Assessments and Compliance with Declaration, Bylaws, and Rules and Regulations. Any lease of a Lot shall be deemed to contain the following provisions, whether or not expressly therein stated, and each Owner covenants and agrees that any lease of a Lot shall contain the following language and agrees that if such language is not expressly contained therein, then such language shall be incorporated into a lease by existence of this covenant on the Lot. Any lessee, by occupancy of a Lot under the definition of "leasing" stated herein, agrees to the applicability of this covenant and incorporation of the following language into the lease.

(i) Liability for Assessments. Lessee agrees to be personally obligated for the payment of all assessments and all other charges which become due as a consequence of lessee's activities, including, but not limited to, activities which violate provisions of the Declaration, the Bylaws, or the rules and regulations adopted pursuant thereto. The above

provision shall not be construed to release the Lot Owner from any obligation, including the obligation for assessments, for which he or she would otherwise be responsible.

Additionally, when a Lot Owner who is leasing his or her Lot fails to pay any assessment or any other charge for a period of more than thirty (30) days after it is due and payable, then the delinquent Lot Owner hereby consents to the assignment of any rent received from the lessee during the period of delinquency, and, upon demand by the Board of Directors, lessee shall pay to the Association all unpaid annual and special assessments and other charges, as lawfully determined and made payable during the remaining term of the lease and any other period of occupancy by lessee following such demand. All such payments made by lessee shall reduce, by the same amount, lessee's obligation to make monthly rental payments to lessor. If lessee fails to comply with the Board's demand to pay assessments or other charges to the Association, lessee shall be personally obligated to pay to the Association all late charges, fines, interest, and costs of collection, including, but not limited to, reasonable attorney's fees actually incurred, to the same extent lessee would be required to make such payments to the Association if lessee were the Owner of the premises during the term of the agreement and any other period of occupancy by lessee, and including all amounts paid by lessee to lessor following the date of such demand from the Board.

(ii) Compliance with Declaration, Bylaws, and Rules and Regulations. Lessee shall abide by and comply with all provisions of the Declaration, Bylaws, and rules and regulations adopted pursuant thereto and shall control the conduct of all other occupants and guests in order to insure compliance with the foregoing. Lessee acknowledges that the violation by lessee or any occupant living with lessee of any provision of the Declaration, Bylaws, or rules and regulations adopted thereunder shall constitute a default under this lease. Owner shall cause all occupants of his or her Lot to comply with the Declaration, Bylaws, and the rules and regulations adopted pursuant thereto, and is responsible for all violations and losses caused by such occupants, notwithstanding the fact that such occupants of the Lot are fully liable and may be sanctioned for any violation of the Declaration, Bylaws, and rules and regulations adopted pursuant thereto. If the lessee, or a person living with the lessee, violates the Declaration, Bylaws, or a rule and regulation for which a fine is imposed, such fine may be assessed against the lessee and/or the Owner; provided, however, if a fine is not paid by the lessee within the time period set by the Board of Directors, the Owner shall pay the fine upon notice from the Board of the lessee's failure to do so. Unpaid fines shall constitute a lien against the Lot. Any lessee charged with a violation of the Declaration, Bylaws, or rules and regulations adopted pursuant thereto is entitled to the same procedure to which an Owner is entitled prior to the imposition of a fine or other sanction.

Any violation of the Declaration, Bylaws, or rules and regulations adopted pursuant thereto by lessee, any occupant, or any person living with lessee is deemed to be a violation of the terms of the lease and authorizes the Owner to terminate the lease without liability and to evict the lessee in accordance with Georgia law. The Owner hereby delegates and assigns to the Association, acting through the Board, the irrevocable power and authority of enforcement against the lessee for breaches resulting from the violation of the Declaration, Bylaws, and the rules and regulations

adopted pursuant thereto, including the irrevocable power and authority to evict the lessee on behalf and for the benefit of the Owner, in accordance with the terms hereof, or to require the Owner to do so. In the event the Association proceeds to evict the tenant, any costs, including attorney's fees and court costs, associated with the eviction shall be specially assessed against the Lot and the Owner thereof, such being deemed hereby as an expense which benefits the leased Lot and the Owner thereof.

(iii) Use of Common Property. The Owner transfers and assigns to the lessee, for the term of the lease, any and all rights and privileges that the Owner has to use the Common Property, including, but not limited to, the use of any and all recreational facilities and other amenities, if any; provided, however, the Owner shall retain the right to use the Common Property for ingress and egress to and from the Owner's Lot.

9.3. Leasing Administration Fee. The leasing of Lots in the Community creates administrative burdens for the Association, including, but not limited to, updating the Association's records and ensuring compliance with this Article. Any Owner who leases a Lot will be required to pay the Association an annual Leasing Administration Fee. The initial Leasing Administration Fee shall be one hundred and fifty dollars (\$150.00) per year. The Board of Directors, in its sole discretion, and from time to time, may increase or decrease the annual Leasing Administration Fee.

9.4. Applicability of this Article. This Article shall not apply to any leasing transaction entered into by or on behalf of the Declarant or the Association.

ARTICLE X. MAINTENANCE RESPONSIBILITY

10.1. Association's Responsibility. The Association shall maintain and keep in good repair the Common Property. This maintenance shall include, without limitation, maintenance, repair, and replacement of all landscaping, grass areas, paving, mail kiosk, and other improvements situated on the Common Property. The Association shall also maintain and keep in good repair all water and sewer pipes or facilities which serve only the Common Property, to the extent that such pipes and facilities are not maintained by public, private, or municipal utility companies. The Association shall maintain the detention/retention ponds and entry areas that serve the Community; provided, however, in the event the Association enters into a cost-sharing agreement or other agreement with another Person relating to the detention/retention ponds, such detention/retention ponds shall be maintained pursuant to the terms of such agreement. Such maintenance shall be performed consistent with this Declaration and the Community-Wide Standard established pursuant hereto.

The Association shall also maintain and keep in good repair all landscaping installed by or on behalf of the Declarant or the Association within the Community, whether located on a Lot or Common Property, which shall consist of and be limited to: (i) mowing, edging, weeding,

trimming, and keeping any planting beds in good condition and free of weeds; (ii) watering of all landscaping and paying for all costs connected therewith; (iii) maintaining any irrigation system and all components of same; (iv) replacement of any dead vegetation; (v) replacement of pine straw/ground cover on a schedule as determined by the Board; and (vi) the adjustment and setting of the irrigation system and its automatic timers. Notwithstanding the foregoing, in the event a fence is installed on an Owner's Lot or on Limited Common Property assigned to an Owner's Lot, the Owner of such Lot shall be responsible for the maintenance of all landscaping located within the enclosed area; provided, however, the Association may maintain the landscaping located within such enclosed areas if the Board determines that it would be in the best interest of the Association and Community to do so, and in such event, the Owner shall provide the Association with access to such enclosed area(s).

The Association's maintenance shall specifically exclude the following, all of which shall be the responsibility of the Owner: (i) driveways, walkways, and front walks providing access to a Town Home or Lot; (ii) landscaping within any patio, planter, or courtyard, if any; (iii) all portions of the heating and air conditioning system serving the Town Home or Lot, including the compressor and any vents, electrical lines or other pipes or lines related thereto, whether or not located on the Owner's Lot; (iv) any pipe, line, conduit, structure, or other apparatus serving only one (1) Lot, whether or not located on the Owner's Lot; (v) utility boxes serving an Owner's Lot and Town Home; (vi) any landscaping located within any fenced area on a Lot or Limited Common Property, unless assumed by the Association as provided above; (vii) any additional landscaping installed by or on behalf of an Owner; and (viii) tree roots, including, but not limited to, tree roots entering into or otherwise affecting a pipe, line, conduit, structure, or other apparatus serving only one (1) Lot.

If, during the course of performing any maintenance required herein, the Association discovers that maintenance, repair, or replacement is required of an item which is the Owner's responsibility, and such maintenance, repair, or replacement must be performed for the Association to properly complete its maintenance project, then the Association may perform such work on behalf of the Owner and at the Owner's expense without prior notice to the Owner.

The Association, acting through the Board, may, but shall have no obligation to, make improvements, changes and/or alterations to the Common Property and those portions of the Lots that the Association maintains. This includes, but is not limited to, removal and/or addition of landscaping and hardscape, addition of parking areas, and changing of the topography of the Lots and Common Property, including the Limited Common Property.

Subject to the maintenance responsibilities herein provided, any maintenance or repair performed on or to the Common Property or any other area within the Community by an Owner or Occupant which is the Association's responsibility hereunder shall be performed at the sole expense of such Owner or Occupant, and the Owner or Occupant shall not be entitled to reimbursement from the Association even if the Association accepts the maintenance or repair.

Additionally, in the event an Owner or Occupant performs such maintenance or repair, the Association may require the Owner or Occupant to restore such property to substantially the same condition as it existed prior to such maintenance or repair or may fine the Owner or Occupant in accordance with the terms of this Declaration.

If the Board determines that the need for maintenance or repair is in those portions of the Community for which the Association is obligated to maintain and is caused through the actions or inactions of any Owner or Occupant, or his or her family, guests, lessees or invitees, then the Association may assess the cost of any such work against the Owner and the Owner's Lot.

10.2. Owner's Responsibility. Except as specifically provided in Section 10.1 above, each Owner shall maintain and keep in good repair, condition, and order the Owner's Lot, the Town Home located on such Owner's Lot, the Limited Common Property assigned to the Owner's Lot, and all structures located on such Owner's Lot and Limited Common Property assigned to the Owner's Lot. Without limiting the generality of the foregoing, each Owner is specifically responsible for: (i) the roof of the Owner's Town Home, which shall include the shingles, flashing, felt, roof decking and trusses; (ii) gutters and downspouts serving the Owner's Town Home; (iii) all portions of any balcony, deck, porch, stoop, or patio serving the Owner's Town Home, including surfaces, railings, steps, stairs, supports, and structures of same, and all dividing fences or structures between any balcony, deck, porch, or patio; (iv) all exterior surfaces of the Owner's Town Home, including any siding, brick, and trim; (v) all windows, window cases, window frames, window sills, glass surfaces, hardware, and caulking; (vi) all doors, garage doors, doorframes, glass surfaces, and hardware; (vii) shutters, columns, and pediments; (viii) driveways, walkways, and front walks providing access to a Town Home or Lot; (ix) landscaping within any patio, planter, or courtyard, if any; (x) all portions of the heating and air conditioning system serving the Town Home or Lot, including the compressor and any vents, electrical lines or other pipes or lines related thereto, whether or not located on the Owner's Lot; (xi) any pipe, line, conduit, or other apparatus serving only one (1) Lot, whether or not located on the Owner's Lot; (xii) utility boxes serving an Owner's Lot and Town Home; (xiii) any landscaping located within any fenced area on a Lot or Limited Common Property, unless assumed by the Association as provided in Section 10.1 above; (xiv) any additional landscaping installed by or on behalf of an Owner; (xv) tree roots, including, but not limited to, tree roots entering into or otherwise affecting a pipe, line, conduit, structure, or other apparatus serving only one (1) Lot; and (xvi) foundations and footings of the Town Home located on a Lot, including waterproofing.

Such maintenance shall be performed consistent with this Declaration and the Community-Wide Standard established pursuant hereto. Each Owner shall perform the Owner's responsibility hereunder in such manner so as not to unreasonably disturb other Lot Owners. In performance of such maintenance responsibilities hereunder, the Owner shall comply with all other provisions of this Declaration, including, but not limited to, Article VII of this Declaration. Each Owner shall also have the obligation to promptly report to the Association or its agent any defect or need for repairs, for which the Association is responsible to maintain, repair, and/or replace.

10.3. Failure to Maintain. If the Board determines that any Owner has failed or refused to discharge properly the Owner's obligation with regard to the maintenance as provided in this Article, then, except in the case of an emergency as determined in the sole discretion of the Board, the Association shall give the Owner written notice of the Owner's failure or refusal and of the Association's right to provide necessary maintenance, repair, or replacement at the Owner's cost and expense.

The notice shall set forth with reasonable particularity the maintenance, repair, or replacement deemed necessary by the Board. Unless the Board determines that an emergency exists, the Owner shall have ten (10) days within which to complete the maintenance or repair, or if the maintenance or repair is not capable of completion within such time period, to commence replacement or repair within ten (10) days and diligently pursue completion of such repair or replacement. If the Board determines that: (i) an emergency exists or (ii) that an Owner has not complied with the demand given by the Association as herein provided, then the Association may provide any such maintenance, repair, or replacement at the Owner's sole cost and expense, and such costs shall be an assessment and lien against the Owner and the Lot.

If, during the course of performing such maintenance, the Association discovers that maintenance, repair, or replacement is required of an item which is the Owner's responsibility, and such maintenance, repair, or replacement must be performed for the Association to properly complete its maintenance project, then the Association may perform such work on behalf of the Owner and at the Owner's expense without prior notice to the Owner.

In the event the Board exercises such self-help as provided herein, and in the event further self-help based upon the same or a substantially similar violation is deemed necessary by the Board within the following six (6) months, the Board may exercise such self-help without further notice to the Owner, and all costs shall be an assessment and lien against the Owner and the Lot.

The Board may alternatively enforce this Article through monetary fines against the Owner or Occupant of the Lot, and each day the maintenance, repair, or replacement is not completed shall constitute a separate violation for which fines may be assessed on a daily basis.

10.4. Maintenance Standards and Interpretation. The Board of Directors, in its discretion, may determine schedules of maintenance and repair for the Common Property and any other property within the Community which the Association is responsible to maintain hereunder, and may do so based on the availability of funds for performance of such projects. The Board shall attempt to determine and prioritize schedules based on its opinion of severity of damage and need for corrective work or maintenance. Maintenance and repairs which are part of the Association's responsibility need not be made upon Owner request if, in the Board's discretion, an emergency condition does not exist and such maintenance or repair is included or is to be included within the Board's schedule of maintenance or repairs.

The maintenance standards and the enforcement thereof and the interpretation of maintenance obligations under this Declaration may vary from one term of the Board to another. These variances shall not constitute a waiver by the Board of the right to adopt and enforce maintenance standards under this Article. No decision or interpretation by the Board shall constitute a binding precedent with respect to subsequent decisions or interpretations of the Board.

10.5. Measures Related to Insurance Coverage. The Board shall have the authority to require any Lot Owner to do any act or perform any work involving portions of the Community which are the Owner's maintenance responsibility, which will, in the Board's sole discretion, decrease the possibility of fire or other damage in the Community, reduce the Association's insurance premium(s) or otherwise assist the Board in procuring or maintaining insurance coverage. This authority shall include, but shall not be limited to, requiring Owners to insulate pipes sufficiently or take other preventive measures to prevent freezing of water pipes; requiring Owners to install smoke detectors; requiring Owners to make improvements to the Lots and Town Homes; and such other measures as the Board may reasonably require so long as the costs of such work does not exceed in any twelve (12) month period the greater of either five hundred (\$500.00) dollars per Lot or 1/6th of the annual assessment then in effect.

10.6. LIMITATION OF LIABILITY. THE ASSOCIATION SHALL NOT BE LIABLE FOR INJURY OR DAMAGE TO PERSON OR PROPERTY CAUSED BY THE ELEMENTS OR BY THE OWNER OF ANY LOT, OR ANY OTHER PERSON, OR RESULTING FROM ANY UTILITY, RAIN, SNOW OR ICE WHICH MAY LEAK OR FLOW FROM ANY PORTION OF THE COMMUNITY OR FROM ANY PIPE, DRAIN, CONDUIT, APPLIANCE OR EQUIPMENT. THE ASSOCIATION SHALL NOT BE LIABLE TO THE OWNER OF ANY LOT OR SUCH OWNER'S OCCUPANT, GUEST, OR FAMILY, FOR LOSS OR DAMAGE, BY THEFT OR OTHERWISE, OF ANY PROPERTY WHICH MAY BE STORED IN OR UPON ANY OF PORTION OF THE COMMUNITY. THE ASSOCIATION SHALL NOT BE LIABLE TO ANY OWNER, OR ANY OWNER'S OCCUPANT, GUEST OR FAMILY FOR ANY DAMAGE OR INJURY CAUSED IN WHOLE OR IN PART BY THE ASSOCIATION'S FAILURE TO DISCHARGE ITS RESPONSIBILITIES UNDER THIS ARTICLE WHERE SUCH DAMAGE OR INJURY IS NOT A FORESEEABLE, NATURAL RESULT OF THE ASSOCIATION'S FAILURE TO DISCHARGE ITS RESPONSIBILITIES. NO DIMINUTION OR ABATEMENT OF ASSESSMENTS SHALL BE CLAIMED OR ALLOWED BY REASON OF ANY ALLEGED FAILURE OF THE ASSOCIATION TO TAKE SOME ACTION OR PERFORM SOME FUNCTION REQUIRED TO BE TAKEN OR

PERFORMED BY THE ASSOCIATION UNDER THIS DECLARATION, OR FOR INCONVENIENCE OR DISCOMFORT ARISING FROM THE MAKING OF REPAIRS OR IMPROVEMENTS WHICH ARE THE RESPONSIBILITY OF THE ASSOCIATION, OR FROM ANY ACTION TAKEN BY THE ASSOCIATION TO COMPLY WITH ANY LAW, ORDINANCE, OR WITH ANY ORDER OR DIRECTIVE OF ANY MUNICIPAL OR OTHER GOVERNMENTAL AUTHORITY.

ARTICLE XI. PARTY WALLS

11.1. General Rules of Law to Apply. To the extent not inconsistent with the provisions of this Article, the general rule of law regarding party walls and liability for personal damage due to negligence of willful acts or omissions shall apply to all Party Walls within the Community that are built as part of the original construction of the dwellings and any replacement thereof. In the event any portion of any structure or facility, as originally constructed, including, without limitation, any Party Wall, shall protrude over an adjoining Lot or dwelling, it shall be deemed that such Owners have granted perpetual easements to the adjoining Owner or Owners for continuing maintenance and use of the projection or Party Wall. The foregoing shall also apply to any replacements of any Party Walls. The foregoing conditions shall be perpetual in duration.

11.2. Painting. Each Owner shall be responsible for painting the portion of any Party Wall that faces his or her dwelling.

11.3. Repair, Replacement and Maintenance for Party Walls. Each Owner shall be responsible for painting the portion of any Party Wall that faces his or her dwelling.

(a) Generally. The cost of reasonable repair and maintenance of Party Walls (other than painting) shall be shared equally by the Owners of the dwellings sharing such improvements without prejudice, however, to the right of any Owner to call for a larger contribution from the other under any rule of law regarding liability for negligent or willful acts or omissions.

(b) Failure to Contribute. In the event that an Owner shall fail or refuse to pay his pro rata share of costs of repair, maintenance, or replacement of a Party Wall (whether or not through his or her own fault or the failure of his or her insurance company to pay any claim), then and in that event, the Owner advancing monies therefor shall have a right to file a claim of lien for such monies advanced in the public records and pursue any other available legal remedies against such other Owner.

(c) Alterations. The Owner of a dwelling sharing a Party Wall with an adjoining dwelling shall not cut windows or other openings in the Party Wall, nor make any alterations, additions or structural changes in the Party Wall.

(d) Weatherproofing. Notwithstanding any other provisions of this Declaration, an Owner who by his or her negligent or willful act causes a Party Wall to be exposed to the elements shall bear the whole cost of furnishing the necessary protection against such elements.

(e) Easements. Each Owner sharing a Party Wall shall have all easement rights reasonably necessary to perform the obligations contained herein over the Lots or dwellings sharing the Party Wall. Without limiting the generality of the foregoing, in the event an electrical meter, electrical apparatus, CATV cable or other utilities apparatus is installed within a Lot and serves more than such Lot, the Owners of the other Lot(s) served thereby shall have an easement for access to inspection and repair of such apparatus, provided that such easement rights shall be exercised in a reasonable manner and the Owner of the Lot encumbered by the easement shall be reimbursed for any physical damage to his Lot as a result of such exercise by the Owner(s) making use of such easement(s).

ARTICLE XII. EASEMENTS

12.1. Easements for Use and Enjoyment. Every Owner of a Lot shall have a right and easement of ingress and egress, use and enjoyment in and to the Common Property, which shall be appurtenant to and shall pass with the title to the Owner's Lot, subject to the following provisions:

(a) the right of the Association to charge reasonable admission and other fees for the use of any portion of the Common Property, to limit the number of guests of Lot Owners and tenants who may use the Common Property, and to provide for the exclusive use and enjoyment of specific portions thereof at certain designated times by an Owner, the Owner's family, tenants, guests, and invitees;

(b) the right of the Association, acting through the Board, to make and to enforce reasonable rules and regulations governing the use of the Lots and the Common Property, including the Limited Common Property;

(c) the right of the Board to designate certain portions of the Common Property as Limited Common Property;

(d) the terms and conditions of this Declaration, the Bylaws, and the rules and regulations of the Association;

(e) the right of the Association to suspend the right of an Owner to use the Common Property, for any period during which any assessment against the Owner or Owner's Lot which is provided for herein remains unpaid and for a reasonable period of time for an infraction of the Declaration, Bylaws, or rules and regulations, and to suspend vehicular access privileges;

(f) the right of the Association to borrow money as may be set forth in this Declaration and the Bylaws; provided, however, the lien and encumbrance of any such mortgage given by the Association against the Common Property shall be subject and subordinate to any rights, interests, options, easements, and privileges herein reserved or established for any Lot or Lot Owner;

(g) the right of the Association to grant permits, licenses, or easements across the Common Property;

(h) the right of the Association to entered into easement and cost-sharing agreement with other Persons that benefit and/or burden the Community pursuant to such terms as the Board deems reasonable;

(i) the right of the Board of Directors to convey all or a portion of the Common Property to any Person upon the written approval of at least two-thirds (2/3) of the total vote of the Association membership; provided, however, in the event such Common Property includes any portion of Limited Common Property, such written approval must be that of at least two-thirds (2/3) of the total vote of the Association membership and the Owner(s) of the Lot(s) that such Limited Common Property has been assigned; provided further, such written approval shall not be required for the Board to reconvey property to the Declarant in accordance with Article III, Section 3.7 of this Declaration;

Any Lot Owner may delegate the Owner's right of use and enjoyment in and to the Common Property and facilities located thereon to the members of the Owner's family, or to the Owner's tenants and guests, and shall be deemed to have made a delegation of all such rights to the Occupants if the Owner's Lot is leased; provided, however, the Owner shall retain such rights necessary for ingress and egress to and from the Owner's Lot and Town Home.

12.2. Easements for Encroachment and Overhang. There shall be reciprocal appurtenant easements for encroachment and overhang as between each Lot and such portion or portions of the Common Property adjacent thereto or as between adjacent Lots due to trees or the unintentional placement or settling or shifting of the improvements constructed, reconstructed, or altered thereon (in accordance with the terms of this Declaration) to a distance of not more than three (3) feet, as measured from any point on the common boundary between each Lot and the adjacent portion of the Common Property or as between adjacent Lots, as the case may be, along a line perpendicular to such boundary at such point.

12.3. Easements for Utilities. There is hereby reserved to the Declarant and the Association blanket easements upon, across, above and under all property within the Community for access, ingress, egress, installation, repairing, replacing, and maintaining all utilities serving the Community or any portion thereof, including, but not limited to, gas, water, sanitary sewer, telephone and electricity, as well as storm drainage and any other service such as, but not limited to, a master television antenna system, cable television system, or security system which the

Association may have installed to serve the Community. It shall be expressly permissible for the Declarant or the Association to install, repair, replace, and maintain or to authorize the installation, repairing, replacing, and maintaining of such wires, conduits, cables and other equipment related to the providing of any such utility or service. Should any party furnishing any such utility or service request a specific license or easement by separate recordable document, the Declarant or the Board on behalf of the Association shall have the right to grant such easement. Nothing contained in this Section shall require or obligate the Declarant or the Association to maintain such easement areas, or any facilities or improvements located therein or thereon.

12.4. Easement for Entry. The Association shall have an easement to enter onto any Lot and dwelling for emergency, security, safety, and for other purposes reasonably necessary for the proper maintenance and operation of the Community, which right may be exercised by the Association's Board of Directors, officers, agents, employees, managers, and all police officers, firemen, ambulance personnel, and similar emergency personnel in the performance of their respective duties. Except in an emergency situation, entry shall be only during reasonable hours and after notice to the Owner or Occupant; provided, however, no notice to the Owner or Occupant shall be required for the Association to perform its maintenance obligations as set forth in this Declaration. This right of entry shall include the right of the Association to enter a Lot to cure any violation of the Declaration, Bylaws, or rules and regulations of the Association and any condition which may increase the possibility of a fire or other hazard in the event that an Owner fails or refuses to cure the condition upon request by the Board. Nothing contained in this Section shall require the Association to enter onto any Lot or dwelling for emergency, security, safety, or for other purposes.

12.5. Easement for Construction and Sales. Until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use, and so long as Declarant has the right to unilaterally annex additional property to this Declaration, the Declarant reserves an easement across the Community for Declarant and any approved Builder by Declarant to maintain and carry on development activities upon such portion of the Community as Declarant may reasonably deem necessary. This easement shall include an easement for such facilities and activities which in the sole opinion of Declarant may be required, convenient, or incidental to the development, construction, and sales activities related to the property in or near the Community. This easement shall include, without limitation, the following:

(a) The right of access, ingress and egress for vehicular and pedestrian traffic and construction activities over, under, on or in any portion of the Community as well as upon any Lot in the Community;

(b) The right to tie into any portion of the Community with driveways, parking areas, roads, and walkways;

(c) The right to tie into or otherwise connect and use (without a tap-on or other fee for doing so), replace, relocate, maintain, and repair any device which provides utility or similar services;

(d) The right to place directional or marketing signs on any portion of the Community, including upon any Lot or the Common Property;

(e) The right to alter drainage and water flow across any property in the Community, including the Lots; and

(f) The right to construct and operate business offices, signs, construction trailers, model homes, and sales offices incidental to its construction, development and sales activities.

The Declarant and Builders shall not be required to obtain the approval or consent of the Association, the Board, the ACC, or any director, officer, or member of same, to exercise any right granted to it pursuant to this Section. Further, Declarant shall have the unilateral right, but not the obligation, to record a separate document or record and/or amend any plat for the Community reflecting the establishment of any of the above easements.

12.6. Easement for Entrance Sign and Landscaping. The Association shall have an easement over any portion of a Lot on which any entrance feature, including, but not limited to, the Community sign, fencing and landscaping, are located. Such entrance features shall remain the personal property of the Association. The Association shall be solely liable for the maintenance, repair and/or replacement of the entrance features, fencing, landscaping, and annual flowers. The Association shall additionally have an easement for the installation and maintenance of utility and water lines across the Lot to the entrance features.

12.7. Fence Easement. Declarant hereby reserves an easement to itself and the Association across any Lot which borders the perimeter of the Community and any Lot that borders or contains a portion of any water facility, detention pond, or retention pond for the purpose of erecting a fence. The Owner of a Lot on which any portion of a fence is located shall be responsible for the maintenance and repair of the fence as part of the Owner's maintenance obligations; provided, however, the Declarant or the Association may, but is not obligated to, repair and maintain any fence installed by or on behalf of the Declarant. Nothing contained in this Section shall require the Declarant or the Association to install any fence.

12.8. Drainage Easement. Declarant, Builders, and the Association shall have an easement across the Community for the purpose of altering drainage and water flow across any property in the Community, including the Lots. This right shall include altering swales, installing drains, drainage ditches, pipes, inlets, and altering, channeling, or piping water flow. Rights exercised pursuant to this easement shall be exercised with a minimum interference to the quiet

enjoyment of affected properties. Except as may be specifically set forth in this Declaration, neither the Declarant, Builders, nor the Association shall have any obligation to maintain such drainage easements or any obligation to alter swales, install drains, drainage ditches, pipes, inlets, or alter, channel, or pipe water flow.

ARTICLE XIII. SALE OF LOTS

13.1. Grantor's Obligation for Notice. A Lot Owner intending to make a transfer or sale of a Lot or any interest in a Lot shall give the Board written notice of such intention within seven (7) days after execution of the transfer or sales documents. The Owner shall furnish the Board, as part of the notice, the name and address of the intended grantee and such other information as the Board may reasonably require. This Article shall not be construed to create a right of first refusal in the Association or in any third party.

13.2. Grantee's Obligation for Notice. Within seven (7) days after receiving title to a Lot, the grantee of the Lot shall give the Board written notice of such ownership of the Lot. Upon failure of an Owner to give the required notice within the seven (7) day period provided herein, the Board may levy a fine against the Lot and Owner thereof, and assess the Owner for all costs incurred by the Association in determining the Owner's identity.

ARTICLE XIV. INSURANCE

14.1. Hazard Insurance. The Association's Board or its duly authorized agent shall have the authority to and shall obtain a property insurance policy or policies for all insurable improvements on the Common Property, Lots and Town Homes as provided below. The Board shall utilize reasonable efforts to secure a property insurance policy providing "all risk" coverage in an amount equal to full replacement cost, before application of deductibles, of the Common Property, Lots and Town Homes. If "all risk" coverage is not reasonably available at reasonable cost, as determined in the sole discretion of the Board, the Board shall obtain, at a minimum, fire and extended coverage, including coverage for vandalism and malicious mischief, in like amounts. The Association's insurance policy may exclude improvements and betterments made by an Owner, including such Owner's predecessors-in-title, and shall exclude all personal property of the Owners and/or Occupants.

The insurance required by this subparagraph shall include all foundations, roofs, roof structures, and interior and exterior walls, including windows and doors and the framing therefor. Such insurance shall cover the following items with respect to each Town Home regardless of who is responsible for maintaining them under the Declaration:

- (a) The HVAC system serving the Town Home;
- (b) All Sheetrock and plaster board comprising the walls and ceilings of the

Town Home; and

(c) The following items within Town Home of the type and quality initially installed, or replacements thereof of like kind and quality in accordance with the original plans and specifications, or as they existed at the time the Town Home was initially conveyed if the original plans and specifications are not available: floors and subfloors; wall, ceiling, and floor coverings; plumbing and electrical lines and fixtures; built-in cabinetry and fixtures; and appliances used for refrigeration, cooking, dishwashing, and laundry.

14.2. Liability Insurance and Directors' and Officers' Liability Insurance. The Association shall obtain and maintain liability insurance on the Common Property covering the Association and its members for all damage or injury, including bodily injury, death, and property damage, caused by the negligence of the Association or any of its members or agents in their capacities as such, and, if reasonably available, directors' and officers' liability insurance. The liability policy shall have a combined single limit of at least one million (\$1,000,000.00) dollars. The Association may, but shall not be required, to maintain liability insurance covering the Lots and Town Homes.

14.3. Premiums and Deductible on Association Policies. Premiums for all insurance obtained by the Association shall be a common expense of the Association. The policies may contain a reasonable deductible, and the amount thereof shall not be subtracted from the face amount of the policy in determining whether the insurance at least equals the full replacement cost.

14.4. Policy Terms. All such insurance coverage obtained by the Board shall be written in the name of the Association. Such insurance shall be governed by the following provisions:

(a) All policies shall be written with a company licensed to do business in Georgia.

(b) All policies on the Common Property shall be for the benefit of the Association and its members.

(c) Exclusive authority to adjust losses under policies obtained by the Association shall be vested in the Board; provided, however, no Mortgagee having an interest in such losses may be prohibited from participating in the settlement negotiations, if any, related thereto.

(d) In no event shall the insurance coverage obtained and maintained by the Board hereunder be brought into contribution with insurance purchased by individual Owners, occupants, or their Mortgagees, and the insurance carried by the Association shall be primary.

(e) All casualty insurance policies shall have an inflation guard endorsement and an agreed amount endorsement if these are reasonably available and all insurance policies should be reviewed annually by one or more qualified persons.

The Board shall be required to use reasonable efforts to secure insurance policies that will provide for the following:

(1) a waiver of subrogation by the insurer as to any claims against the Board, the Association's manager, if any, the Owners and their respective tenants, servants, agents, and guests;

(2) a waiver by the insurer of its rights to repair and reconstruct instead of paying cash;

(3) a provision that no policy may be canceled, invalidated, suspended or subjected to nonrenewal on account of any one or more individual Owners, and a provision that no policy may be canceled, invalidated, suspended, or subjected to nonrenewal due to any defect or conduct of any director, officer, or agent of the Association or its duly authorized manager without prior demand in writing delivered to the Association to cure the defect or to cease the conduct and the allowance of a reasonable time for the required cure to be performed;

(4) that any "other insurance" clause in any policy exclude individual Owners' policies from consideration; and

(5) that no policy may be canceled or substantially modified or subjected to nonrenewal without at least thirty (30) days prior written notice to the Association.

14.5. Individual Lot Owner Insurance. Every Owner shall be obligated to obtain and maintain at all times insurance covering those portions of his or her Lot, Town Home and Limited Common Property, including betterments and improvements, to the extent not insured by policies maintained by the Association. Upon request by the Board, the Owner shall furnish a copy of such insurance policy or policies to the Association. In the event that any Owner fails to obtain insurance or fails to furnish proof of a current insurance policy in effect, the Association may, but shall have no obligation, purchase such insurance on behalf of the Owner and assess the cost thereof to the Owner. The Association may in addition, or in the alternative, impose a monetary fine to enforce this provision.

The Board shall upon request make available for review by Owners a copy of the Association's insurance policies to allow Owners to assess their personal insurance needs.

14.6. Insurance Deductible. In the event of an insured loss, any required deductible may be assessed in accordance with this Section. If the loss affects more than one Lot or Town Home, or affects one or more Lots or Town Homes and the Common Property, the cost of the deductible

may be apportioned equitably by the Board among the parties suffering loss in proportion to each affected party's portion of the total cost of repair, or otherwise as the Board determines equitable. If the loss affects only one Lot or Town Home, or only Limited Common Property assigned to one Lot, the cost of the deductible may be assessed by the Board against the Owner of the Lot, or otherwise as the Board determines equitable. If the loss affects Common Property which has not been assigned as Limited Common Property, the cost of the deductible may be paid by the Association, or otherwise assessed as the Board determines equitable. Notwithstanding this, if the insurance policy provides that the deductible will apply to each Lot separately or to each occurrence, each Owner shall be responsible for paying any deductible pertaining to his or her Lot. If any Owner fails to pay the deductible when required hereunder, then the Association may pay the deductible and assess the cost to the Owner.

14.7. Termite Bond. Each Owner shall take all steps necessary to prevent, and treat for, termites. Further, each Owner shall obtain and maintain a termite bond of his or her Town Home. Upon request by the Board, the Owner shall furnish evidence demonstrating such steps the Owner has taken to prevent, and treat for, termites, and a copy of such termite bond to the Association. In the event that any Owner fails to take all steps necessary to prevent, and treat for, termites or fails to obtain and maintain a termite bond, or fails to furnish proof of such steps or a current termite bond in effect, the Association may take such steps necessary to prevent, and treat for, termites and/or purchase such termite bond on behalf of the Owner and assess the cost thereof to the Owner. The Association may in addition, or in the alternative, impose a monetary fine to enforce this provision. Nothing contained in this Section shall require the Association to take any action to prevent, and treat for, termites, or obtain a termite bond.

Alternatively, the Association, acting through the Board, may, but shall not be required to, assume the responsibility to take such steps necessary to prevent, and treat for, termites throughout the Community. The Association, acting through the Board, may additionally, but shall not be required to, obtain and maintain a termite bond for all Town Homes throughout the Community. In the event the Association assumes such responsibility and/or obtains a termite bond, the Association may require the Owners to reassume such responsibility and/or obtain a termite bond upon sixty (60) days written notice to all Owners.

ARTICLE XV. REPAIR AND RECONSTRUCTION

15.1. Insured Lost. In the event of damage to or destruction of all or any part of the Community that is insured by the Association, as a result of fire or other casualty that is covered by insurance that the Association has obtained, unless eighty (80%) percent of the Owners, including the Owner(s) of any damaged Lot(s) and/or Town Home(s), vote not to proceed with the reconstruction and repair of the structure, the Board or its agent shall arrange for and supervise the prompt repair and restoration of the structure. In the event of substantial damage or destruction, each Eligible Mortgage Holder shall be entitled to written notice of the damage, and nothing in

these documents shall be construed to afford a priority to any Owner with respect to the distribution of proceeds to any such Lot or Town Home.

15.2. Cost Estimates. Promptly after a fire or other casualty that is covered by insurance that the Association has obtained causing damage to the Community that is insured by the Association, the Board shall obtain reliable and detailed estimates of the cost of repairing and restoring the structures (including any damaged Lot or Town Home) to substantially the condition which existed before such casualty, allowing for any changes or improvements necessitated by changes in applicable building codes, but excluding any betterments or improvements made by the Owner of a Lot or Town Home, or such Owner's predecessor-in-title. Such costs may also include professional fees and premiums for such bonds as the Board determines to be necessary.

15.3. Source and Allocation of Proceeds. If the proceeds of insurance are not sufficient to defray the estimated costs of reconstruction and repair, as determined by the Board, or if at any time during the reconstruction and repair or upon completion of reconstruction and repair the funds for the payment of the costs thereof are insufficient, the additional costs shall be assessed against the Owners(s) of the Lot(s), Town Home(s), or Limited Common Property damaged in proportion to the damage to the Lot(s), Town Home(s), or Limited Common Property, or against all Owners, in the case of insufficient funds to cover damage to the Common Property. This assessment shall not be considered a special assessment. If there are surplus funds after repair and reconstruction is completed, such funds shall be common funds of the Association to be used as directed by the Board.

15.4. Plans and Specifications. Any such reconstruction or repair shall be substantially in accordance with the plans and specifications under which the Community was originally constructed, except where changes are necessary to comply with current applicable building codes. To the extent sufficient insurance proceeds are available from insurance obtain by an Owner, the Association shall reconstruct or repair Owner betterments and improvements damaged as a result of fire or other casualty.

15.5. Encroachments. Encroachments upon or in favor of Lots which may be created as a result of such reconstruction or repair shall not constitute a claim or basis for any proceeding or action by the Owner upon whose property such encroachment exists, provided that such reconstruction was substantially in accordance with the architectural plans under which the Community was originally constructed. Such encroachments shall be allowed to continue in existence for so long as the reconstructed building shall stand.

15.6. Construction Fund. The net proceeds of the insurance collected on account of a casualty and the funds collected by the Association from assessments against Owners on account of such casualty shall constitute a construction fund which shall be disbursed in payment of the cost of reconstruction and repair as set forth in this Article to be disbursed by the Association in appropriate progress payments to such contractor(s), supplier(s), and personnel performing the

work or supplying materials or services for the repair and reconstruction of the buildings as are designated by the Board.

ARTICLE XVI. MORTGAGEE'S RIGHTS

16.1. Foreclosure. Where the Mortgagee holding a first Mortgage of record or other purchaser of a Lot obtains title pursuant to judicial or nonjudicial foreclosure of the first Mortgage, it shall not be liable for assessments or charges by the Association chargeable to such Lot which became due prior to such acquisition of title. Such acquirer shall be responsible for all charges accruing subsequent to the passage of title.

16.2. Eligible Mortgage Holder. A Mortgage Holder shall become an Eligible Mortgage Holder if the Mortgage Holder provides to the Association in writing its name, address, and phone number, as well as the address of the Lot and name of the Lot Owner to which it holds a Mortgage; provided, however, a settlement statement (HUD-1) from a closing shall not be sufficient information to enable a Mortgage Holder to become an Eligible Mortgage Holder. Upon becoming an Eligible Mortgage Holder, an Eligible Mortgage Holder shall be entitled to timely written notice of the following:

(a) any delinquency in the payment of assessments or charges owed by an Owner of a Lot subject to a first Mortgage held by such Eligible Mortgage Holder which remains unsatisfied for a period of sixty (60) days, and any default in the performance by an individual Owner of any other obligation under this Declaration which is not cured within sixty (60) days; or

(b) any lapse, cancellation, or material modification of any insurance policy maintained by the Association.

16.3. Financial Statement. Any holder of a first Mortgage shall be entitled, upon written request, to receive within a reasonable time after request, a copy of the financial statement of the Association for the immediately preceding fiscal year, free of charge to the Mortgagee so requesting.

16.4. Non-Impairment. Notwithstanding anything to the contrary herein contained, the provisions of this Declaration governing sales and leases shall not apply to impair the right of any first Mortgagee to: (i) foreclose or take title to a Lot pursuant to remedies contained in its Mortgage; (ii) take a deed or assignment in lieu of foreclosure; or (iii) sell, lease, or otherwise dispose of a Lot acquired by the Mortgagee.

16.5. Notice to Association. Upon request, each Owner shall be obligated to furnish to the Association the name and address of the holder of any Mortgage encumbering such Owner's Lot.

ARTICLE XVII. AMENDMENTS

17.1. General. Subject to Section 17.2 of this Article, this Declaration may be amended by the affirmative vote or written consent, or any combination of affirmative vote and written consent, of members of the Association representing at least two-thirds (2/3) of the total eligible votes in the Association. Notice of a meeting, if any, at which a proposed amendment will be considered, shall state the fact of consideration and the subject matter of the proposed amendment. No amendment shall be effective until certified by the President and Secretary of the Association and filed in Cherokee County, Georgia land records.

17.2. Approval of Declarant. Until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use, any amendment to the Declaration or Bylaws must be approved in writing by the Declarant prior to becoming effective; and during such time, Declarant shall have the unilateral right to amend the Declaration for any purpose from time to time without the approval of the Association members.

17.3. Georgia Property Owners' Association Act. The majority of the Board of Directors, without the approval of the Association members, may record an amendment to submit the Declaration to the Georgia Property Owners' Association Act, O.C.G.A. § 44-3-220, et seq.; provided, however, such amendment must be approved by the Declarant, if the Declarant or any Builder owns any Lot subject to this Declaration.

17.4. Limitation Period. Any action to challenge the validity of this Declaration or an amendment adopted under this Article must be brought within one (1) year of the recording of same in the Cherokee County, Georgia land records. No action to challenge this Declaration or any such amendment may be brought after such time.

ARTICLE XVIII. GENERAL PROVISIONS

18.1. Enforcement. In addition to any other enforcement right set forth within the Declaration or Bylaws, the Association, acting through the Board of Directors, shall have the right to enforce, in its sole discretion, any violation of the Declaration, Bylaws or rules and regulations of the Association by a proceeding at law or in equity, or as otherwise provided herein. Failure of the Declarant or the Board of Directors to exercise their authority to take enforcement action authorized by the Declaration, Bylaws or rules and regulations of the Association shall not be grounds for any action against the Declarant, the Association, or the Board of Directors, or any of the directors, officers, employees, committee members, or agents of the foregoing. Owners may enforce the Declaration against other Owners by a proceeding at law or in equity.

(a) Fines and Suspensions of Use. The Board shall have the power to impose reasonable fines, which shall constitute a lien upon the Owner's Lot, for any violation of

the Declaration, Bylaws, or any Association rules and regulations. The Board shall further have the power to suspend the use of the Common Property for any violation of the Declaration, Bylaws, or any Association rules and regulations. If any Occupant violates the Declaration, Bylaws or Association rules and regulations and a fine is imposed, the fine may be imposed against the Owner and/or Occupant. The Board may establish and promulgate a fining schedule. The Board shall not impose a fine or suspend the right to use the recreational facilities, unless and until the Board has sent or delivered written notice to the Owner or Occupant as provided herein; provided, however, an Owner's right to use the recreational facilities shall automatically be suspended without notice during any period in which an Owner is more than thirty (30) days delinquent on any assessment or charge, and the Owner shall be ineligible to use the Common Property until the Owner's account balance has been paid in full.

(i) Notice. If any provision of the Declaration or Bylaws or any Association rule or regulation is violated, the Board shall send the violating Owner or Occupant written notice identifying the violation and fine and/or suspension being imposed and advising the Owner or Occupant of the right to request a hearing before the Board to contest the violation or the fine and/or suspension or to request reconsideration of the fine and/or suspension. Fines and suspensions may be effective or commence upon the sending of such notice or such later date specified in such notice, notwithstanding the Owner or Occupant's right to request a hearing before the Board to challenge the fine and/or suspension. In the event of a continuing violation, each day the violation continues or occurs again constitutes a separate offense, and fines may be imposed on a per diem basis without further notice to the Owner or Occupant. In the event an Owner or Occupant violates the same provision of the Declaration or Bylaws or any Association rule and regulation within six (6) months from the date of the notice, the Board may impose the fines and/or other sanction provided in the notice without further notice to the Owner or Occupant.

(ii) Hearing. If a written request for a hearing is received from the Owner or Occupant within ten (10) days of the date of the violation notice provided above, then the Board shall schedule and hold in executive session a hearing affording the Owner or Occupant a reasonable opportunity to be heard. The minutes of the meeting shall contain a written statement of the results of the hearing. The Board may establish rules of conduct for such hearing, which may include limits on time and on the number of participants who may be present at one time. Failure to request a timely hearing as provided herein shall result in loss of the right to challenge and request reconsideration of the fines or suspension. The Board of Directors may, but shall not be required to, suspend the fines and/or suspension until the date of the hearing.

(b) Suspension of Voting. A member's right to vote shall automatically be suspended during any period in which a member is more than thirty (30) days delinquent on any assessment or charge. The Association shall not be required to provide any notice to such member that the member's voting rights have been automatically suspended. The Board shall also have the right to suspend a member's right to vote for a reasonable period of time for any violation of the Declaration, Bylaws, or rules and regulations.

(c) Abatement and Self-Help. The Board or its designee may enter upon a Lot to exercise self-help in order to remove or abate any violation thereon of the Declaration; provided, however, the Board shall first provide the Owner of the Lot ten (10) days notice of the Board's intention to enter the Owner's Lot and provide the Owner with an opportunity to remove or abate the violation, provided further, such notice shall not be required if the Board determines that an emergency exists. All costs of self-help or of otherwise enforcing the Declaration, Bylaws or Association rules, including reasonable attorney's fees actually incurred, shall be assessed against the Owner, Occupant and/or Lot subject to the violation.

(d) Notice of Violation. The Association shall have the authority to record in the Cherokee County, Georgia land records a notice of violation identifying an uncured violation of the Declaration, Bylaws, or rules and regulations regarding a Lot.

(e) Enforcement Costs. The Owner or Occupant responsible for a violation shall be liable for all costs incurred in enforcement, including reasonable attorney's fees actually incurred, whether or not a legal proceeding in law or equity is filed in connection with the violation. In the event an Occupant is responsible for the violation, the Owner shall also be liable for all costs incurred in enforcement against such Occupant, including reasonable attorney's fees actually incurred, whether or not a legal proceeding in law or equity is filed in connection with the violation. All such costs shall be considered a specific assessment and shall become a lien against the Owner's Lot.

(f) Waiver. The failure of the Board to enforce any provision of the Declaration, Bylaws, or any rule or regulation shall not be deemed a waiver of the right of the Board to do so thereafter. Neither the Declarant, the Association, its Board of Directors, any duly created committee, any member of any of the foregoing, the Association's officers, nor agents shall have any liability of any kind as a result of any failure to enforce any provision contained in this Declaration, the Bylaws, or the rules and regulations of the Association. Each Owner acknowledges and agrees that the Association has the discretion to pursue covenant violations based on the gravity of the violation, the strength of the Association's legal and factual position, and the Association's financial position. The Association's decision regarding any specific covenant violation shall not affect the rights of other Owners with respect to that violation.

18.2. Duration. The covenants, conditions, restrictions, and easements within this Declaration shall run with and bind the property subject to this Declaration perpetually or as otherwise provided by Georgia law.

18.3. SECURITY. THE ASSOCIATION MAY, BUT SHALL NOT BE REQUIRED TO, FROM TIME TO TIME, PROVIDE MEASURES OR TAKE ACTIONS WHICH DIRECTLY OR INDIRECTLY IMPROVE SAFETY AT THE COMMUNITY; HOWEVER, EACH OWNER AND OCCUPANT, FOR HIMSELF OR HERSELF AND HIS OR HER TENANTS, GUESTS, LICENSEES,

AND INVITEES, ACKNOWLEDGES AND AGREES THAT THE ASSOCIATION IS NOT A PROVIDER OF SECURITY AND SHALL HAVE NO DUTY TO PROVIDE SECURITY AT THE COMMUNITY. IT SHALL BE THE RESPONSIBILITY OF EACH OWNER TO PROTECT HIS OR HER PERSON AND PROPERTY AND ALL RESPONSIBILITY TO PROVIDE SUCH SECURITY SHALL LIE SOLELY WITH EACH LOT OWNER.

THE ASSOCIATION SHALL NOT BE HELD LIABLE FOR ANY LOSS OR DAMAGE BY REASON OF FAILURE TO PROVIDE ADEQUATE SECURITY OR INEFFECTIVENESS OF SAFETY MEASURES UNDERTAKEN.

18.4. Dispute Resolution. Any Lot Owner or Occupant must give written notice to the Declarant, Builder, or Board requesting a hearing with the Declarant, Builder, or Board and attend such hearing to discuss amicable resolution of any dispute against the Declarant, Builder, or Association, respectively, before that Owner or Occupant files any lawsuit against the Declarant, Builder, the Association, the Board, or any officer or director, or any agent of same. The Owner or Occupant shall, in such notice and at the hearing, make a good faith effort to explain the grievance and resolve the dispute in an amicable fashion, and shall give the Declarant, Builder, or Association a reasonable opportunity to address the Owner's or Occupant's grievance before filing suit. Upon receiving a request for a hearing, the Declarant, Builder, or the Association shall give notice of the date, time, and place of the hearing to the Person requesting the hearing. The Declarant, Builder, or Association shall schedule the hearing for a date not less than seven (7) nor more than twenty-one (21) days from the date of receipt of the notice of hearing from the Person requesting the hearing. Alternatively, the Declarant, Builder, or Board may notify the Owner or Occupant that it is waiving the requirement of the Owner or Occupant to request and attend the hearing with the Declarant, Builder, or the Board.

18.5. No Discrimination. No action shall be taken by the Association or the Board of Directors which would discriminate against any person on the basis of race, creed, color, national origin, religion, sex, familial status, or handicap.

18.6. Indemnification. The Association shall indemnify every officer and director against any and all expenses, including, without limitation, attorney's fees, imposed upon or reasonably incurred by any officer or director in connection with any action, suit, or other proceeding (including settlement of any suit or proceeding, if approved by the then Board of Directors) to which such officer or director may be a party by reason of being or having been an officer or director. The officers and directors shall not be liable for any mistake of judgment, negligent or otherwise, except for their own individual willful misfeasance, malfeasance, misconduct, or bad faith. The officers and directors shall have no personal liability with respect to

any contract or other commitment made by them, in good faith, on behalf of the Association, and the Association shall indemnify and forever hold each such officer and director free and harmless against any and all liability to others on account of any such contract or commitment. Any right to indemnification provided for herein shall not be exclusive of any other rights to which any officer or director, or former officer or director, may be entitled. The Association shall maintain adequate general liability and officers' and directors' liability insurance to fund this obligation, if such coverage is reasonably available.

18.7. Eminent Domain. If all or any part of the Common Property shall be taken or conveyed in lieu of or under threat of condemnation by any authority having power of condemnation or eminent domain, each Owner shall be entitled to notice thereof. If the taking involves a portion of the Common Property on which improvements have been constructed, then, unless within sixty (60) days after such taking at least seventy-five percent (75%) of the Owners shall otherwise agree, the Association shall restore or replace such improvements so taken on the remaining Common Property to the extent land is available therefor.

18.8. Implied Rights. The Association may exercise any right or privilege given to it expressly by this Declaration, the Bylaws, the Articles of Incorporation of the Association, and every other right or privilege reasonably to be implied from the existence of any right or privilege given to it therein or reasonably necessary to effectuate any such right or privilege.

18.9. Severability. Invalidity of any one of these covenants or restrictions by judgment or court order or otherwise shall in no way affect the application of such provision to other circumstances or affect any other provision, which shall remain in full force and effect.

18.10. Conflicts. The duties, powers, and obligations of the Association, including the members, directors, and officers, shall be those set forth in the Georgia Nonprofit Corporation Code, the Declaration, the Bylaws, the Articles of Incorporation, and the rules and regulations of the Association. If there are conflicts or inconsistencies between such, then the provisions of the Georgia Nonprofit Corporation Code, the Declaration, the Bylaws, the Articles of Incorporation, and the rules and regulations of the Association, in that order, shall prevail; and each Owner of a Lot, by acceptance of a deed or other conveyance therefor, covenants to vote in favor of such amendments as will remove such conflicts or inconsistencies.

18.11. Preparer. This Declaration was prepared by Brendan R. Hunter, Lueder, Larkin & Hunter, LLC, 5900 Windward Parkway, Suite 390, Alpharetta, Georgia 30005.

IN WITNESS WHEREOF, the undersigned Declarant has executed this Declaration under seal this ____ day of _____, 20____.

DECLARANT:

STONECREST HOMES GA, LLC
a Georgia limited liability company

Signed, sealed and delivered
in the presence of:

By: _____ (Seal)

Name: _____

Witness: _____

Its: _____

Notary Public

[SIGNATURES CONTINUE ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the undersigned has consented to this Declaration under seal
this 15th day of May, 2023.

Signed, sealed and delivered
in the presence of:

Witness:

Erin Honea
Kayl
Notary Public



THE CITY OF HOLLY SPRINGS,
GEORGIA

By: Steven W. Miller (Seal)

Name: Steven W. Miller

Its: Mayor



IN WITNESS WHEREOF, the undersigned has consented to this Declaration under seal
this 17th day of May, 2023.

DOWNTOWN DEVELOPMENT
AUTHORITY OF HOLLY SPRINGS

Signed, sealed and delivered
in the presence of:

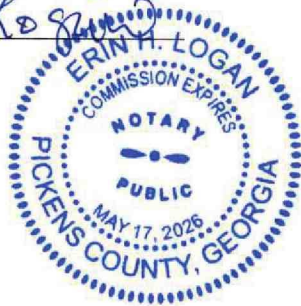
Witness:

Notary Public

By: [Signature] (Seal)

Name: Ollie Evans

Its: Chair



[SIGNATURES CONTINUE ON FOLLOWING PAGE]

EXHIBIT "A"

DESCRIPTION OF SUBMITTED PROPERTY

A parcel of land lying in Land Lots 343 and 344 of the 15th District, 2nd Section, City of Holly Springs, Cherokee County, Georgia and being more particularly described as follows:

Commence at the centerline intersection of Palm Street (having a variable public right-of-way) and Betty Barrett Way (having a variable public right-of-way); Thence run South 37 Degrees 07 Minutes 05 Seconds West for a distance of 25.78 feet to a found 1/2 inch rebar on the westerly right-of-way of aforementioned Palm Street and being the Point of Beginning of the parcel of land herein described;

Thence leaving said right-of-way run South 87 Degrees 25 Minutes 58 Seconds West for a distance of 196.73 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 15 Degrees 45 Minutes 27 Seconds West for a distance of 258.02 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 73 Degrees 59 Minutes 28 Seconds East for a distance of 45.37 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 15 Degrees 36 Minutes 50 Seconds West for a distance of 71.26 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 74 Degrees 39 Minutes 38 Seconds East for a distance of 33.98 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 74 Degrees 39 Minutes 38 Seconds East for a distance of 32.02 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run North 74 Degrees 39 Minutes 38 Seconds East for a distance of 79.47 feet to a set 5/8-inch capped rebar (L.S.F. 1322) on the westerly right-of-way of aforementioned Palm Street, said point lying on a curve to the right and having a radius of 10347.50 feet, a central angle of 00 Degrees 52 Minutes 44 Seconds, a chord bearing of South 16 Degrees 35 Minutes 16 Seconds East, and a chord distance of 158.75 feet; Thence run along the arc of said curve and said right-of-way for a distance of 158.75 feet to a point; Thence run South 16 Degrees 50 Minutes 44 Seconds East along said right-of-way for a distance of 7.12 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run South 16 Degrees 50 Minutes 44 Seconds East along said right-of-way for a distance of 79.35 feet to a set 5/8-inch capped rebar (L.S.F. 1322); Thence run South 16 Degrees 50 Minutes 44 Seconds East along said right-of-way for a distance of 5.28 feet to a point; Thence run South 14 Degrees 43 Minutes 42 Seconds East along said right-of-way for a distance of 96.10 feet to a point; Thence run South 11 Degrees 56 Minutes 39 Seconds East along said right-of-way for a distance of 26.83 feet to the Point of Beginning.

Said parcel containing 1.486 Acres.

EXHIBIT "B"

ADDITIONAL PROPERTY

Any real property located within one (1) mile radius from any property included in Exhibit "A" of this Declaration.

EXHIBIT “C”

BYLAWS

OF

COHSTC TOWN HOMES WEST COMMUNITY ASSOCIATION, INC.



LUEDER, LARKIN & HUNTER, LLC
ATTORNEYS AT LAW

5900 Windward Parkway, Suite 390
Alpharetta, Georgia 30005
770-685-7000
www.luederlaw.com

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BYLAWS
OF
COHSTC TOWN HOMES WEST COMMUNITY ASSOCIATION, INC.

ARTICLE I. GENERAL

1.1. Applicability. These Bylaws provide for the self-government of COHSTC Town Homes West Community Association, Inc., in accordance with the Articles of Incorporation filed with the Secretary of State and the Declaration of Covenants, Conditions, Restrictions, and Easements for COHSTC Town Homes West (hereafter referred to as the "Declaration"), recorded in the Cherokee County, Georgia land records.

1.2. Name. The name of the corporation is COHSTC Town Homes West Community Association, Inc. (hereafter referred to as the "Association").

1.3. Definitions. The terms used herein shall have their generally accepted meanings or the meanings specified in Article I of the Declaration.

1.4. Membership. Every Owner shall be deemed to have a membership in the Association. This is not intended to include Persons who hold an interest merely as security for the performance of an obligation, and the giving of a security interest shall not terminate the Owner's membership. No Owner, whether one or more Persons, shall have more than one (1) membership per Lot owned. In the event of multiple Owners of a Lot, votes and rights of use and enjoyment shall be as provided in the Declaration and in these Bylaws. Membership shall be appurtenant to and may not be separated from ownership of any Lot.

1.5. Voting. Members shall be entitled to one (1) equal vote for each Lot owned. When more than one (1) Person holds an ownership interest in any Lot, the vote for such Lot shall be exercised as those Owners determine among themselves. In the absence of such advice, the Lot's vote shall be suspended if more than one (1) Person seeks to exercise it. A member's right to vote shall automatically be suspended during any period in which a member is more than thirty (30) days delinquent on any assessment or charge, and the member shall be ineligible to vote on any matter until the member's account balance has been paid in full.

1.6. Entity Members. In the event an Owner is a corporation, partnership, trust, or other legal entity not being a natural person or persons, then any natural person who is an officer, director, or other designated agent of such corporation, partner of such partnership, beneficiary, or other designated agent of such trust, or manager of such other legal entity shall be eligible to represent such entity in the affairs of the Association. Such person's relationship with the Association shall terminate automatically upon the

termination of such person's relationship with the entity which is the Owner of the Lot. The membership rights of an Owner which is a corporation, partnership, or other legal entity shall be exercised by the individual designated from time to time by the Owner in a written instrument provided to the Secretary of the Association.

1.7. Purpose. The Association shall have the responsibility of administering the Community, establishing the means and methods of collecting the assessments in accordance with the Declaration, and performing all of the other acts that may be required to be performed by the Association pursuant to the Declaration and Georgia Nonprofit Corporation Code. Except as to those matters which the Declaration or the Georgia Nonprofit Corporation Code specifically require to be performed by the vote of the Association membership, the administration of the foregoing responsibilities shall be performed by the Board of Directors.

1.8. Electronic Communications.

(a) Records and Signatures. Whenever the Declaration or these Bylaws require that a document, record or instrument be written or in writing, the requirement is deemed satisfied by an electronic record pursuant to the Georgia Uniform Electronic Transactions Act. Whenever the Declaration or these Bylaws require a signature on a document, record or instrument, an electronic signature, in accordance with the Georgia Uniform Electronic Transactions Act, satisfies that requirement.

(b) Verification and Liability for Falsification. The Board of Directors may require reasonable verification of any electronic signature, document, record, or instrument. Absent or pending verification, the Board of Directors may refuse to accept any electronic signature or electronic record that, in the Board's sole discretion, is not authentic. Neither the Board of Directors nor the Association shall be liable to any Owner or any other Person for accepting or acting in reliance upon an electronic signature or electronic record that the Board of Directors reasonably believes to be authentic, or rejecting any such item which the Board of Directors reasonably believes not to be authentic. Any Owner or Person who negligently, recklessly or intentionally submits any falsified electronic record or unauthorized electronic signature shall fully indemnify the Association for actual damages, reasonable attorneys' fees actually incurred and expenses incurred as a result of such acts.

ARTICLE II. MEETINGS OF MEMBERS

2.1. Annual Meetings. The annual meeting of the members shall be held each year with the date, hour, and place to be set by the Board.

2.2. Special Meetings. Special meetings of the members may be called for any purpose at any time by the President or by request of any two (2) or more directors, or upon written petition of at least twenty-five (25%) percent of the total eligible vote of the Association membership. Any such written petition by the members must be submitted to the Association's Secretary. The Secretary shall then verify that the required number of

members have joined in the petition and shall submit the petition to the Association's President. The President shall then promptly call a special meeting for the purpose stated in the petition, and the Secretary shall send notice of the meeting in accordance with these Bylaws. Members petitioning for a special meeting may request the date, time and location of the meeting, but such request shall not be binding upon the Association.

2.3. Notice of Meetings. The Secretary shall mail or deliver to each member of the Association a notice of each Association meeting at least twenty-one (21) days prior to each annual meeting and at least ten (10) days prior to each special meeting. All notices shall state the date, time, and location of the annual or special meeting. If any member wishes notice to be given to an address other than the Owner's Lot address, the member shall designate such other address by written notice to the Secretary. The mailing or delivering of a meeting notice as provided in this Section shall constitute proper service of notice.

2.4. Telephonic or Virtual Meeting. In the Board's discretion, any meeting of the members may be held by means of remote telephone or electronic communication, including, but not limited to, virtual meeting platforms, video conferencing, the internet, or other similar means, provided all persons participating in the meeting can hear each other or can otherwise communicate with each other. The Board of Directors may adopt rules and procedures governing the conduct of meetings by remote telephone or electronic communication. For in-person meetings of the members, the Board of Directors may, but shall not be required, to allow attendance by remote telephone or electronic communication.

2.5. Waiver of Notice. Waiver of notice of a meeting of the members shall be deemed the equivalent of proper notice. Any member may, in writing, waive notice of any Association meeting, either before or after such meeting. Attendance at a meeting by a member, whether in person or represented by proxy, shall be deemed waiver by such member of notice of the date, time and location thereof unless such member specifically objects to lack of proper notice at the time the meeting is called to order. Attendance at a special meeting shall also be deemed waiver of notice of all business transacted at such meeting unless objection to lack of notice is raised before the business, of which proper notice was not given, is put to a vote.

2.6. Quorum. The presence, in person or by proxy, of members entitled to cast fifteen percent (15%) of the total eligible vote of the Association shall constitute a quorum. Once a quorum is established for a meeting, it shall conclusively be presumed to exist until the meeting is closed and shall not need to be reestablished. Members whose voting rights have been suspended pursuant to the Declaration or these Bylaws shall not be counted as eligible votes toward the quorum requirement.

2.7. Adjournment. Any meeting of the Association members may be adjourned from time to time for periods not exceeding ten (10) days by vote of the members holding the majority of the votes represented at such meeting, regardless of whether a quorum is present. Any business which could have been transacted properly at the original session of

the meeting with a quorum present may be transacted at a reconvened session with a quorum present, and no additional notice of such reconvened session shall be required.

2.8. Proxy. Any Association member entitled to vote may do so by written proxy duly executed by the member setting forth the meeting at which the proxy is valid. The term "proxy" shall mean the written document in which the member authorizes any other person to attend a membership meeting on behalf of the member and vote the member's vote at the meeting. The written proxy document shall not be required to be in any particular form; but to be valid, the proxy must be signed, dated, and filed with the Secretary prior to the opening of the meeting for which it is to be used. The member giving the proxy shall be the "proxy giver" and the person holding the proxy and authorized to attend on behalf of the proxy giver and vote for the proxy giver shall be the "proxy holder." Proxies may be delivered by either the proxy giver or the proxy holder by personal delivery, U.S. Mail, facsimile transmission, email, or other electronic means to any Board member or the property manager, if any. Proxies may be revoked only by written notice of the proxy giver delivered to the Secretary, except that the presence in person by the proxy giver at a meeting for which the proxy is given shall automatically invalidate the proxy for that meeting. A proxy holder may not appoint a substitute proxy holder unless expressly authorized to do so in the proxy. Proxies shall be counted towards establishment of a quorum.

2.9. Action Taken Without a Meeting. In the Board's discretion, any action that may be taken by the Association members at any annual, regular, or special meeting may be taken without a meeting if the Board delivers a written consent form or written ballot to every member entitled to vote on the matter.

(a) Ballot. A written ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action. Approval by written ballot shall be valid only when (1) the number of votes cast by ballot equals or exceeds the quorum required to be present at a meeting authorizing the action, and (2) the number of approvals equals or exceeds the number of votes that would be required to approve the matter at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot.

All solicitations for votes by written ballot shall: (1) indicate the number of responses needed to meet the quorum requirements; (2) state the percentage of approvals necessary to approve each matter other than election of directors; and (3) specify the time by which a ballot must be received by the Board in order to be counted. A written ballot may not be revoked.

(b) Written Consent. Approval by written consent shall be valid only when the number of written consents received equals or exceeds the requisite majority of the voting power for such action. Executed written consents shall be included in the minutes or filed with the Association's records. If an action of the members is approved by written consent hereunder, the Board shall issue written notice of such approval to all members who did not sign written consents. Membership approval shall be effective ten (10) days after

written notice is issued; provided, however, if the consent is to an amendment to the Declaration or Bylaws which must be recorded, the effective date shall be no earlier than the date of recording of such amendment.

2.10. Order of Business. At all meetings of the Association, Roberts Rules of Order (latest edition) shall govern when not in conflict with the Declaration, these Bylaws or the Articles of Incorporation, unless the members present at a particular meeting vote to suspend Robert's Rules at that meeting. The failure to comply with the Roberts Rules of Order (latest edition) shall not invalidate any action taken at any meeting of the Association.

ARTICLE III. BOARD OF DIRECTORS

3.1. Composition.

The affairs of the Association shall be governed by a Board of Directors composed of three (3) persons; provided, however, during the period of time that Declarant has the right to appoint and remove the directors and officers of the Association pursuant to Section 3.2 of this Article, the Board of Directors shall be composed of one (1) to three (3) persons as determined by the Declarant. Except for directors appointed by the Declarant hereunder, the directors shall be Owners of Lots or the spouse of an Owner; provided, however no Owner and his or her spouse may serve on the Board at the same time, and no co-owners may serve on the Board at the same time.

3.2. Election and Term.

The Declarant shall have the right to appoint and remove directors and officers of the Association until the earlier of the following to occur: (a) sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use; or (b) the voluntary surrender by Declarant, in writing, of the authority to appoint and remove the Association's directors and officers. In the event the Declarant voluntarily surrenders the authority to appoint and remove the Association's directors and officers, the Declarant shall thereafter retain the right to veto any action of the Board of Directors until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use.

Upon the termination of the Declarant's right to appoint and remove directors, all Association members eligible to vote shall be entitled to cast their entire vote for each directorship to be filled. Those natural persons receiving the most votes shall be elected to the number of positions on the Board to be filled. The directorships for which elections are held shall be filled by that number of candidates receiving the most votes. There shall be no cumulative voting. Voting for election of Board members shall be by secret written ballot

(unless dispensed by unanimous consent at the meeting at which such voting is conducted). All directors shall be elected for one (1) year terms and shall hold office until their successors are elected. The newly elected Board shall meet within ten (10) days following the meeting at which the election occurred for the purpose of appointing officers and any other business that comes before the Board.

3.3. Nomination. Nomination for election to the Board shall be made from the floor at the meeting. Nominations also may be made by a nominating committee, if appointed by the Board. The Board may also establish additional procedures for the nomination of directors.

3.4. Removal of Directors. At any valid regular or special Association meeting, any one or more directors, except those directors appointed by the Declarant, may be removed with or without cause by a majority of the total eligible vote of the Association members and a successor may then and there be elected to fill the vacancy created. In addition, any director who has had three (3) consecutive unexcused absences from regularly scheduled Board meetings or is more than sixty (60) days past due in the payment of any assessment or charge may be removed by the vote of a majority of the other directors. Any director whose removal has been proposed shall be given at least ten (10) days notice of the calling of the meeting to consider his or her removal and shall be given an opportunity to be heard at the meeting.

3.5. Vacancies. Vacancies on the Board caused by any reason, except the removal of a director by vote of the membership as provided in Section 3.4 of this Article, shall be filled by a vote of the majority of the remaining directors, even though less than a quorum, at any Board meeting. The successor selected shall hold office for the remainder of the term of the director being replaced.

3.6. Compensation. Directors shall not be compensated for services. However, directors may be reimbursed for the expenses incurred in carrying out their duties as directors upon Board approval of such expenses. Directors also may be given nominal gifts or tokens of appreciation by the Association for recognition of services performed not to exceed a value of \$100.00 per calendar year. For purposes hereof, reasonable food and beverages purchased for Board meetings shall not be considered compensation.

3.7. Director Conflicts of Interest. Nothing herein shall prohibit a director from entering into a contract and being compensated for services or supplies furnished to the Association in a capacity other than as director, provided the director's interest is disclosed to the Board and the contract is approved by a majority of the directors who are at a meeting of the Board of Directors at which a quorum is present, excluding the director with whom the contract is made. The interested director shall not count for purposes of establishing a quorum of the Board. The interested director shall be entitled to be present at the meeting at which the proposed contract is discussed, but the director must leave the room during the discussion on such matter.

3.8. Regular Meetings. Regular Board meetings may be held at such time and place as determined by the Board, but at least once every three (3) months.

3.9. Special Meetings. Special Board meetings may be called by the President on three (3) days notice to each director given by mail, in person, by telephone, by facsimile transmission, or by email, which notice shall state the time, date, location, and purpose of the meeting. Special Board meetings shall be called by the President, Vice President, Secretary, or Treasurer in like manner and on like notice upon the written request of at least two (2) directors.

3.10. Waiver of Notice. Any director at any time, in writing, may waive notice of any Board meeting, and such waiver shall be deemed equivalent to the giving of such notice. Attendance by a director at any Board meeting shall also constitute a waiver of notice by him or her of the time and place of such meeting. If all directors are present at any Board meeting, no notice shall be required and any business may be transacted at such meeting.

3.11. Quorum and Conduct of Meetings. The President shall preside over all Board meetings, and the Secretary shall keep a minute book recording therein all resolutions adopted by the Board and a record of all transactions and proceedings occurring at such meetings. The presence of directors entitled to cast a majority of the votes of the Board shall constitute a quorum for the transaction of business. One or more directors who participate in a meeting by means of telephone or electronic communication shall be deemed present and in attendance for all purposes at such meeting, provided all persons participating in the meeting can hear each other.

3.12. Open Meetings. All Board meetings shall be open to all Association members, but members other than directors may not participate in any discussion or deliberation unless expressly authorized by the Board. Notwithstanding the above, the Board may adjourn a meeting and reconvene in executive session to discuss and vote upon personnel matters, delinquent assessments, litigation in which the Association is or may become involved, and orders of business of a similar nature. The nature of any and all business to be considered in executive session shall first be announced in open session.

3.13. Action Without a Meeting. Any Board action required or permitted to be taken at any meeting may be taken without a meeting if a majority of the directors consent in writing to such action. The written consents must describe the action taken. The written consents shall be filed with the minutes of the Board. The written consent may be by email or other electronic means; a copy of the consents shall be printed and filed with the minutes of the Board.

3.14. Powers and Duties. The Board shall manage the affairs of the Association and shall have all the powers and duties necessary for the administration of the Community and may do all such acts and things as are not by the Act, the Declaration, the Articles of Incorporation, or these Bylaws directed to be done and exercised exclusively by the members. In addition to the duties imposed by these Bylaws, the Board shall have the

power to and shall be responsible for the following, in the way of explanation, but not limitation:

(a) preparation and adoption of an annual budget, in which there shall be established the contribution of each Owner to the common expenses;

(b) making assessments to defray the common expenses, establishing the means and methods of collecting such assessments;

(c) providing for the operation, care, upkeep, and maintenance of all portions of the Community for which the Association is assigned maintenance responsibility under the Declaration;

(d) designating, hiring, and dismissing the personnel necessary for the operation of the Association and the maintenance, repair and replacement of all portions of the Community for which the Association is assigned maintenance responsibility under the Declaration, and, where appropriate, providing for the compensation of such personnel and for the purchase of equipment, supplies and material to be used by such personnel in the performance of their duties;

(e) collecting the assessments, depositing the proceeds thereof in a financial depository or institution which it shall approve, or otherwise investing the proceeds in accordance with any limitations set forth in O.C.G.A. Section 14-3-302, and using the proceeds to administer the Association;

(f) making and amending rules and regulations for the Common Property and imposing sanctions for violation thereof, including reasonable monetary fines;

(g) opening of bank or other financial accounts on behalf of the Association and designating the signatories required;

(h) making or contracting for the making of repairs, additions and improvements to, or alterations of, the Common Property after damage or destruction by fire or other casualty, in accordance with the other provisions of the Declaration and these Bylaws;

(i) entering into easement and cost-sharing agreement with other Persons that benefit and/or burden the Community pursuant to such terms as the Board deems reasonable;

(j) enforcing by legal means the provisions of the Declaration, these Bylaws, and the rules and regulations adopted by it, and bringing any proceedings which may be instituted on behalf of or against the Owners concerning the Association;

(k) obtaining and carrying insurance against casualties and liabilities, as provided in the Declaration, and paying the premium cost thereof;

(l) paying the costs of all services rendered to the Association or its members and not directly chargeable to specific Owners;

(m) keeping books with detailed accounts of the receipts and expenditures affecting the Association and its administration, specifying the maintenance and repair expenses and any other expenses incurred; and

(n) contracting with any Person for the performance of various duties and functions. The Board shall have the power to enter into management agreements. Any and all functions of the Association shall be fully transferable by the Board, in whole or in part, to any other entity.

3.15. Management Agent. The Association may, but shall not be required to, hire a professional management agent or agents, at a compensation established by the Board, to perform such duties and services as the Board of Directors shall authorize.

3.16. Borrowing. The Board shall have the power to borrow money for the purpose of maintenance, repair, restoration or improvement to the Common Property or for any other purpose; provided, however, if the total amount of such borrowing exceeds or would exceed Fifty Thousand Dollars (\$50,000.00) of outstanding debt at any one time, such borrowing must first be approved by members of the Association holding a majority of the total Association vote; provided further, however, the Board shall be authorized to borrow money from the Declarant as provided in Article VI, Section 6.10 of the Declaration without the approval of the members of the Association.

3.17. Liability and Indemnification of Officers and Directors. The Association shall indemnify every officer and director against any and all expenses, including, without limitation, attorney's fees, imposed upon or reasonably incurred by any officer or director in connection with any action, suit, or other proceeding (including settlement of any suit or proceeding, if approved by the then Board of Directors) to which such officer or director may be a party by reason of being or having been an officer or director. The officers and directors shall not be liable for any mistake of judgment, negligent or otherwise, except for their own individual willful misfeasance, malfeasance, misconduct, or bad faith. The officers and directors shall have no personal liability with respect to any contract or other commitment made by them, in good faith, on behalf of the Association, and the Association shall indemnify and forever hold each such officer and director free and harmless against any and all liability to others on account of any such contract or commitment. Any right to indemnification provided for herein shall not be exclusive of any other rights to which any officer or director, or former officer or director, may be entitled. The Association shall maintain adequate general liability and officers' and directors' liability insurance to fund this obligation, if such coverage is reasonably available.

ARTICLE IV. OFFICERS

4.1. Designation. The principal officers of the Association shall be the President, Vice President, Secretary, and Treasurer. The President, Vice President and Secretary must be directors. The Treasurer shall be elected by the Board, but need not be a director. The Board may appoint one or more Assistant Treasurers, Assistant Secretaries, and such other subordinate officers as in its judgment may be necessary. Any assistant or subordinate officers shall not be required to be directors. Except for the offices of Secretary and Treasurer and all offices appointed by Declarant, which may be held by the same person, no person may hold more than one (1) office.

4.2. Appointment of Officers. The Declarant shall have the right to appoint and remove directors and officers of the Association until the earlier of the following to occur: (a) sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been conveyed to any Person not constituting the Declarant for residential use; or (b) the voluntary surrender by Declarant, in writing, of the authority to appoint and remove the Association's directors and officers. Upon the termination of the Declarant's right to appoint and remove officers, the Association officers shall be appointed annually by the Board of Directors, and shall hold office at the pleasure of the Board and until a successor is elected.

4.3. Removal of Officers. During the period that the Declarant has the right to appoint and remove the officers of the Association, any officer may be removed, either with or without cause, and a successor may be appointed by the Declarant. After the termination of the Declarant's right to appoint and remove officers of the Association as provided herein, upon the affirmative vote of a majority of the Board members at any Board meeting at which a quorum is established, any officer may be removed, either with or without cause, and a successor may be elected.

4.4. Vacancies. A vacancy in any office arising because of death, resignation, removal, or otherwise may be filled by the Board for the unexpired portion of the term.

4.5. President. The President shall be the chief executive officer of the Association and shall preside at all Association and Board meetings.

4.6. Vice President. The Vice President shall act in the President's absence and shall have all powers, duties, and responsibilities provided for the President when so acting.

4.7. Secretary. The Secretary shall keep the minutes of all Association and Board meetings and shall have charge of the Association's books and records.

4.8. Treasurer. The Treasurer shall have the responsibility for the Association's funds and securities and shall be responsible for keeping full and accurate financial records and books of account showing all receipts and disbursements, for preparing all required financial statements and tax returns, and for the deposit of all monies and other valuable

effects in the name of the Association or the managing agent in such depositories as may from time to time be designated by the Board.

4.9. Other Officers. Other offices may be created by the Board, and the Board members which hold such offices shall have such titles and duties as are defined by the Board.

4.10. Agreements, Contracts, Deeds, Leases, Etc. All agreements, contracts, deeds, leases, checks, promissory notes, and other instruments of the Association shall be executed by at least two (2) officers or by such other person or persons as may be designated by Board resolution.

ARTICLE V. AMENDMENTS

5.1. General. Subject to Section 5.2 of this Article, these Bylaws may be amended by an instrument or instruments signed by at least two-thirds (2/3) of Owners. Notice of a meeting, if any, at which a proposed amendment will be considered shall state the fact of consideration and the subject matter of the proposed amendment. No amendment shall be effective until certified by the President and Secretary of the Association and filed in Cherokee County, Georgia land records.

5.2. Approval by Declarant. Until sixty (60) days following the date on which one hundred percent (100%) of the Lots shown on the final recorded plat or plats for the Community have been issued a certificate of occupancy and have been conveyed to any Person not constituting the Declarant or a Builder for residential use, any amendment to these Bylaws must be approved in writing by the Declarant prior to becoming effective; and during such time, Declarant shall have the unilateral right to amend these Bylaws from time to time without the approval of the Association members.

5.3. Georgia Property Owners' Association Act. The majority of the Board of Directors, without the approval of the Association members, may record an amendment to submit the Declaration and these Bylaws to the Georgia Property Owners' Association Act, O.C.G.A. § 44-3-220, et seq.; provided, however, such amendment must be approved by the Declarant, if the Declarant then owns any Lot subject to the Declaration.

5.4. Limitation Period. Any action to challenge the validity of these Bylaws or an amendment adopted under this Article must be brought within one (1) year of the recording of same in the Cherokee County, Georgia land records. No action to challenge these Bylaws or any such amendment may be brought after such time.

ARTICLE VI. MISCELLANEOUS

6.1. Committees. The Architectural Control Committee shall be a standing committee of the Association as provided in the Declaration. The Board may establish a nominating committee and any other committee as the Board deems desirable with the powers and duties that the Board shall authorize. Except as otherwise provided herein and

in the Declaration, members of any committee shall be appointed by the Board and shall serve at the pleasure of the Board. Any committee member may be removed with or without cause at any time and with or without a successor being named.

6.2. Notices.

(a) Method of Giving Notice. All notices, demands, bills, statements, or other communications shall be in writing and shall be given:

- (1) Personal delivery to the addressee;
- (2) Via United States mail, first class, postage prepaid;
- (3) Via electronic mail;
- (4) Via facsimile; or
- (5) Via any other legal means.

(b) Addressee. Notice sent by one of the methods described herein shall be deemed to have been duly given:

(1) If to an Owner, at the address, electronic mail address or facsimile number which the Owner has designated in writing and filed with the Secretary, or if no such address has been designated, at the address of the Owner's Lot;

(2) If to an Occupant, to the electronic mail address or facsimile number which the Occupant has designated in writing, or if no such address has been designated, at the address of the Lot occupied; or

(3) If to the Association, the Board or the managing agent, if any, at the postal address, facsimile, or electronic mail address of the principal office of the Association or the managing agent, if any, or at such other address as shall be designated in writing and filed with the Secretary.

6.3. Severability. The invalidity of any part of these Bylaws shall not impair or affect in any manner the validity, enforceability, or effect of the balance of these Bylaws or the Declaration.

6.4. Captions. The captions herein are inserted only as a matter of convenience and for reference and in no way define, limit, or describe the scope of these Bylaws or the intent of any provision thereof.

6.5. Fiscal Year. The fiscal year of the Association may be set by Board resolution or, in the absence thereof, shall be the calendar year.

6.6. Financial Review. A financial review of the accounts of the Association shall be performed annually in the manner provided by the Board. However, after having received the Board's financial review at the annual meeting, the members may, by a majority of the Association members present at such meeting, in person or proxy, require

that the Association accounts be audited as a common expense by an independent accountant.

6.7. Conflicts. The duties and powers of the Association shall be those set forth in the Georgia Nonprofit Corporation Code, the Declaration, these Bylaws, and the Articles of Incorporation, together with those reasonably implied to affect the purposes of the Association. If there are conflicts or inconsistencies between such, then the provisions of the Georgia Nonprofit Corporation Code (as may be applicable), the Declaration, the Articles of Incorporation and these Bylaws, in that order, shall prevail, and each Owner of a Lot, by acceptance of a deed or other conveyance therefor, covenants to vote in favor of such amendments as will remove such conflicts or inconsistencies.

6.8. Books and Records. To the extent provided for, and restricted in, Section 14-3-1602 of the Georgia Nonprofit Corporation Code, as such Code Section may be amended from time to time, all Association members and any institutional holder of a first Mortgage shall be entitled to inspect Association records at a reasonable time and location specified by the Association, upon written request at least five (5) business days before the date on which the member wishes to inspect and copy. The Association may impose a reasonable charge, covering the cost of labor and material, for copies of any documents provided to the member. Notwithstanding anything to the contrary, the Board may limit or preclude member inspection of confidential or privileged documents, including attorney/client privileged communications, executive session meeting minutes, and financial records or accounts of other members. Minutes for any Board or Association meetings do not become effective as an official Association record until approved by the Board or Association membership, as applicable, at a subsequent meeting. All Board members may inspect and copy any book or record of the Association.

6.9. Preparer. These Bylaws were prepared by Brendan R. Hunter, Lueder, Larkin & Hunter, LLC, 5900 Windward Parkway, Suite 390, Alpharetta, Georgia 30005.

This _____ day of _____, 20__.

COHSTC TOWN HOMES WEST
COMMUNITY ASSOCIATION, INC.

Signature of President

Print Name: _____

Sworn to and subscribed before me
this ____ day of _____, 20__.

Witness: _____

Notary Public

Signature of Secretary
Print Name: _____

Sworn to and subscribed before me
this ____ day of _____, 20__.

Witness: _____

Notary Public

Contractor: Vertical Earth
 Phone:
 Contact: Leah Horne/Kate Rieling

Job: Holly Springs Mixed-Us
 Phase: Town Center
 Date: May 19, 2023

THIS IS NOT AN INVOICE

Cost Code	Work Description	Qty		Unit Price	Total
	Town Center				
2-4-02-02	General Conditions	1	LS	119,575.12	\$ 119,575.12
2-4-02-02	Bond	1	LS	10,310.00	\$ 10,310.00
2-4-02-07	Grading	1	LS	262,943.60	\$ 262,943.60
2-4-03-01	Sanitary	1	LS	75,805.27	\$ 75,805.27
2-4-05-01	Storm	1	LS	336,068.29	\$ 336,068.29
2-4-06-01	Water	1	LS	28,384.77	\$ 28,384.77
2-4-07-01	Curb, HC Ramps, & Flatwork	1	LS	28,368.55	\$ 28,368.55
2-4-08-01	Paving	1	LS	697,771.23	\$ 697,771.23
2-4-04-02	Walls	1	LS	512,698.90	\$ 512,698.90
1-2-04-07	Sidewalk Improvement Credit	-1	LS	28,899.00	\$ (28,899.00)

Total \$ 2,043,026.73

Vertical Earth

Kate Rieling 5-22-2023
 Date

Downtown Development Authority of Holly Springs

Date

Agenda Item VII-D

5/18/2023 Vertical Earth
Change Order #7b

TOWN CENTER

2-4-02-02	General Conditions	450 DAY	460 19 \$	207,087 49	232 DAY	515.41 \$	119,575.12 \$	119,575.12 \$
	Bond						10,310.00 \$	10,310.00 \$
2-4-02-07	Grading Complete Add	Original Qty	Original Unit Rate	Original \$	New Qty	New UR	New \$	Net Change
	Onsite Grading	135,600 CY	3.35 \$	454,260.00	173,978 CY	3.35 \$	582,826.30	128,566.30
	Finish Grading	275,257 SF	0.45 \$	123,865.65	301,529 SF	0.45 \$	135,688.05	11,822.40
	Backfill Curb	6,285 LF	2.72 \$	17,095.20	7,498 LF	2.70 \$	20,244.60	3,149.40
	Remove and place unsuitables				3,227 CY	4.00 \$	12,908.00	12,908.00
	Import "free dirt" from other City Project				3,530 CY	1.75 \$	6,177.50	6,177.50
	Import October dirt from Hwy 20				5,280 CY	19.00 \$	100,320.00	100,320.00
	sub-total			\$ 595,220.85			\$ 858,164.45	\$ 262,943.60
2-4-03-01	Sanitary Sewer Add	Original Qty	Original Unit Rate	Contract Sum	New Qty	New UR	New \$	Net Change
	ASI Change Order 4							
	Deduct HS2 38 1 material already delivered, labor credit only	1 EA	920.00 \$	(920.00)				(920.00)
	1500 Gallon Grease Traps Complete	14 EA	5,175.00 \$	72,450.00	10 EA	5,175.00 \$	51,750.00	(20,700.00)
	Test Manholes	14 EA	920.00 \$	12,880.00	10 EA	920.00 \$	9,200.00	(3,680.00)
	6" Dumpster Drains				2 EA	4,111.00 \$	8,222.00	8,222.00
	ASI Change Order 7							
	6" SDR 35 bedded in stone				45 LF	105.35 \$	4,740.75	4,740.75
	6" Cleanout Assemblies				2 EA	833.89 \$	1,667.78	1,667.78
	Install grease traps 2' deeper ea than previously quoted				10 EA	798.10 \$	7,981.00	7,981.00
	Install test manholes at deeper depths provided in new profiles.				10 EA	704.38 \$	7,043.80	7,043.80
	Adjust manhole depths on main sewer line, various				1 LS	2,932.95 \$	2,932.95	2,932.95
	Material Escalation							
	Precast structures				1 LS	15,031.65 \$	15,031.65	15,031.65
	Fuel				1 LS	4,025.00 \$	4,025.00	4,025.00
	Re-mobilization, changing materials, etc.				1 LS	5,290.00 \$	5,290.00	5,290.00
	ASI Change Order 11							
	Core/tie into MH HS2 37 1				1 LS	2,440.01 \$	2,440.01	2,440.01
	6" SDR 35 PVC				390 LF	85.10 \$	33,187.05	33,187.05
	Install Cleanouts				2 EA	833.89 \$	1,667.78	1,667.78
	Add SS Structure HS2 37 3 1				1 EA	2,719.12 \$	2,719.12	2,719.12
	Add 8" DIP Main to HS2 37 3 1				89 5 LF	46.44 \$	4,156.38	4,156.38
	sub total			\$ 84,410.00			\$ 162,055.27	\$ 75,805.27
2-4-05-01	Storm Drain	Original Qty	Original Unit Rate	Contract Sum	New Qty	New UR	New \$	Net Change
	18" CMP	25 LF	47.40 \$	1,185.00	0 LF			(1,185.00)
	24" CMP	269 LF	63.40 \$	17,054.60	0 LF			(17,054.60)
	36" CMP	154 LF	96.19 \$	14,813.26	0 LF			(14,813.26)
	12" HDPE	780 LF	28.84 \$	22,495.20	1062 LF	44.55 \$	47,312.10	24,816.90
	18" HDPE	25 LF	43.93 \$	1,098.25	0 LF			(1,098.25)
	15" RCP	438 LF	38.49 \$	16,858.62	149 LF	38.49 \$	5,735.01	(11,123.61)
	18" RCP	421 LF	45.36 \$	19,096.56	1318 LF	71.31 \$	93,986.58	74,890.02
	24" RCP	750 LF	63.74 \$	47,805.00	1195 LF	87.99 \$	105,148.05	57,343.05
	30" RCP	796 LF	76.04 \$	60,527.84	1021 LF	91.29 \$	93,207.09	32,679.25
	36" RCP	225 LF	126.87 \$	28,545.75	553 LF	168.09 \$	92,953.77	64,408.02
	42" RCP	LF			126 LF	199.72 \$	25,164.72	25,164.72
	8" PVC	LF			234 LF	52.53 \$	12,292.02	12,292.02
	Trench Drain	36 LF	433.94 \$	15,621.84	0 LF			(15,621.84)
	OCS Pond A	1 EA	9,082.61 \$	9,082.61	0 EA			(9,082.61)
	Gabion Walls	2 EA	17,903.43 \$	35,806.86	0 EA			(35,806.86)
	Bedding Stone	134 TN	50.44 \$	6,758.96	250 TN	53.16 \$	13,290.00	6,531.04
	Rip Rap	120 TN	54.36 \$	6,523.20	152 TN	75.00 \$	11,400.00	4,876.80
	Storm Inverts	1 LS	43,930.00 \$	43,930.00	62 EA	750.00 \$	46,500.00	2,570.00
	GDOT 1019B TYPE V 1	20 EA			9 EA			51,121.79
	GDOT 1011 AP	8 EA			12 EA			
	GDOT 1019 AP TYPE E	5 EA			0 EA			
	Curb Inlet	1 EA			7 EA	5,293.06 \$	37,051.42	37,051.42
	Junction Box	1 EA			0 EA			
	Nyoplast	8 EA			9 EA	2,344.40 \$	21,099.60	21,099.60
	GDOT 1019 AP TYPE C	4 EA			4 EA			
	Storm Cleanout	6 EA	652.40 \$	3,914.40	11 EA	1,248.48 \$	13,733.28	9,818.88
	OCS Town Center Temp Pond at MF	1 EA			0 EA			
	GDOT 1125 36" HW	1 EA			1 EA	6,926.55 \$	6,926.55	6,926.55
	GDOT 1125 24" HW	1 EA			1 EA			
	DGOT 1125 18" HW	1 EA			0 EA			
	Pedestal Inlet	2 EA			11 EA			
	Drop Inlet	1 EA			3 EA			
	GDOT 1034D DWCB	1 EA			4 EA			
	CDGOT 1033D	EA			10 EA	800.00 \$	8,000.00	8,000.00
	GDOT 1019 AP TYPE E	EA			3 EA	800.00 \$	2,400.00	2,400.00
	adjustment				1 LS	135.74 \$	(135.74)	(135.74)
	sub-total			\$ 351,117.95			\$ 636,064.45	\$ 336,068.29
2-4-06-01	Water	Original Qty	Original Unit Rate	Contract Sum	New Qty	New UR	New \$	Net Change
	Add 2" Water Meter & Valve				2 EA	2,674.00 \$	5,348.00	5,348.00
	Add 1" Irrigation Meter				1 EA	662.00 \$	662.00	662.00
	Add 2" Cooper Water Service				115 LF	69.00 \$	7,935.00	7,935.00
	Add 8" Tee				2 EA	805.00 \$	1,610.00	1,610.00
	Add Fire Hydrant				1 EA	6,814.08 \$	6,814.08	6,814.08
	Add 8" DIP Water Main				37 LF	63.25 \$	2,340.25	2,340.25
	Add Water Sleeve				48.7 LF	15.00 \$	730.50	730.50
	Water Valves				1 EA	901.60 \$	901.60	901.60
	2" SCH 40 PVC Conduit				113.33 LF	18.03 \$	2,043.34	2,043.34
	Lot 19 TH East Water Service				1 LS			
	sub-total						\$ 28,384.77	\$ 28,384.77

Agenda Item VII-D

2-4-07-01	Curb, HC Ramps, Flatwork & Paving	Originla Qty	Original Unit Rate	Contract Sum	New Qty	New UR	New \$\$	Net Change
	HC Ramps	25 EA \$	583.13 \$	14,578.25	31 EA	585 \$	18,135.00 \$	3,556.75
	Raised Pedestrian Walkway (no pavers)	7200 SF \$	8.45 \$	60,840.00	9556 SF	9.12 \$	87,150.72 \$	26,310.72
	Brick Crosswalk (no pavers)	4833 SF \$	14.87 \$	71,866.71	4127 SF	15.76 \$	65,041.52 \$	(6,825.19)
	Paver Areas filled with GAB	344 SY \$	24.99 \$	8,596.56	344 SY	28.62 \$	9,845.28 \$	1,248.72
	Dumpster Pad (6" 4000 PSI, 4' GAB)	1663 SF \$	18.48 \$	30,724.85	SF	19.71 \$	-	(30,724.85)
	Wooden Fence & Gates	585 LF \$	28.86 \$	16,883.10	LF	28.86 \$	-	(16,883.10)
	18" Curb	6842 LF \$	14.81 \$	101,330.02	6875 LF	17.08 \$	117,425.00	16,094.98
	Banded Sidewalk	0 SY \$	31.72 \$	-	87 SY	77.96 \$	6,782.52	6,782.52
	Striping	1 LS \$	10,149.00 \$	10,149.00	1 LS	13194.27 \$	13,194.27	3,045.27
	Signage and Wheelstops	1 LS \$	3,444.00 \$	3,444.00	1 LS	4477.2 \$	4,477.20	1,033.20
	Decorative Posts	1 LS \$	75,320.00 \$	75,320.00	1 LS	97916 \$	97,916.00	22,596.00
	HD Paving (10' GAB, 3" 19.5mm, tack, 2" 9.5mm)	5960 SY \$	45.62 \$	271,895.20	6323 SY	76.54 \$	483,962.42	212,067.22
	SD Paving (8" GAB, 2" 19.5mm, tack, 1.5" 9.5mm)	6844 SY \$	60.97 \$	417,278.68	7650 SY	56.9 \$	435,285.00	18,006.32
	24" Curb				1300 LF	22.16 \$	28,808.00	28,808.00
	HD Paving (10' GAB, 4" 25mm, 2" 19.5mm, tack, 1.5" 9.5mm)				3812 SY	94.64 \$	360,767.68	360,767.68
	Thermo Striping				1 LS	19005 \$	19,005.00	19,005.00
	15% Markup on Curb, Pave and Striping				1 LS	61250.54 \$	61,250.54	61,250.54
	sub total			\$ 1,082,906.37			\$ 1,809,046.15	\$ 726,139.78

Walls

		Originla Qty	Original Unit Rate	Contract Sum	New Qty	New UR	New \$\$	Net Change
1	CIP	1234 SF	116.18 \$	143,370.50	1024 SF	147.45 \$	150,988.80	7,618.30
2	CIP	300 SF	129.09 \$	38,728.45	643 SF	147.45 \$	94,810.35	56,081.90
3	CIP	260 SF	126.82 \$	32,973.20	312 SF	147.45 \$	46,004.40	13,031.20
4B	CIP	1285 SF	162.44 \$	208,740.60	1568 SF	184.99 \$	290,064.32	81,323.72
5	CIP	1331 SF \$	132.04 \$	175,748.99	0 SF	\$	-	(175,748.99)
6	CIP	1607 SF \$	124.31 \$	199,769.91	0 SF	\$	-	(199,769.91)
8	CIP	286 SF \$	131.51 \$	37,610.52	0 SF	\$	-	(37,610.52)
	CIP Wall Foundation Drains	1128 LF \$	26.95 \$	30,399.60	480 LF \$	35.00 \$	16,800.00	(13,599.60)
	CIP Wall Fence	1128 LF \$	137.20 \$	154,761.60	233 LF \$	77.83 \$	18,134.39	(136,627.21)
	Wall Layout	1128 LF \$	1.98 \$	2,233.44	480 LF \$	1.98 \$	950.40	(1,283.04)
4A	Modular Block	2260 SF \$	24.58 \$	55,550.80	1953 SF \$	28.58 \$	55,816.74	265.94
4A	Testing and Certification	1 LS \$	1,690.00 \$	1,690.00	1 LS \$	1,690.00 \$	1,690.00	-
4A	Fence	446 SF \$	137.20 \$	61,191.20	232 LF	\$	-	(61,191.20)
4A	Footing Finegrading	1 LS \$	8,387.34 \$	8,387.34	1 LS	\$	-	(8,387.34)
4A	Over Excavation and Replace	1 LS \$	-	-	1 LS \$	7,380.00 \$	7,380.00	7,380.00
	Wall 11 (modular block)				5204 SF \$	31.05 \$	161,584.20	161,584.20
	Wall 11 Over Excavate and Replace	1 LS \$	-	-	1 LS \$	3,341.97 \$	3,341.97	3,341.97
	Wall 12 (modular block)				6778 SF \$	31.05 \$	210,456.90	210,456.90
	Wall 13 (modular block)				3717 SF \$	31.05 \$	115,412.85	115,412.85
	Wall 14 (CIP)				2138 SF \$	98.55 \$	210,699.90	210,699.90
	Engineering & Revisions				1 LS \$	1,914.06 \$	1,914.06	1,914.06
	Footing Excavation				1 LS \$	9,600.00 \$	9,600.00	9,600.00
	Remove Spoils				1 LS \$	4,000.00 \$	4,000.00	4,000.00
	Granty Veneer & Cap				2138 SF \$	30.48 \$	65,166.24	65,166.24
	Testing and Certification				1 LS \$	1,800.00 \$	1,800.00	1,800.00
	Vertical Surveying				220 LF \$	1.98 \$	435.60	435.60
Wall 15					1873 SF \$	98.23 \$	183,984.79	183,984.79
	Engineering & Revisions				1 LS \$	412.50 \$	412.50	412.50
	Footing Excavation				1 LS \$	7,350.00 \$	7,350.00	7,350.00
	Remove Spoils				1 LS \$	3,200.00 \$	3,200.00	3,200.00
	Granty Veneer & Cap				1873 SF	\$	-	-
	Testing and Certification				1 LS \$	1,425.00 \$	1,425.00	1,425.00
	Vertical Surveying				218 LF \$	1.98 \$	431.64	431.64
	sub total			\$ 1,151,156.15				\$ 512,698.90
	Sidewalk Improvement Project (Credit)				-1 LS	28899 \$	(28,899.00)	(28,899.00)
	Contract			\$ 1,151,139.15				
	Grand Total						\$ 2,043,026.73	



Vertical Earth
6025 Matt Highway
Cumming, GA 30028
770-888-2224 Office

CO#8

SITE: Holly Springs Mixed Use
Holly Springs, GA

DATE: 05/19/2023

SCOPE OF WORK: Cotton Barn Concrete Apron Demo & Haul Off

Description	Quantity	Unit Rate	Total Amount
Demo & Haul Off Concrete Apron	1 LS	\$ 1,500.00	1,500.00
		Subtotal	\$ 1,500.00
		15% Markup	\$ 225.00
		Total Cotton Barn Demo	\$ 1,725.00

Vertical Earth, Inc.

Kate Riley

Date: 5/19/2023

City of Holly Springs

Robert H. Logan

Date: 5/19/2023



2023 - 2024 Affiliate Main Streets Memorandum of Understanding

MOU

5/1/2023

This document should be signed by all local parties
(Authorized City Representative, Main Street Program
Manager and Board Chair) by **July 3, 2023**

Please email Ellen.Hill@dca.ga.gov with any questions.

**GEORGIA DOWNTOWN AFFILIATE NETWORK
MEMORANDUM OF UNDERSTANDING**

2023 - 2024 Program Year

This agreement is entered into and executed by the Georgia Department of Community Affairs Office of Downtown Development (hereinafter referred to as "DCA") and the City/Town, Holly Springs Georgia (hereinafter referred to as "Community"). DCA will enter into this agreement with the above party to provide services in return for active and meaningful participation in the Georgia Downtown Affiliate Network by the Community as specified below.

This agreement outlines the necessary requirements set forth by DCA for the Community's participation in the Georgia Downtown Affiliate Network for the stated program year. DCA is the sponsoring state agency for the Georgia Main Street program and is licensed by the National Main Street Center (hereinafter referred to as "National Program") to designate, assess, and recommend for accreditation cities within the State of Georgia.

Those communities that participate in the Georgia Downtown Affiliate Network will receive a national designation from the National Main Street Center as a Main Street America Affiliate™ community. As members of this designation level your community, program or organization has demonstrated a commitment to comprehensive community revitalization and is on the pathway to achieving meaningful economic, social, physical and organizational improvements in the downtown or historic commercial district. Affiliate status is primarily intended for programs, districts, or communities that are interested in learning more about the Main Street model, would like to tap into the national network's strategies and resources, and intend to transition to the Georgia Classic Main Street designation. Communities who do not have the capacity, or who are not eligible, for higher levels of Main Street America™ designation are also invited to participate in the Georgia Downtown Affiliate Network.

In recognition of the agreement by DCA and the Communities, the parties have agreed to the following:

ARTICLE 1: THE COMMUNITY AGREES TO—

1. Appoint or contract with an entity to serve as the Board of Directors for the local Main Street Program. The city council may not serve as the Main Street Board.
 - a. Set and review boundaries for the target area of the local Downtown Affiliate Network program.
 - b. A copy of these boundaries should remain on file with DCA, and uploaded to the Main Street Boundary Map file in your program's shared DCA Dropbox folder at all times.
2. Employ a paid professional downtown manager responsible for the daily administration of the local Main Street Program.
 - a. Part-time staff will consist of an employee who works a minimum of 20 hours a week and spends 100% of their time on Main Street related activities or full-time staff that devotes 50% of their time to downtown revitalization. A copy of the job description should remain on file with DCA, in Dropbox, at all times.
 - b. The downtown manager should be paid a salary consistent with other community and economic development professionals in the state. The program manager's salary must be paid in excess of minimum wage.
 - c. The Community must notify DCA within one week of any downtown manager vacancy and the Community must appoint an interim point of contact until the position is filled. DCA must have accurate contact information for the downtown manager at all times.
3. Assist the downtown manager in compiling data required as part of the monthly reporting process.
 - a. Provide for a positive relationship between the downtown manager and key city staff to access the following information in a timely manner: Business license data, building permit data, property tax data, Geographic Information Systems data (mapping support when available).
4. Work with stakeholders to identify a unified vision for success for the district along with appropriate success indicators;
5. Develop diversified and sustainable funding sources to support your efforts;
6. Maintain membership with the National Main Street Center, in order to be eligible for national designation.
 - a. Use the "Main Street America Affiliate™" name in accordance with the National Main Street Policy on the Use of the Name Affiliate.
7. Notify DCA in writing prior to any wholesale changes in the local program. This includes but is not limited to structural changes to the board of directors, change in program funding or support, changes in the organization's bylaws or changes to the Main Street district's boundaries. Such notice should be received by DCA one month prior to said changes. Changes, or failure to notify DCA prior to these changes, may result in program probation, the loss of accreditation or removal of program designation.

ARTICLE 2: THE BOARD OF DIRECTORS AGREES TO—

1. Assist the downtown manager in creating an annual work plan that incorporates incremental and meaningful goals related to the Main Street Approach™ utilizing Community Transformation Strategies and the Main Street Four Point Approach.
 - A. Unless otherwise specified the Community will utilize the DCA provided work plan template.
 - B. The work plan will serve as a strategic plan for the local program for a period of three years or less.
 - C. A copy of the work plan must be on file and uploaded to the Work Plan and Other Planning Documents file in the program's shared DCA Dropbox folder and updated annually with DCA.
2. Provide opportunities for regular public engagement and support of the Local Main Street Program.
 - A. DCA recommends a public downtown visioning event/town hall meeting annually.
 - B. The Board should identify opportunities for volunteer support and assistance in executing the work plan.
 - C. The Board should actively engage the community for financial and in-kind support of the local program.
3. Conduct, at least, one board training, orientation or planning retreat per year for the local program.
4. Meet a minimum of 6 times per year and ensure the minutes of each meeting are maintained and distributed. Such meetings should be open to the public and public notice should be given related to meeting times and agendas.
5. All newly appointed Board Members are required to become Main Street 101 certified within their first year of their first term. A copy of each Board Member's Main Street 101 certification must be uploaded to the Training Log file in your program's shared DCA Dropbox folder. All Board Members are required to have at least 2 hours of continuing education annually.
6. Assure the financial solvency and effectiveness of the Local Main Street Program.
 - A. Adopt an annual budget that is adequate to support the annual work plan, maintain an office and support staff, and provide for training and travel.
 - B. Maintain current membership of the Local Main Street Program to the National Main Street Center to be eligible for accreditation.
 - C. Provide for policies to expend funds, enter into debt, and provide programming support for the local Main Street Program.

ARTICLE 3: THE DOWNTOWN MANAGER AGREES TO—

1. Complete all reporting required by DCA to maintain National Accreditation of the local Main Street Program.
 - A. Complete monthly economic and programming activity reports, including portions of said reports that are required as part of the local program assessment process by DCA. These reports must be completed by the 30th of the following month. (Example: March report due by April 30th). Failure to complete monthly reports in a timely manner may result in program probation, the loss of accreditation or removal of program designation.
 - B. Participate in the annual manager's survey provided by DCA. Failure to complete the annual manager's survey by the deadline may result in the loss of accreditation.
 - C. Provide documentation of all meetings, work plans, budgets, job descriptions, and mission/vision statements for the organization.
2. Participate in training to broaden the impact of the local Main Street Program.
 - A. DCA requires managers to attend at least 10 hours of training annually (including webinars, annual trainings, statewide workshops, etc.) Eligible training hours can come from both DCA and non-DCA hosted training events. Training must be relevant to the field of downtown development, historic preservation, planning, community development and economic development. A record of the manager's training hours must be uploaded to the Training Log file in your program's shared DCA Dropbox folder.
3. Respond to requests by DCA in a timely manner.
4. Take advantage of the Georgia Main Street network of professional downtown managers.
5. All newly hired managers must complete Main Street 101 training with DCA within the first 6 months of employment in the local community. All existing downtown managers must be Main Street 101 certified through DCA's online testing system.
6. Provide regular updates between the local Main Street Program and the Community.
 - A. Managers are encouraged to provide at least quarterly reports to the local government.
 - B. Managers are encouraged to provide copies of all minutes, budgets, and work plans to the local government in a timely manner.

ARTICLE 4: DCA AGREES TO—

1. Supervise all communications between the Community, state government agencies and the National Main Street Center as it relates to the local Main Street America Affiliate Program.
2. Provide access to a curriculum of training on an annual basis to assist the community, volunteers, downtown manager and the Affiliate Program Board with the local downtown revitalization program.
3. Provide timely assistance and guidance to the Community as a result of requests for service, monthly reports, or the annual assessment process.
4. Provide a detailed Transition Strategy to assist local Downtown Affiliate Network programs who want to pursue the Classic Main Street Program designation.
5. Provide access to resource materials, sample codes and ordinances, organizational documents, and templates for local programs.
6. Conduct an annual program assessment for the Community highlighting success and opportunities for improvement.

ARTICLE 5: ALL PARTIES AGREE THAT—

1. This agreement shall be valid through June 30, 2024.
2. This agreement may be terminated by DCA or the Community by written notice of 60 days. Termination of this agreement by the Community will result in the loss of local Downtown Affiliate Network Designation.
3. Communities that choose to terminate this agreement recognize that they must formally reapply to participate in Main Street as a Start-up program should they wish to have then previous designation reinstated. The Start-up process could take as long as two years to complete.
4. If the Community fails to fulfill their obligations set forth in this agreement, DCA reserves the right to determine a course of action for the local Affiliate Program as it deems appropriate. Such course may include probation or termination of designation.
5. Any change in the terms of this agreement must be made in writing and approved by both parties.

GEORGIA DOWNTOWN AFFILIATE NETWORK
MEMORANDUM OF UNDERSTANDING: 2023-2024 Program Year

THIS AGREEMENT IS HEREBY EXECUTED BY AND BETWEEN THE PARTIES BELOW:

LOCAL GOVERNMENT (COMMUNITY): Holly Springs

Rob Logan

Rob Logan (May 1, 2023 11:12 EDT)

Authorized City Representative (ACR) Signature

05/01/2023

Date

Rob Logan

ACR Name

City Manager

ACR Title

DOWNTOWN MANAGER

Erin Honea

Manager Signature

05/02/2023

Date

Erin Honea

Printed Manager Name

03172014

Hire Date

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS
OFFICE OF DOWNTOWN DEVELOPMENT
GEORGIA MAIN STREET PROGRAM

Jmw

Ellen HW (May 15, 2023 15:44 EDT)

Director Signature

05/15/2023

Date

Jessica Worthington

Director, Office of Downtown Development

Georgia Department of Community Affairs

60 Executive Park South, NE

Atlanta, GA 30329

jessica.worthington@dca.ga.gov

www.georgiamainstreet.org

404-520-4271

TRADEMARK SUBLICENSE AGREEMENT

This Trademark Sublicense Agreement (“Sublicense Agreement”) is entered into between Georgia Department of Community Affairs (“**Coordinating Program**”) and _____ (“**Sublicensee**”), effective as of the last date written below. For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Background.

A. The National Main Street Center, Inc. (“NMSC”) operates a membership program called MAIN STREET AMERICA™. As a part of that program, MAIN STREET AMERICA™ Coordinating Program Membership is available to statewide, regional or citywide organizations that oversee multiple local downtown and neighborhood programs within their service area and work to preserve and revitalize commercial districts. Local Program membership in the MAIN STREET AMERICA™ program is available at the Affiliate or Accredited levels to individual programs or organizations that satisfy the membership eligibility criteria described on the NMSC website (currently located at: https://higherlogicdownload.s3.amazonaws.com/NMSC/390e0055-2395-4d3b-af60-81b53974430d/UploadedImages/Join/Main_Street_America_Tier_System_Overview_-_2019_Update.pdf

B. Organization is a Coordinating Program member of NMSC in good standing and has entered into a Trademark License Agreement with the NMSC which grants to the Coordinating Program the right to sublicense to its Local Programs the use of the NMSC name and trademarks described below.

C. Sublicensee is a Local Program Member in good standing of the MAIN STREET AMERICA™ program at the Affiliate level. Sublicensee is also located within the Coordinating Program’s geographic service area. Therefore, Sublicensee has the opportunity to enter into this Trademark License Agreement, which grants certain rights to use the NMSC’s name and trademarks, including MAIN STREET AMERICA™ and MAIN STREET®, as described below.

D. The NMSC’s parent entity, the National Trust for Historic Preservation (“National Trust”), owns the following registered trademarks, which it has delegated to the NMSC the right to sublicense. NMSC and Coordinating Program have entered into a Trademark Licensing Agreement which grants the Coordinating Program the right to sublicense the following registered trademarks:

Mark	U.S. Registration Number
MAIN STREET	Reg. Nos. 3,365,568 and 2,057,207
NATIONAL MAIN STREET CENTER	Reg. No. 2,013,837

These registered trademarks owned by the National Trust, together with the MAIN STREET AMERICA™ word marks and logos referred to in Section 2.A.i below, the NATIONAL MAIN STREET CENTER logo referred to in Section 2.A.ii below are referred to herein as the “Trademarks.”

E. The Trademarks are well known and recognized by the general public and associated in the public mind with the NMSC and the National Trust. The Coordinating Program and the Sublicensee recognize the mutual benefits that accrue from the Sublicensee’s use of the Trademarks in accordance with the terms and conditions of this Sublicense Agreement, including the recognition and credibility brought to the Sublicensee through its use of these Trademarks and the benefit to the Coordinating Program and NMSC from association with high-performing Local Programs.

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

2. Grant of Sub-License.

A. Subject to the terms and conditions of this Sublicense Agreement, the Coordinating Program hereby grants the Sublicensee the non-exclusive right and license to use the Trademarks to identify and promote its participation in the MAIN STREET AMERICA™ program, as well as its relationship and association with the Coordinating Program and NMSC, in connection with the following activities:

- i. **MAIN STREET AMERICA™ word and logo marks.** The Sublicensee's rights to use the MAIN STREET AMERICA™ word mark and the following MAIN STREET AMERICA logo are limited to Sublicensees which are members in good standing at the Affiliate membership level of the MAIN STREET AMERICA™ program:

For use by Local Programs who are Designated Members at the Affiliate Level:



As a Main Street America Affiliate™, INSERT PROGRAM NAME HERE is part of a national network of more than 1,200 neighborhoods and communities who share both a commitment to creating high-quality places and to building stronger communities through preservation-based economic development.

- ii. **NATIONAL MAIN STREET CENTER® word and logo marks.** The Sublicensee's right to use the NATIONAL MAIN STREET CENTER word mark and the following NATIONAL MAIN STREET CENTER logo solely and exclusively to indicate its association with the National Main Street Center:



- iii. **MAIN STREET® word mark.** The Sublicensee's right to use the MAIN STREET trademark is limited to use made to identify Sublicensee and/or its activities, including as part of the name of the Licensee (e.g. "Main Street Iowa"), in connection with commercial district revitalization and related consultation, education, and training.

3. Scope of and Limitations on Use. Use of the Trademarks by the Sublicensee will be subject to the following limitations:

A. Sublicensee must display the Affiliate level MAIN STREET AMERICA membership mark on their website. All uses of the MAIN STREET AMERICA word mark and logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized presentations), in connection with the

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

MAIN STREET AMERICA mark or logo. Use of the MAIN STREET AMERICA word mark and logos by Sublicensee is a mandatory condition of membership in the MAIN STREET AMERICA program.

B. The MAIN STREET mark, as part of the name and identity of Sublicensee's organization, programs, and activities, can be used on materials designed to promote the work of Sublicensee (e.g., website, brochures, newsletter, letterhead or other printed promotional materials). The right to use the MAIN STREET mark by the Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

C. All uses of the NATIONAL MAIN STREET CENTER logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines attached as Exhibit A, which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized presentations) in connection with the NATIONAL MAIN STREET CENTER mark. Use of the NATIONAL MAIN STREET CENTER logo by Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

D. This Sublicense Agreement is subject to the terms, conditions, and limitations of the Trademark License Agreement between NMSC and the Coordinating Program.

E. Sublicensee will not apply to register any of the Trademarks, or any other trademark that incorporates any part of the Trademarks or "National Trust for Historic Preservation." Sublicensee will not state or imply that it owns any such trademarks.

F. The Sublicensee will not use the Trademarks in combination with or in juxtaposition with other trademarks except as may be approved in writing by the NMSC. The Sublicensee will apply and display the ® symbol and the ™ symbol next to or with respect to the Trademarks as directed by the Coordinating Program.

G. Other than as specifically provided herein, Sublicensee is not granted any other rights to use, license or sublicense the Trademarks.

4. Term. This Sublicense Agreement will become effective immediately upon the date of last signature below, and, unless terminated early under Sections 5 or 10, will be effective through April 30, 2024, at which time it may be renewed by mutual written agreement of the parties hereto.

5. Conditions. This Sublicense Agreement between Coordinating Program and Sublicensee is conditioned upon Sublicensee having an active MAIN STREET AMERICA membership at the Affiliate level with NMSC. The requirements of this membership are currently available at: [https://higherlogicdownload.s3.amazonaws.com/NMSC/390e0055-2395-4d3b-af60-81b53974430d/UploadedImages/Join/Main Street America Tier System Overview - 2019 Update.pdf](https://higherlogicdownload.s3.amazonaws.com/NMSC/390e0055-2395-4d3b-af60-81b53974430d/UploadedImages/Join/Main%20Street%20America%20Tier%20System%20Overview%202019%20Update.pdf), and are incorporated herein by reference.

6. Acknowledgment of Ownership. Use of the Trademarks indicates acknowledgment by the Sublicensee of the NMSC's and the National Trust's rights and title to the Trademarks, (i.e. MAIN STREET AMERICA, NATIONAL MAIN STREET CENTER, and MAIN STREET), and that Sublicensee will not at any time do, or permit to be done, any act or thing that will in any way impair the rights of the NMSC or the National Trust. All use of the Trademarks by the Sublicensee will inure to the benefit of the NMSC and the National Trust.

**National Main Street Center
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7. Good will and promotional value. Sublicensee recognizes and acknowledges the value of good will associated with the Trademarks and agrees that it will not conduct any activity, provide any service, or produce or distribute goods which in any way damages or reflects adversely upon the NMSC or the National Trust.

8. Non-assignment. This Sublicense Agreement is personal to the Sublicensee, and may not be assigned to any other individual, program, organization, or agency. Any attempted assignment will be null and void.

9. Compliance Verification. It is the responsibility of the Sublicensee to verify compliance with the terms of this Sublicense Agreement, and to provide complete and accurate usage reports to the Coordinating Program. If the Coordinating Program or the NMSC has reason to believe that the Sublicensee is in violation of this Sublicense Agreement, the Coordinating Program or NMSC shall have the right to make inquiries with Sublicensee as necessary to determine compliance. In such case, the Sublicensee will cooperate with the Coordinating Program and/or NMSC in its investigation and provide in a timely fashion any and all information that is requested.

10. Termination.

A. Coordinating Program may terminate this Sublicense Agreement if the Sublicensee violates any of the provisions of this Sublicense Agreement or fails to satisfy the membership criteria established by the NMSC for Affiliate Local Programs. Such termination will be effective thirty (30) days after the Coordinating Program sends written notice of such termination to Sublicensee. During this thirty (30) day period, Sublicensee may attempt to cure such violation. If the violation is not cured during this period, the termination will be effective upon the expiration of the thirty (30) day period.

B. This Sublicense Agreement will automatically terminate immediately without any notice required, notwithstanding the above paragraph, if the Coordinating Program or NMSC determines: (i) that sublicensee's actions could negatively affect the goodwill, image, or reputation of the NMSC, the National Trust for Historic Preservation, the Coordinating Program, or any of the Trademarks; (ii) the Sublicensee discontinues all or a significant portion of its business; (iii) the National Trust terminates, revokes, or fails to renew the NMSC's rights to use, license, or sublicense the Trademarks; or (iv) the NMSC terminates, revokes or fails to renew the Coordinating Program's rights to use, license or sublicense the Trademarks.

C. Upon the expiration or early termination of this Agreement, the Sublicensee will discontinue use of the Trademarks and will destroy and delete tangible and electronic documents and files containing any such marks, except for a limited number of copies retained for archival purposes only.

11. Governing Law. This Agreement is entered into in the District of Columbia and will be governed by and construed in accordance with the laws of the District of Columbia, USA, without giving effect to conflict of laws provisions.

12. Annual Report, Notices, Other Communication. Upon request by the Coordinating Program or NMSC, Sublicensee shall submit samples of any materials on which the Trademarks licensed under this agreement were used during the year. Such samples shall be submitted within ten business days of receipt of a written request from the Coordinating Program or NMSC.

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13. Notices. Any notices which either party is required or may desire to serve upon the other party shall be in writing and may be served either personally or by depositing the same in the mail (first class postage prepaid, certified and return receipt requested) or with a reputable overnight express delivery service (with confirmed delivery, charge prepaid or billed to shipper), addressed to the party to be served as follows, unless a different address is designated in writing by the party to be served. Notice shall also be required to be given by electronic mail on the same date as deposited in the mail. Notice given by mail alone shall not be sufficient.

To Coordinating Program:

Name: Jessica Worthington
Address: 60 Executive Park South, NE
Atlanta, GA 30329
Phone: 404.520.4271
Email: jessica.reynolds@dca.ga.gov

To Sublicensee:

Name: _____
Address: _____

Phone: _____
Email: _____

14. Successors. This Agreement shall be binding upon, and will inure to the benefit of, the parties and their respective permitted successors and assigns.

15. Modification. No amendment or modification of the terms or conditions of this License Agreement will be valid unless in writing and signed by both parties.

16. Waiver. The failure of either party to partially or fully exercise any right or the waiver by either party of any breach, shall not prevent a subsequent exercise of such right or be deemed a waiver of any subsequent breach of the same or any other term of this Sublicense Agreement. No waiver shall be valid or binding unless in writing and signed by the waiving party.

17. Severability. If any provision of this Sublicense Agreement or the application of any provision hereof to any person or circumstances is held to be void, invalid, or inoperative, the remaining provisions of this Agreement shall not be affected and shall continue in effect and the invalid provision shall be deemed modified to the least degree necessary to remedy such invalidity.

18. Entire Agreement. This Sublicense Agreement is the entire agreement between the parties with respect to the matters referred to herein and it supersedes and replaces all prior and contemporaneous oral and written understandings pertaining to the subject matter hereof.

Coordinating Program

Sublicensee

By: _____

By: _____

Date: _____

Date: _____

CITY OF HOLLY SPRINGS

JOB DESCRIPTION

A. IDENTIFICATION INFORMATION

1. Job Title: Administrative/Probation Assistant

2. Department: Police

Division: Administration

3. FLSA Classification: Non-exempt

Pay Grade: 14

B. INTRODUCTORY STATEMENT

This position is responsible for providing administrative support related to a variety of law enforcement functions within the Police Department and provides quality customer service to the public. This position requires some knowledge of regulations, policies, and procedures related to areas of assignment to assist law enforcement officers, staff of other agencies, and the public. Candidates must possess excellent attention to detail, thrive with multitasking, make independent decisions with minimal direction and supervision, maintain accurate records and files, maintain the confidentiality of sensitive criminal justice information, solve routine problems, and exercise good judgment and flexibility in support of changing situations and needs. Duties are performed under the general supervision of the Administrative Division Sergeant.

C. ESSENTIAL JOB FUNCTIONS

1. Supervises probationers as a part of the City Probation program, and completes all proper paperwork associated with probation.
2. Responds to walk-in requests for reports.
3. Provides customer service; answers telephone and greets visitors; provides information and assistance; refers to appropriate personnel; and relays messages as needed to employees.
4. Completes intake checks on submitted permit applications to ensure applications received are complete and have all required documentation before being forwarded to appropriate employees for processing.
5. Processes criminal history record checks for City Human Resources, Code Enforcement, Police Community Affairs, Police Administrative Division, Criminal Investigations Division, and the public.
6. Maintains a comprehensive, current knowledge of applicable laws and regulations.
7. Assists with processing incoming employment applications for the department.

8. Serves as the backup Georgia Crime Information Center (GCIC) Terminal Agency Coordinator (TAC) for the Holly Springs Police Department and assists with monthly validations and entry second-party checks.
9. Performs related duties.

D. JOB FACTOR SPECIFICATIONS

1. Job Requirements

a. Knowledge, Skill, and Ability

1. Knowledge of local geography, including jurisdictional boundaries.
2. Basic knowledge of computers and job-related software programs.
3. Basic knowledge of Microsoft Office Suite, Police Records Management Software(s), and other job-related software programs.
4. Knowledge of Federal and State Laws, Local ordinances, and city and department policies.
5. Ability to work independently in the absence of specific instruction or direct supervision.
6. Ability to handle multiple tasks or assignments simultaneously and use good judgment in prioritizing work by exercising effective time management skills.
7. Ability to pass a background investigation, including a Criminal History Background Check.
8. Skill in the operation of office equipment such as a computer, scanner, fax machine, copier, and telephone.
9. Skills in oral and written communication.
10. Skill in providing customer service.

2. Responsibility

- a. This position has no supervision over any other employees.

3. Personal Work Relationships

- a. Contacts are typically with co-workers, other city personnel, law enforcement personnel, court personnel, attorneys, offenders and their families, representatives of other agencies, and members of the general public.
- b. Contacts are typically to provide services, to give or exchange information, to resolve problems, or to motivate or influence persons.

4. Physical Effort and Work Environment

- a. Work is typically performed while seated at a desk or table or while intermittently sitting, standing, or stooping. The employee may be required to lift boxes or other items over 10 pounds.
- b. The work is typically performed in an office.

5. Guidelines

- a. Guidelines include city and department policies and procedures and applicable federal and state laws. These guidelines require accurate interpretation in application.

6. Complexity and Scope of Work

- a. The work consists of related administrative duties. Frequent interruptions and a varied range of tasks contribute to the complexity of the position.
- b. The purpose of this position is to provide administrative support services to multiple divisions of the Police Department. Successful performance contributes to the efficiency and effectiveness of department operations.

7. Minimum Qualifications

- a. Must be at least 21 years of age.
- b. Must have a standard 2-year college course of study or 90 quarter hours or 60 semester hours from an accredited institution or have four years of law enforcement experience as a certified peace officer or jurisdictional equivalent.
- c. Working knowledge of federal, state, and local laws and ordinances, policies, and procedures pertaining to Municipal or other Probation, Law Enforcement Record Dissemination, Permitting, and Georgia Crime Information Center (GCIC) and National Crime Information Center (NCIC).
- d. Must complete a 40-hour orientation within six months from Misdemeanor Probation Oversight Unit and maintain all applicable certifications by participating in required training.
- e. Criminal Justice Information System (CJIS) Network Operator Certification with the ability to obtain Terminal Agency Coordinator (TAC) Certification and Local Agency Security Officer (LASO) Certification within six months of employment and maintain all applicable certifications by participating in required training.
- f. Required to be a Notary Public

8. Supervisory Controls

- a. This position works under the general supervision of the Administrative Division Sergeant. The job functions, applicable laws, and policies must be clearly understood to successfully carry out the essential functions with little direction or supervision. This position coordinates with agency staff to ensure the successful and timely completion of required duties.
- b. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

E. APPROVAL SIGNATURES

I have read and understand the attached job description for the position of Administrative/Probation Assistant with the City of Holly Springs.

_____ Employee Name (please print)	_____ Employee Signature	_____ Date
_____ Department Head's Name (please print)	_____ Department Head's Signature	_____ Date
_____ City Manager's Name (please print)	_____ City Manager's Signature	_____ Date

LIGHTHOUSE

HEALTH AND WELLNESS™

LIGHTHOUSE PROGRAM OPTIONS

Lighthouse Health & Wellness Core Plan, featuring anonymous and confidential wellness resources that are available 24/7 via iOS, Android, and web-based platforms, is available free of charge for public safety agencies across the nation. For agencies looking to prioritize wellness, we offer two affordable engagement plans, which include a personal wellness advocate that can take your agency's health and wellness program to the next level.



	Core Plan	Virtual Engagement Plan	Enhanced On-Site Plan
Branded Agency App	✓	✓	✓
Personalized Agency Wellness Resources	✓	✓	✓
Responsive App Support	✓	✓	✓
Anonymous and Confidential	✓	✓	✓
Custom Push Notification Functionality	✓	✓	✓
Internal/Small Group Message Boards	✓	✓	✓
Access to Lighthouse Library of Wellness Content	✓	✓	✓
App and Wellness Marketing Material	✓	✓	✓
Priority App Support		✓	✓
Customized App Utilization Plan		✓	✓
Consistent, Proactive Check-In Calls		✓	✓
Dedicated Wellness Advocate		✓	✓
On-Site App Launch Assistance			✓
Annual On-Site Support			✓
Tailored Wellness Program Development			✓
	\$0 - No Cost	\$2,500/year + \$2/year per employee*	\$4,500/year + \$4/year per employee*

Contact Us to Learn More:

📞 949-305-7008

🌐 LighthouseHW.org

Lighthouse Health & Wellness is
Sponsored by FirstNet, Built with
AT&T and Powered by Apex Mobile

FIRSTNET
Built with AT&T

APEXMOBILE

As a public benefit corporation, we believe in an inclusive approach when it comes to providing employees access to vital, even lifesaving health and wellness information, which is why Lighthouse Core is and always will be free of charge.

Continuing to provide the highest quality resources is essential. Revenue generated from our Virtual Engagement and Enhanced On-Site plans is invested in part back into Lighthouse to further our mission to health and wellness initiatives for first responders. Revenue is also used to support some of the many notable associations and nonprofits on the national, state and local levels that serve as the boots on the ground in these vital efforts.

LIGHTHOUSE CORE PLAN

Lighthouse Core provides essential resources to first responders and their family members 24/7 via iOS, Android and web portal. The Lighthouse Library addresses critical topics like mental health, physical fitness, financial stability, self assessments, therapist finder, training & events, and much more. The supporting functionality and materials ensure agencies are well equipped to launch their app and get important resources to their team. When it comes to something as critically important as mental health, profits shouldn't be the highest priority. Our public safety officials deserve streamlined access to these essential and potentially life-saving tools, so we're proud to be able to provide Lighthouse Core at no cost to our nation's first responders and those that support them.



LIGHTHOUSE VIRTUAL ENGAGEMENT PLAN

Our Virtual Engagement Plan ensures that you have hands-on and proactive support post launch. We know that things get busy quickly in the public safety world and that even the best-intentioned plans can get put on the back burner. Our Virtual Engagement Plan matches each agency with a dedicated wellness advocate that will work with the agency to utilize the application to its fullest potential. We will initiate proactive communication to learn the nuances of your agency and the challenges that it faces and work to become a true partner in your organization's long-term wellness. Pricing for the Lighthouse Virtual Engagement Plan starts at \$2,500/year plus \$2/year per employee.

LIGHTHOUSE ENHANCED ON-SITE PLAN

Our Enhanced, On-Site Plan provides heightened support and additional programming opportunities. Like our Enhanced Engagement Plan, your organization will be assigned a Wellness Advocate to help tailor resources and opportunities to your specific goals and priorities. This plan also includes an annual onsite visit by a Lighthouse team member, to provide in-person resources and support. The first visit helps kick off the launch of your agency's app, share the Lighthouse mission, and explain the various resources available to your organization. In years 2+ at this plan level, we continue to make onsite visits to ensure consistent messaging and to relay new programs, features and initiatives to your front-line personnel. Pricing for the Lighthouse Enhanced On-Site Plan starts at \$4,500/year plus \$4/year per employee.



**Ready to Put Help
in Their Hands?**



949-305-7008
www.lighthousehw.org