

**AFFIDAVIT IN COMPLIANCE WITH SECTION 202.006**  
**OF TITLE 11 OF THE TEXAS PROPERTY CODE**

THE STATE OF TEXAS           §  
  §  
COUNTY OF BRAZORIA       §

Doc# 2010031305

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**BEFORE ME**, the undersigned authority, on this day personally appeared Terrie Brown, who, being by me duly sworn to law, stated the following under oath:

“My name is Terrie Brown. I am fully competent to make this Affidavit. I have personal knowledge of the facts stated herein, and they are all true and correct.

I am the Association Manager of Sedona Lakes Homeowners Association, a Texas Non-Profit Corporation (the “Association”). I am also a custodian for the records for the Association and I have been authorized by the Association’s Board of Directors to sign this Affidavit.

The Association is a “property owners’ association” as that term is defined in Title 11 of the Texas Property Code. The Association’s jurisdiction includes, but may not be limited to Sedona Lakes Homeowners Association, all sections inclusive per the maps or plats thereof heretofore recorded in the Map Records of Brazoria County, Texas.

Attached hereto are the originals of, or true and correct copies of, the following dedicatory instruments, including known amendments or supplements thereto, governing the Association, which instruments have not previously been recorded:

- |  |   |
|--|---|
| _____ Association’s Certificate of Formation | _____ Association’s By-Laws   |
| _____ Association’s Rules and Regulations    | <u>  X  </u> Association’s Architectural Control Committee Guidelines |
| _____ Articles of Merger                     | _____ Resolution Regarding Collection Schedule                        |

The documents attached hereto are subject to being supplemented, amended or changed by the Association. Any questions regarding the dedicatory instruments of the Association may be directed to the Association at 7170 Cherry Park Drive, Houston Texas 77095, telephone no. 281-463-1777.

**SIGNED** on this the 28<sup>th</sup> day of June, 2010



Printed Name: Terrie Brown

Position Held: Association Manager

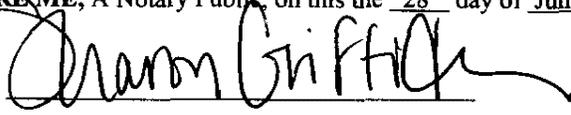
**VERIFICATION**

THE STATE OF TEXAS           §  
  §  
COUNTY OF HARRIS       §

**BEFORE ME**, the undersigned authority, on this day personally appeared Terrie Brown, who, after being duly sworn, stated under oath that he/she has read the above and foregoing Affidavit and that every factual statement contained therein is within his/her personal knowledge and is true and correct

**SUBSCRIBED AND SWORN TO BEFORE ME**, A Notary Public, on this the 28<sup>th</sup> day of June, 2010.





NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS

# **Sedona Lakes Homeowners Association**

## **Architectural Guidelines**



**TABLE OF CONTENTS**

SECTION 1 – OBJECTIVES.....4

SECTION 2 – COVENANTS.....5

SECTION 3 – ARCHITECTURAL CONTROL COMMITTEE (ACC).....5

SECTION 4 – ARCHITECTURAL CONTROL COMMITTEE REVIEW.....7

SECTION 5 – ITEMS REQUIRING REVIEW/APPROVAL.....9

ATTACHMENT A – SITE PLANNING CRITERIA

ATTACHMENT B – LANDSCAPE CRITERIA

ATTACHMENT C – ARCHITECTURE CRITERIA

ATTACHMENT D - ARCHITECTURAL CHANGE REQUEST FORM

ATTACHMENT E - ARCHITECTURAL CHANGE REQUEST FORM SUBMITTAL CHECKLIST

## **DEFINITIONS**

“Sedona Lakes” shall mean and refer to Sedona Lakes Homeowners Association, Inc.

“ARC” shall mean and refer to the Architectural Review Committee appointed by the Board of Directors.

“ARR” shall mean and refer to the Architectural Review Committee Change Request as outlined in Attachment A

“CC&Rs” shall mean and refer to the Declaration of Covenants, Conditions and Restrictions for Sedona Lakes Homeowners Association

“Management Agent” shall mean a duly authorized agent as assigned and approved by the Board of Directors to handle administrative management of the Homeowners Association

## **Section 1: Objectives**

### **Introduction:**

This document provides guidelines for members of the Sedona Lakes Homeowners Association to follow when considering changes to the exterior of their homes and property. The Architectural Review Committee (ARC) created these guidelines in order to assist homeowners in preparing acceptable applications to gain ARC approval, increase resident’s awareness and understanding of the CC&Rs and to help maintain a reasonably uniform and architecturally sound appearance for the Sedona Lakes Community so that the investment of all homeowners will be maintained.

### **Objectives of Architectural Control Committee Guidelines:**

The objectives of these guidelines and restrictions are:

To explain the role of the Architectural Review Committee (ARC).

To address, in detail, the items that require an ARC Change Request (ARR) and approval of the ARC before changes are made.

To address, in detail, suggestions for items not requiring an ACR but may affect the aesthetics of the community.

To address, in detail, items that are not acceptable due to specific safety and aesthetic concerns.

To provide the ARC with uniform guidelines for the review of applications. These guidelines reflect the goals of the founding documents of the Sedona Lakes Community

## **Section 2: Covenants**

### **Protective Covenants, Conditions and Restrictions:**

The CC&Rs are a part of Sedona Lakes governing documents. The CC&Rs set the standards by which the quality of architectural changes are designed, implemented and maintained. Those standards are reflected in this document.

Every Sedona Lakes property owner should have received a copy of all of the governing documents of Sedona Lakes before settlement. If you did not receive a copy, please contact a member the management agent for a copy of the CC&Rs. The members of the Board of Directors and the management agent contact numbers can be obtained from the Sedona Lakes web site [www.sedona-lakes.com](http://www.sedona-lakes.com).

The CC&Rs have been recorded among the land records of Brazoria County, Texas, and all lots sold within Sedona Lakes are sold subject to the CC&Rs.

The CC&Rs are binding on all property owners and their successors in title. The CC&Rs should be reviewed periodically and fully understood by each property owner.

In the event of a discrepancy between the CC&Rs and these guidelines the CC&Rs shall prevail.

## **Section 3: Architectural Review Committee**

### **Members:**

The committee members of ARC are all volunteers. They will work together to review any Architectural Review Committee Change Request (ARR's) submitted to it, inspect changes made to the Sedona Lakes community as a result of these requests and continually review this document and make changes to the guidelines as times and trends change. Some of the names will change over time, but the objectives and tasks of the group will not change.

All restrictions and procedures set forth in this document are in addition to those in the CC&Rs and applicable ordinances of the City of Manvel, Texas, the County and the State. Compliance with these guidelines, CC&Rs and ordinances is a prerequisite to the alteration or addition to any lot within Sedona Lakes.

The ARC guidelines do not reflect all of the provisions of the CC&Rs relative to architectural changes. Every homeowner should familiarize himself with the CC&Rs, these guidelines and City, County and State ordinances.

### **Committee Structure:**

The ARC is made up of members who are not elected; they are appointed by the Declarant or the Board of Directors in accordance with the CCR's

The ARC will meet as needed but at least once a month to review applications submitted for architectural change.

This booklet focuses on exterior alterations made by homeowners or contractors hired by the homeowners.

### **Authority:**

Authority is granted under Article IX, Section 9.01 of the CC&Rs

It is important to understand that the ARC approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color, materials, etc. Approval is also required when an existing item is to be removed.

It is also important to remember that once an ARR is approved it may be implemented only as approved.

ARC review begins with the submission of an ARR by the property owner proposing the project. Each such application for a change or modification is reviewed on an individual basis. There are no "automatic" approvals, unless provided for specifically in these ARC Guidelines (e.g., a homeowner who wishes to construct a deck identical to one already approved by the ARC is still required to submit an application).

#### **Review Exceptions:**

Structures that are offered as builder options, installed by the builder, and shown on original site plans DO NOT require ARC approval. These structures, if built to exact original builder option specifications, have already been approved and therefore do not require an application for review by the ACC.

### **Section 4: Architectural Review Committee Review**

#### **Review Criteria:**

Any exceptions to the rules provided in these guidelines will be reviewed on a case-by-case basis.

The ARC reviews all submissions for exterior changes on the individual merits of the application. What may be an acceptable design for one exterior may not be for another. For example, changes to homes on the interior of the subdivision, due to their relative closeness to each other, usually are more noticeable and have more of an impact on adjoining properties than changes to homes on the perimeter of the subdivision. In short, evaluation of the design proposal includes the close review and consideration of the housing type and individual site.

Design decisions made by the ARC in reviewing applications are not based on any individual's personal opinion or taste. Judgments of acceptable design are based on the following criteria that represent, in more specific terms, the general standards of the CCR's

**Relation to the Sedona Lakes Common Areas:** Fencing, in particular, can have damaging effect on open space. Other factors, such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also cause an adverse effect.

**Validity of Concept:** The basic idea must be sound and appropriate to its surroundings.

**Design Compatibility:** The proposed improvement must be compatible with the architectural characteristics of the applicant's home, adjoining homes and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.

**Location and Impact on Neighbors:** The proposed alteration/addition should relate favorably to the landscape, the existing structure and the neighborhood.

**Scale:** The size (in three dimensions) of the proposed alteration should relate well to adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.

**Color:** Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house such as the roof and trim must be matching in color.

**Materials:** Continuity is established by use of the same or compatible materials as were used in the original house.

**Workmanship:** Workmanship is another standard that is applied to all exterior alterations. The quality of the work should be equal to or better than that of the surrounding area. Poor workmanship can create safety hazards and can be visually objectionable to others. (The ARC assumes no responsibility for the safety of new construction by virtue of design or workmanship).

**Timing:** The majority of alterations may be constructed or installed by residents themselves rather than a contractor.

However, projects that remain uncompleted for long periods of time are visually objectionable and can be a safety hazard for neighbors and the community. All applications must include an estimated start and completion date. Projects must be started within 90 days and completed within six (6) months after such approval, or within such longer period of time as may be specified by the ACC in such approval.

### **Architectural Review Committee Change Request:**

The Architectural Review Committee Change Request Form (Attachment D) that the ARC will use to review all proposed architectural items outlined in Attachments A, B and C. This ARC Change Request (ARR) must be properly completed, submitted and approved prior to the start of construction.

Note: It is the owner's responsibility to obtain any permits (if required) and to comply with all city, county and state building code requirements. Owner is also responsible for accurately locating any underground utilities in the area of work or improvements. The ARC does not review applications for building code compliance.

### **Review Procedures:**

All properly completed ARR's should be delivered to the management agent. These contacts can be found on the Sedona Lakes web site at [www.sedona-lakes.com](http://www.sedona-lakes.com).

All applications will be forwarded to the ARC. Each ARR will be reviewed to verify completion. If information pertinent to the review of the ARR is missing, the application will be disapproved and returned. If the application is complete, the review process will then begin.

The ARC shall attempt to respond to the homeowner requesting the change within fifteen (15) calendar days from receipt of the application. The ARC review decision will typically be sent by letter to the address of the homeowner listed on the ARR. The homeowner may request to be notified when the review is complete so that he/she can personally collect the reviewed ARR.

It is neither acceptable nor binding for a member of the ARC to communicate the review results to a homeowner via the telephone. A member of the ARC or management agent can deliver the reviewed ACR. If thirty (30) calendar days lapse without notification, the homeowner's ACR is considered disapproved as submitted.

### **Compliance Procedures:**

A representative of the Board of Directors, a representative of the ARC or a designated representative may conduct periodic inspections of the project while it is under construction to insure compliance with the approved application. Any unapproved deviations from the ARR will be dealt with by the ARC or the management agent in accordance with the CCR's. Final approval requires compliance with the stated specifications of the approved ARR.

### **Appeal Procedures:**

A homeowner that is disapproved for a proposed architectural change has the right to appeal the decision. The homeowner appeal process is through the Board of Directors. The Board of Directors must receive the appeal in writing from the homeowner within thirty (30) calendar days of the disapproval letter. The homeowner is entitled to a hearing before the Board of Directors. The Board of Directors must vote in favor of the homeowner in order to reverse the decision of the ARC.

A homeowner that is disapproved for a proposed architectural change also has the right to modify the original ARR and resubmit it as a new request to the ARC. The ARC will advise the homeowner on the changes needed in the original ARR to get subsequent ARC approval.

### **Grandfathered Approvals:**

All architectural changes made predicate to the approval of these guidelines are approved by default, or “grandfathered”, provided such changes were made in compliance with the original CC&Rs.

## **Section 5: Items Requiring ARC Review/Approval**

### **Site Planning Criteria**

Site Planning requirements are outlined in the Attachment A (“Site Planning Criteria”) provided at the end of this document and includes criteria for building setbacks, lot size, lot coverage, floor plan and elevation repetition, garage placement, driveways, sidewalks, pools, wood fences, masonry walls and wrought iron fences

### **Architectural Criteria**

Architectural guidelines are outlined in the Attachment B (“Architecture Criteria”) provided at the end of this document and includes criteria for masonry, exterior materials, windows, roofing materials and form, entries, chimneys. Railing, garages

### **Major Exterior Changes:**

Major alterations are generally considered to be those that substantially alter the existing structure either by subtraction or by addition. Major alterations include, but are not limited to, addition or subtraction of garages, porches, greenhouses, rooms, fireplaces, chimneys, skylights, etc.

The design of these major changes should be compatible in scale, materials and color with the applicant's house and adjacent homes. The proposed structure must be aesthetically compatible with the original structure and in keeping with the existing lot size.

If changes are made in grade or other condition that affect drainage they must be indicated on the application. Approval will be denied if adjoining properties and/or common areas are adversely affected by drainage alterations.

Construction materials must be properly stored and must not cause any impairment of views from neighboring properties. Excess materials must be removed within 5 days of the completion of the project. Accumulation of debris during construction is strictly prohibited.

### **Room Additions**

Room additions will only be considered if they are constructed of brick exterior that match the existing brick and roofed with materials matching the rest of the house. Project must have a permit from the applicable city, county and state at the time of the ARR application.

### **Sidewalks/Pathways:**

Concrete (uncolored), brick, or flagstone are the only pre-approved materials for sidewalk alterations or additions. All sidewalks or pathways to be constructed in the front or side of the lot will require an ARC approval. Sidewalks or pathways must be generally installed flush with the ground. Brick sidewalks should match or blend with that on the house. In addition to the completed ARR, the homeowner must describe the method of installation and a description of any grading changes required along with resulting impact on neighboring lots, if any.

### **Garages**

Dwellings must at all times have either attached or detached garages., Detached garages will be subject to Architectural Review Committee approval All garages are required to maintain fully operational overhead doors which are in good condition at all times. No garages may be used for a living area. Further, each Dwelling must provide garage space for a minimum of two (2) automobiles or such greater number as may be required by the City. Each driveway must

accommodate two (2) vehicles in front of the garage for off-street parking requirements or such greater number as may be required by the City. Carports are not permitted.

**Exterior Painting:**

When a homeowner intends to repaint or repair an original or previously approved and applied color scheme or repair a damaged or deteriorated portion of the existing structure, the work may proceed without an application to the ARC for approval. All other painting, repair or refurbishing work must be submitted to the ARC for approval, including but not limited to, front doors, rear doors, and garage doors, siding, trim, eaves, downspouts, shutters and fencing. Color changes must be approved by the ARC. The ARC shall approve any color scheme generally expressive of the community's character. Color of brick used on the house and color of neighboring houses are taken into consideration. The use of earth tones and natural colors are encouraged. Bold colors and primary colors are prohibited.

Approval is automatically granted to any homeowner maintaining original house and trim colors. Any changes to exterior house and trim color require a completed ARR and approval of the ARC. These color changes apply not only to siding and wood trim, but also to doors, shutters and roofing materials.

**Front Doors, Storm Windows and Storm Doors**

Front doors must be maintained. They may be stained a natural wood color, or painted the same color as the house trim without application to the ARC for approval. If not stained a natural wood color or painted the same color as the house trim, the color must follow the guidelines of Paragraph V and application to the ACC for approval made. All front-facing storm doors must be a full glass door. The frames of the storm windows and storm doors must be of a color compatible with the exterior house colors and/or general use and appearance of the house. Paint colors must follow the guidelines of for Exterior Painting. All screens on the front door are to be part of a metal framed storm door.

**Chimneys and Metal Flues:**

Chimneys must be built to conform to the design originally developed for the house. Chimney material must comply with the Building Materials section of this document. Vent stacks, chimney caps, or flues that protrude through the roof must match existing stacks in color or be painted a flat black.

**Fences:**

The original builder shall fence all homes. Any change to the original location or material provided by the builder will require approval of the ARC

A boundary survey should be completed prior to completion of an ARR for construction of a fence at a new location. It is the responsibility of the homeowner to verify that property lines are maintained. Failure to construct a fence within the property lines could result in the homeowner having to remove the fence.

Fences shall be six (6') feet in height and comply with the Site Plan Criteria. Most homes share a boundary fence and construction of an additional boundary fence to increase the height of the existing boundary will not be approved.

Fences are required to be stained. Owner must use a natural wood or clear stain color. Paint and latex are not allowed. Acceptable stain colors include: Natural, Oak, Cedar or Pine. Stain Colors other than those listed must be approved by the ARC.

All front facing fencing must be located a minimum distance of 15 feet behind the front elevation of the house. Unusual fence configurations may exist with some corner lots. These lots will be evaluated on an individual basis with regard to fence locations.

All fences visible from the roadway must be constructed of wood pickets or material similar to those installed by the builder. Acceptable materials include: cedar, pine and redwood. Fence posts should be of a rot-resistant or pressure treated lumber. Fence posts shall be placed on the inside of the fence so as they are not visible from the street. Fences of materials

other than those stated will be reviewed on a case-by-case basis. Chain link, mesh, or any other metal fencing will not be allowed.

Gates should be compatible to fencing in design, material, height and color. The single gate width on any fence shall not exceed four feet (4'). Two gates of equal size may be adjoined to form a double gate, but shall not exceed eight feet (8') in width ACC approval is required prior to installation of a double gate

Decorative fencing requests will be reviewed on a case-by-case basis.

### **Outbuildings and Structures**

Any outbuilding or structure must be approved by the ARC , prior to any construction commencing

Outbuilding and Structures include, but is not limited to storage sheds, pool pavilions, spa pavilions, treehouses, playhouses, gazebos, dog houses, whether attached to the house or detached from the house, must be compatible with the design standards for the community. These structures must be located in the rear yard of the property.

The maximum allowable size for any of these items is eight feet by ten feet (8' x 10'). Maximum allowable height is nine feet (9') Multi-story sheds designed with loft storage are specifically not allowed. Metal sheds are not allowed. Plastic sheds will be considered on a case-by-case basis.

Outbuildings and structures shall be constructed of pressure-treated lumber or other materials consistent with the construction of the residence. All other materials can be submitted and will be reviewed on a case-by-case basis.

Outbuildings and structures may be left natural, or finished in a clear or tinted stain/sealer. Acceptable stain colors include any Natural, Oak, Maple, Mahogany, Redwood, Cherry, Pine, Chestnut and Pecan. Stain Colors other than those listed must be approved by the ARC. Tinted stain/sealer and/or siding must be selected to fit with the color scheme of the home and must be submitted with the application. If the homeowner prefers to paint these structures, the paint color must match the color of the home. Trim, roof materials, and color must match those used in the existing home. Manufactured items with stock colors and finishes shall be approved by the ARC.

Height, size, style and placement of the outbuildings and structures will be reviewed by the ARC.

No dog pens or dog runs are permitted.

Greenhouses will be given special consideration for the special requirements.

Gazebos will be given special consideration for the special requirements

### **Signs**

No signs, or emblem of any kind or character, including (a) any signs in the nature of a "protest" or complaint against Declarant or any homebuilder, (b) or that describe, malign or refer to the reputation, character or building practices of Declarant or any homebuilder, or (c) discourage or otherwise impact or attempt to impact anyone's decision to acquire a Lot or residence in the Subdivision, shall be displayed as to be visible from the streets or otherwise to the public view on any Lot, except that:

(a) Any Builder, during the applicable initial construction and sales period, may utilize one (1) professionally fabricated sign [of not more than five (5) square feet in size] per Lot for advertising and sales purposes, and one (1) professionally fabricated sign (of not more than twenty (20) square feet in size) in the Subdivision advertising a model home, provided that such signs shall first have been approved in writing by the Architectural Review Committee. Bandit type advertising signs are specifically not permitted;

(b) A professionally fabricated "for sale" sign (of not more than five (5) square feet in size) may be utilized by the Owner of a Lot for the applicable sale, provided that such sign first shall have been approved in writing by the

Architectural Review Committee. Signs that advertise properties as “For Rent” or “For Lease” are prohibited anywhere on the property;

(c) Development related signs owned or erected by Declarant shall be permitted; and

(d) Signs displaying the name of a security company shall be permitted, provided that such signs are (i) ground mounted, (ii) limited to two (2) in number per Lot [one (1) in the front yard and one (1) in the back yard] , and (iii) of a size not in excess of two (2) square feet.

(e) Not more than two political signs, not exceeding 2’ x 3’ in area, may be erected upon a Lot by the Owner of such Lot advocating the election of one or more political candidates or the sponsorship of a political party, issue or proposal, provided that such signs shall not be erected more than thirty (30) days in advance of the election to which they pertain and shall be removed within three (3) days after such election.

(f) School spirit signs are permissible if they are maintained in good condition and not larger than the size allowed for “For Sale”

If any sign is placed within the Subdivision in violation of this Declaration, the Association or its agents shall have the right but not the obligation to enter upon any Lot or Homesite and remove and/or dispose of any such sign violation, and in doing so shall not be subject to any liability for trespass, other tort or damages in connection with or arising from such entry, removal and/or disposal nor in any way shall the Association or its agent be liable for any accounting or other claim for such action.

### **Antennas and Aerials**

No exterior antennas, aerials, satellite dishes, or other apparatus for the reception of television, radio, satellite or other signals of any kind shall be placed, allowed, or maintained upon any portion of the Property, including any Homesite, which is visible from any street, common area or other Lot unless it is impossible to receive signals from said location. In that event the receiving device may be placed in a visible location as approved by the ARC. The ARC may require as much screening as possible while not substantially interfering with reception. The Declarant and/or the Association shall have the right, without obligation, to erect or install an aerial, satellite dish, master antenna, cable system, or other apparatus for the reception of television, radio, satellite or other signals for the benefit of all or a portion of the Property. No satellite dishes shall be permitted which are larger than one (1) meter in diameter. No broadcast antenna mast may exceed the height of the center ridge of the roofline. No exterior antennas, aerials, satellite dishes, or other apparatus shall be permitted which transmit television, radio, satellite or other signals of any kind shall be placed, allowed, or maintained upon any portion of the Property.

### **Landscaping:**

Landscape Criteria requirements are outlined in the Attachment C (“Landscape Criteria”) provided at the end of this document and includes criteria for front yards, rear yards and planting beds

The ARC shall approve all landscape plans, prior to planting. Selection and location of planting any items requires consideration to be given to plant size at maturity in order to avoid future relocation.

When planting and maintaining trees and shrubs, care should be exercised. Vehicular traffic sights, neighboring unit views, the presence of underground utilities, and shade patterns must always be considered.

Gardens must be neatly maintained and weed free.

### **Outdoor Decorative Landscape Accents**

Small landscaping ponds or pools are permitted in the rear, fenced in yard only and will be considered on a case-by-case basis. Once approved by the ARC and constructed, they must be properly maintained. They must not create unpleasant odors or unsightly algae growth.

Any planned decorative appurtenances such as sculptures, birdbaths, , fountains, rock gardens or other decorative embellishments shall be generally expressive of the community's character and must be submitted to the ARC and approved before placement on front lawns, porches, sidewalks, or elsewhere where visible from the street in front of the house

Decorative objects placed in the front or side of a Lot shall be complimentary to the pleasant appearance of the property and shall not be obtrusive or unsightly in nature. Complaints resulting from the unsightly or obtrusive nature of an object may result in a request to remove the object, should the ARC concur with such an opinion. Disregard for a request to remove an object will constitute a violation of these guidelines.

**Shutters**

Owners must submit an ARR request for all shutter installations. Shutters must meet the following minimum criteria:

- (a) Shutter must not be made of plastic, metal or vinyl.
- (b) Shutters must be made of wood or wood composite
- (c) Shutters may be stained a natural wood color, similar to the fence
- (d) Shutters should complement the color of the home.
- (e) No bright primary colors will be allowed.
- (f) Shutters that discolor, warp or fade must be maintained or removed.
- (g) Masonry specific hardware must be used to attach the shutter to the home.
- (h) The shutter height must be similar to the height of the window.
- (i) Only one shutter per each side of a window.
- (j) If applicable, shutters must be stained or painted within 60 days of installation.

**Exterior Lighting:**

Exterior decorative lights, security lights, or floodlights must be aimed to provide light only to the homeowner's property and not shine on any neighboring property. Exterior lighting shall be of a wattage or lumen count that will not disturb neighboring homeowners

Light fixtures being proposed to replace existing fixtures must be compatible in style and scale with the applicant's house.

Uplighting of the main structure or trees, or other features on a Lot will not require ARC approval.

Low-voltage landscape lighting will not require ARC approval so long as the number of fixtures installed does not exceed fifteen (15).

Any homeowner installing new exterior security lighting (high voltage and/or flood) must receive prior approval from the ARC

Mercury vapor, fluorescent, or sodium halide lights are not permitted.

Gas or electrical post lights may, with ARC approval, be erected. Such lights must be no taller than eight (8) feet in height and the illumination must be a low wattage only.

## **Wind Turbines and Ventilators**

No wind turbines or wind powered electrical generators or pumps shall be allowed anywhere.

Attic ventilators must be finished to complement the roof or trim color and must be kept in good condition, lubricated, near silent and not rust, corroded, or otherwise deteriorated

## **Swimming Pools:**

Swimming pools must be located in the rear of the lot within the fenced in portion of the lot. Appropriate landscaping should be considered to lessen the visual impact of the pool by neighboring lots.

Inflatable pools or pools that are less than three feet (3') deep, less than fifteen feet (15') in diameter, and only erected between May 1st and October 1st are not subject to architectural review. Pools must be removed from the property and stored out of site outside of this time frame.

No permanent aboveground pools will be permitted

Pools or spas may not encroach into any utility easement unless the utility company involved has granted written consent to such encroachment. It shall be the sole responsibility of the homeowner to secure said consent from the respective utility company.

Pools or spas must meet all building line and easement restrictions on the recorded plat.

All swimming pool or spa service equipment shall be either screened with shrubbery or fenced, as approved by the ARC, in writing, and located in either (a) a side yard between the front and rear boundaries of the dwelling, or (b) in the rear yard.

Above ground spas may be permitted if the spa is self-contained within a frame designed to be mounted on an appropriate slab or support system and is visually appealing.

Draining of any pools or spas that impact an adjacent property will not be permitted.

## **Decks/Patios:**

Decks and patios must be located in the rear yard. When a deck or patio scheme includes other changes, such as lighting, hot tub, under-deck storage (applicable to elevated decks), etc., these changes should also be included on the ARR. Placement of a deck or patio should not require the removal of any trees of more than 2 caliper inches unless approved by the ARC. All property boundaries and easements must be considered in placement.

Lattice, porch swings or other accessories suspended below decks must be included in the ARR.

All visible deck material must be of milled or rough-hewn lumber, natural stone, or brick. Any metal supports used in the construction must be wood covered to complete the wood appearance (ornamental iron or other material is subject to approval). All lumber used in constructing a deck or patio must be pressure treated lumber, untreated redwood, or other pre-approved material. The type of material used in construction must be included in the ARR.

Decks may not encroach into any utility easements unless the utility company involved has granted written consent to such encroachment. It shall be the sole responsibility of the homeowner to secure said consent from the respective utility company.

Decks shall be situated on a lot such that they do not pose a problem to effect drainage of the lot or any neighboring lot.

Decks cannot be taller than eighteen (18") inches from the ground.

Decks must be constructed with standard deck building materials (cedar, pressure treated pine, oak, or composite decking materials such as some of the new simulated wood decking that does not shrink, crack or weather with age).

Offsite drainage shall not be impacted by deck construction

Owner must have an applicable permit from the city, county and or state, at the time of the ARR application.

### **Covers – Patio Covers, Awnings and Overhangs**

Awnings and overhangs must be approved by the ACC prior to installation and generally expressive of the community's character.

Covers shall be constructed of materials that complement the house. Covers made of aluminum or metals are not permitted. If attached to the house, Covers must be integrated into the existing roof-line and shingles must match the house roof line.

### **Recreation & Play Equipment:**

Two types of recreation and play equipment are defined. The first is permanent and semi-permanent equipment, including any/all equipment that remains in place even when not in active use. The second is non-permanent equipment, including any/all equipment that remains in place during active use or for a short period of time during inactive use.

#### *Permanent & Semi-Permanent Equipment*

Permanent and semi-permanent equipment includes (but is not limited to) the following: swings, gymnastic sets, volleyball nets, basketball backboards, jungle gyms, etc. Permanent equipment must be located in the rear of property only. Consideration must be given to lot size, equipment size and design, amount of visual screening, etc. Permanent and semi-permanent equipment is not permitted in streets, sidewalks, easements, and/or common areas.

All equipment must be properly maintained. Any equipment that becomes a community eyesore due to lack of maintenance must be removed.

All equipment must be constructed of wood that is treated with a preservative or protected by staining or painting. Metal equipment exclusive of wearing surfaces (i.e., slide poles, climbing rungs, etc.) must be painted to inhibit rust.

#### *Non-Permanent Equipment*

Non-permanent equipment includes (but is not limited to) the following: bicycles, balls, miscellaneous toys, etc.

Non-permanent equipment must be stored in the house, garage or shed when not being used. Equipment can be used anywhere within the homeowners lot. Equipment use on streets, sidewalks and/or common areas is not authorized, recommended or condoned by Sedona Lakes. Equipment used in these areas must not inhibit the flow of vehicular or pedestrian traffic and is at the homeowner's own risk.

A swing set or swing set section of a swing-fort combination unit shall not be taller than eight (8) feet. A child's playhouse/fort may have a roof no higher than twelve (12) feet nor a platform no higher than six (6) feet from the ground. A swing set, playhouse, or fort shall be located in the rear or side of the house behind a fence and not compromise the aesthetics of the community. When possible such structures shall be screened from view from the street.

### **Painting/Staining of Decks and Swing Sets**

Protection of wood decks and wood swing sets is encouraged. If an Owner chooses to stain the deck or swing set he must use a natural wood or clear stain color. Paint is not acceptable. Acceptable stain colors include: Clear, Natural, Oak, Maple, Mahogany, Cherry, Chestnut and Pecan. Stain colors other than those listed must be approved by the ARC.

## **Basketball Equipment, Sports Goals and Related Objects**

Permanent basketball goals may not be erected in the front or side yard of the house. Portable goals are allowed if stored behind the owner's fence or in the garage when not in use. Portable goals shall not be used so that play occurs in the street. The basketball goal backboard, net, mounting bracket and/or post must be kept in usable condition and acceptable appearance. Basketball goals not properly maintained will be required to be removed at the homeowner's expense.

Basketball goals must be located so that stray basketballs do not become a nuisance in adjacent neighbors' yards or cause a safety hazard to vehicle traffic.

Soccer goals, lacrosse goals or similar recreational items may not be permanently placed in the front yard of the house or so that play occurs in the street or alley. Temporary/portable items may be placed in the front yard during use, so long as play does not occur in the street or alley. Such temporary/potable items shall not be left in the front yard when not in use.

### **Flagpoles:**

Permanent flagpoles are prohibited

Displays of patriotism, school pride, and individuality are encouraged within reason and decorum. Each Owner is authorized to mount one temporary flagstaff on the front, rear or side of the residence, not to exceed six (6) feet in length. No roof-mounted flagstaff is allowed. Multiple flag configurations and any flagstaff in excess of six (6) feet must be approved by the ARC. The Owner may use the flagstaff to post national ensigns, pennants, or banners that contain no more than twenty four (24) square feet of material.

Homeowners installing temporary flag staffs attached to a front pillar or front wall of the dwelling which do not exceed six feet (6') in length do not need to submit an ARC for approval. Multiple temporary flagstaff configurations will require ARC approval.

Temporary flags may be displayed up to 30 days.

### **Sky Lights:**

Sky Lights will be reviewed on a case-by-case basis.

### **Solar Collectors/Panels/Water Heater:**

Panels mounted on the front side of the roof must be flush with the roof. Panels mounted on the rear side of the roof may be flush or elevated. If elevated, they must not extend above the roof peak so far that they are not visible to the public.

### **Security Doors & Windows and Window Tint**

Security treatments of doors and windows must be approved by the ACC prior to installation. The use of "burglar bars", steel, wrought iron bars, or similar fixtures on the exterior of the window or door is prohibited. ARC approval is not required for the addition of screen doors that are not located on the front of the house if the material matches or is similar to existing doors on the house and if the color is complimentary to the existing doors on the house. Windows shall be of clear glass or a tinted glass of gray or smoke color. The use of reflective glass, aluminum foil or reflective tinting is prohibited.

### **Gutters & Downspouts:**

New or additional gutters and/or downspouts must match those existing in color, design and materials and must not adversely affect drainage on adjacent properties. Cisterns may only be placed in side or rear yards.

### **Holiday Decorations**

Christmas, holiday or other festive decorations of a temporary nature for generally recognized Holidays may be implemented without ARC approval. Decorations cannot be installed more than four (4) weeks prior to the respective holiday and must be removed within four (4) weeks after the respective holiday.

### **Electronic Insect Traps:**

Electronic Insect traps are not recommended, but are allowed without completing an ARR within the following guidelines:

- 1) Traps will not be located in an area of the lot causing a nuisance to adjacent owners.
- 2) Traps are not to be operated after 10:00 p.m. or when the area protected by the trap is no longer occupied.

### **Firewood Storage:**

Firewood must be stacked neatly and located to the rear of the residence. Location of the firewood pile must minimize visual impact. Screening may be required in some cases.

### **Lawn Furniture:**

Lawn furniture may only be kept on front porches or in rear yards. Lawn furniture cannot be placed in the front yard of any dwelling when not in use. Lawn furniture used on front porches should not be in excess and should be neatly placed.

### **Window Unit Air Conditioners:**

No window or wall type air conditioners shall be permitted to be used, placed or maintained on or in any building on the Lots, with the exception that window or wall type air conditioners shall be permitted for the benefit of a garage if such air conditioning unit is located at the rear of the garage unit, and is screened from view by any other Lot, Common Area or Dwelling.

### **Miscellaneous**

The ACC may grant variances when circumstances require deviation from these guidelines so long as the variance does not result in a material or substantial violation of the guidelines. These guidelines shall not be interpreted to constitute the approval of construction permits. The ACC may at times request copies of all information submitted to the city, county or state. ARC approval does not override city or county codes or statutes or existing deed restrictions, which must be complied with at all times. Applicable building permits must be Contractors must have liability insurance and provide ACC with copy prior to beginning work.

### **Reminders**

Homeowners are encouraged to park their cars in the driveway. This measure is to allow maximum visibility while driving; for children and animals.

Working on your car must be done in your garage or out of public view.

The HOA and/or management company will refer junked vehicles producing oil to the city for code enforcement.

Please advise the HOA and/or the management company of guests needing to park cars or other vehicles in the street for an extended period.

## Attachment A

### Site Planning Criteria

<b>Lot Widths</b>	<b>60'</b>	<b>70'</b>	<b>80'</b>
<b>SETBACKS</b>			
Front	25'	25'	25'
Interior Side	5'	5'	5'
Corner Side	5'	5'	5'
Rear	Utility Easement	Utility Easement	Utility Easement
<b>MINIMUM LOT AREA</b>	60' X 115'	70' X 120'	80' X 130'
<b>LOT COVERAGE</b>	60%	60%	60%
<b>MINIMUM UNIT SIZE/MAXIMUM UNIT SIZE (SF)</b>	2100/3915 S.F.	2600/4700 S.F.	3200/NONE S.F.
<b>FLOOR PLAN AND ELEVATION REPETITION</b>			
SAME PLAN, SAME ELEV. ON SAME SIDE OF THE STREET.	FOUR FULL LOTS MUST BE SKIPPED (A SIDE STREET DOES NOT COUNT AS A LOT)		
SAME PLAN, SAME ELEV ON THE OPPOSITE SIDE OF THE STREET	FOUR FULL LOTS MUST BE SKIPPED (A SIDE STREET DOES NOT COUNT AS A LOT)		
SAME PLAN, SAME ELEV. ON BACK TO BACK LOTS	PERMITTED ON ALL LOT SIZES		
SAME PLAN, DIFFERENT ELEV. ON SAME SIDE OF STREET	TWO FULL LOTS MUST BE SKIPPED (A SIDE STREET DOES NOT COUNT AS A LOT)		
SAME PLAN, DIFFERENT ELEV. ON OPPOSITE SIDES OF THE STREET	TWO FULL LOTS MUST BE SKIPPED (A SIDE STREET DOES NOT COUNT AS A LOT)		
SAME OR SIMILAR BRICK, STONE OR STUCCO ON NEIGHBORING LOTS OR LOTS DIRECTLY ACROSS THE STREET	NOT PERMITTED		
<b>GARAGE PLACEMENT</b>	MUST BE PLACED ON OPPOSITE SIDE OF LOT FROM A SIDE STREET ON CORNER LOTS		
<b>GRADING/DRAINAGE &amp; BERMS</b>	EACH LOT MUST DRAIN IN ACCORDANCE WITH THE APPROVED GRADING PLAN		
<b>DRIVEWAYS</b>			
DRIVEWAY LOCATION	ARC SHALL PROVIDE APPROVED DRIVEWAY LAYOUT MAP		
MATERIALS PERMITTED	CONCRETE REQUIRED FOR ALL LOTS, SUBJECT TO ARC, APPROVAL CUSTOM DRIVEWAYS USING MASONRY, STAMPED OR COLORED CONCRETE MAY BE ALLOWED		
MATERIALS PROHIBITED	ASPHALT PAVING, LOOSE GRAVEL AND STONE AND TIMBER BORDERS		
CONSTRUCTION STANDARDS	REFER TO CITY OF MANVEL ORDINANCES		
2-CAR GARAGE DRIVEWAY WIDTHS	UP TO 18' AT FACE OF GARAGE, 16' AT CURB		
3-CAR GARAGE DRIVEWAY WIDTHS	UP TO 30' AT FACE OF GARAGE, 28' AT CURB		

<b>SIDE BY SIDE DRIVEWAYS ON NEIGHBORING LOTS</b>	
GENERAL	SIDE BY SIDE DRIVEWAYS ON NEIGHBORING LOTS MUST BE MINIMIZED TO TWO OCCURANCES PER EACH SIDE OF THE STREET
<b>SIDEWALKS</b>	
GENERAL	A FOUR FOOT CONCRETE SIDEWALK MUST BE CONSTRUCTED ALONG THE STREET BY EACH LOT BUILDER. NO ABRUPT CURVES OR SHARP ANGLES WILL BE ALLOWED. MANHOLES AND VALVE BOXES MUST BE FLUSH WITH THE CONCRETE PAVING TO INSURE PEDESTRIAN SAFETY. WHERE SIDEWALKS CROSS DRIVEWAYS WITH DECORATIVE PAVING, THE STANDARD SIDEWALK DESIGN DOES NOT HAVE TO BE CARRIED THROUGH THE DRIVEWAY. WHERE SIDEWALKS CROSS A WALKWAY WITH DECORATIVE PAVING, THE STANDARD SIDEWALK DESIGN MUST BE CARRIED THROUGH THE WALKWAY ARC SHALL PROVIDED STANDARD WALKWAY DESIGN.
<b>POOLS, DECKS AND ANCILLARY STRUCTURES</b>	
GENERAL	RESTRICTED TO REAR YARDS ONLY. DECKS AND ANCILLARY STRUCTURES MUST BE SETBACK A MINMUM OF THREE (3') FEET FROM THE SIDE PROPERTY LINES, NO STRUCTURES MAY BE CONSTRUCTED ON A UTILITY EASEMENT.
<b>SWIMMING POOL, APPURTENANCES AND EQUIPMENT</b>	
GENERAL	ALL APPARATUS ASSOCIATED WITH SWIMMING POOLS SUCH AS WATERFALLS AND SLIDING BOARDS REQUIRE ARC APPROVAL AND MAY NOT EXCEED THE HEIGHT OF THE FENCE. POOL FILTERS AND EQUIPMENT LOCATED ON A LAKE OR COMMON/OPEN SPACE LOT MUST BE SCREENED WITH AN EVERGREEN HEDGE OR FENCE.
<b>WOOD FENCES</b>	
GENERAL	THE BUILDER IS RESPONSIBLE FOR INSTALLING A FENCE ALONG THE REAR AND SIDE PROPERTY LINES OF EACH LOT, EXCEPT PERIMETER FENCING. FENCING IS NOT PERMITTED IN THE FRONT YARD OF ANY LOTS. ALL FRONT FACING WOOD FENCING MUST BE LOCATED A MINIMUM DISTANCE OF 15' FEET BEHIND THE FRONT ELEVATION OF THE HOUSE. MECHANICAL EQUIPMENT MUST BE BEHIND THE FRONT ELEVATION OF THE HOUSE. MECHANICAL EQUIPMENT MUST BE LOCATED BEHIND FENCE. ALL WOOD FENCES VISIBLE TO THE PUBLIC INCLUDING FENCING FACING THE STREET MUST BE INSTALLED WITH THE GOOD SIDE 'OUT'. ALL WOOD FENCES MUST BE SIX (6') FEET HIGH AND CONSTRUCTED OF 1"X 6" VERTICAL CEDAR PICKETS AND 2" X 6" CAP AND 4"X 4" PRESSURE TREATED POSTS. METAL POSTS ARE ALLOWED. ALTERNATING PANELS ARE NOT PERMITTED.
<b>MASONRY AND STONE WALLS</b>	
GENERAL	THE DEVELOPER IS RESPONSIBLE FOR INTALLING A FENCE ALONG THE REAR AND SIDE PROPERTY LINES OF EACH LOT WHEREVER STONE OR BRICK WALL IS REQUIRED. MASONRY FENCE IS REQUIRED AT MAJOR INTERSECTIONS AND ENTRANCES. STONE COLUMNS WITH STONE/BRICK WALL WILL BE REQUIRED ALONG ALL COLLECTORS AND BOULEVARDS.
CONSTRUCTION STANDARDS	MASONRY AND STONE WALL STANDARD DESIGN SHALL BE PROVIDED BY THE ARC.
<b>WROUGHT IRON FENCES</b>	
GENERAL	HOME BUILDER IS RESPONSIBLE FOR INSTALLING A FENCE ALONG THE REAR SIDE PROPERTY LINES OF EACH LOT ADJACENT TO LAKES AND COMMON/OPEN SPACE.
CONSTRUCTION STANDARDS	TUBULAR STEEL FENCE STANDARD DESIGN SHALL BE PROVIDED BY THE ARC. ALL FENCING MUST BE POWDERCOATED IN BLACK SEMI-GLOSS ONLY.
LAKE OR COMMON/OPEN SPACE LOTS	A FOUR FOOT TUBULAR STEEL FENCE MUST BE CONSTRUCTED ALONG THE COMMON PROPERTY LINES OF ALL LOTS ADJOINING LAKES AND COMMON/OPEN SPACE AREAS. THE FOUR FOOT FENCE MUST EXTEND FROM THE REAR CORNERS OF THE LOT TEN (10") FEET ALONG THE SIDE PROPERTY LINES. THE WOOD FENCE MUST TRANSITION IN HEIGHT FROM 4' TO 6' LONG ANGLED TOP SECTION.

## Attachment B

### Architecture Criteria

LOT WIDTHS	60'	70'	80'
<b>% MASONRY REQUIREMENTS</b>			
GENERAL	ONE STORY 100%; TWO STORY, 1 <sup>ST</sup> FLOOR 100%; SECOND FLOOR 35%; IN GENERAL, ANY FASCAD E FACING A STREET OR COMMON/OPEN SPACE SHALL BE SIDED WITH 100% BRICK WITH THE EXCEPTION OF TRIM, ACCENTS, WINDOWS AND OTHER ARCHITECTURAL AMENITIES. THE ARC MAY CONSIDER OTHER MATERIALS ON A CASE BY CASE BASIS SUCH ACCENTS, RECESSED PORCHES, PATIOS OR OTHER FEATURES THAT MAY BE CONSIDERED ARCHITECTURALLY SOUND AMENITIES. THE FRONT FASCAD E OF ANY HOME MUST BE 100% BRICK.		
MAJOR THOROUGHFARES	FOR THE REAR ELEVATION OF ALL 2-STORY RESIDENCES CONSTRUCTED ALONG MAJOR THOROUGHFARES (LOOP STREETS). THE SECOND STORY ELEVATIONS MUST BE CONSTRUCTED OF 100% BRICK, STONE, OR STUCCO WHERE VISIBLE TO THE R.O.W.		
LAKE AND COMMON/OPEN SPACE	THE REAR ELEVATION OR SIDE OF ALL 2-STORY RESIDENCES OR GARAGES FACING LAKES AND COMMON/OPE SPACE MUST BE 100% BRICK.		
<b>EXTERIOR MATERIALS</b>			
BRICK	MUST MEET THE STANDARD SPECIFICATIONS ESTABLISHED BY THE BRICK INSTITUTE OF AMERICA.		
STUCCO	CEMENTITIOUS-BASED OR ACRYLIC BASED STUCCO IS PERMITTED. 100% STUCCO IS NOT PERMITTED. STUCCO MAY BE USED IN COMBINATION WITH OTHER MATERIALS UP TO 40%, BUT MAY NOT COVER WALLS COMPLETELY AS A SINGLE MATERIAL. QUALITY AND INSTALLATION SHALL MEET CEMENT AND PLASTER INSTITUTE MINIMUM STANDARDS. STUCCO BOARD IS NOT PERMITTED. EFIS AND DRIVET ARE NOT PERMITTED. THE USE OF PERMOFLEX IS LIMITED TO DORMERS, GABLES AND AREAS THAT WILL NOT SUPPORT BRICK ON THE SECOND STORY ELEVATION (SUCH AS THE AREA ABOVE THE ROOF LINE). THE USE OF HARDIPANEL IS NOT A PERMITTED SUBSTITUTE.		
SIDING	CONCRETE HARDI-PLANK		
WOOD	ALL WOOD MUST BE PAINTED OR STAINED. IF A STAIN IS USED, A WOOD SEALANT MUST BE USED.		
STONE OR CULTURED STONE	STONE ACCENTS ARE ENCOURAGED AND MUST BE APPROVED BY THE ARC.		
METAL	APPROVED EXPOSED METALS ARE BRONZE, COPPER OR PAINTED GALVINIZED STEEL. ALTERNATIVES MAY BE SUBMITTED TO THE ARC FOR APPROVAL.		
TRIM	WOOD TRIM MUST BE OF HIGH QUALITY FINISHED GRADE STOCK, STAINED OR PAINTED AND APPROVED BY THE ARC.		
MORTOR JOINTS	MORTOR JOINTS SHALL BE TOOLED; SLUMP JOINTS ARE NOT ALLOWED.		
NOT PERMITTED	METAL AND VINYL SIDING; REFLECTIVE ALUMINUM.		
<b>WINDOWS</b>			
PERMITTED	WOOD OR METAL WINDOWS OR VINYL CLAD WINDOWS MAY BE USED. WHEN METAL WINDOWS ARE USED, THE FINISH SHALL COMPLIMENT THE COLOR AND THE ARCHITECTURAL STYLE OF THE HOUSE.		
NOT PERMITTED	MIRRORED, REFLECTIVE GLASS, WROUGHT IRON ORNAMENTATION, BURGLAR OR SECURITY BARS ON WINDOWS AND DOORS ARE NOT PERMITTED. SUNSCREENS AND AWNINGS ARE NOT PERMITTED.		
<b>ROOFING MATERIALS</b>			

COMPOSITION SHINGLES	STANDARD COLOR IS DARK GREY. SHINGLES SHALL CARRY A REQUIRED 30-YEAR WARRANTY
<b>ROOF FORMS</b>	
GENERAL	ROOF PITCHES MUST BE 8:12 OR GREATER SIDE TO SIDE. ROOF PITCH FRONT TO BACK MUST BE 6:12 OR GREATER. ROOF PITCHES OVER PORCHES MUST BE 4:12 OR GREATER. DORMERS MAY NOT BE LESS THAN 4:12
NOT PERMITTED	FLAT ROOFS, PITCH LESS THAN 6:12
ENTRIES	EACH FRONT ENTRY MUST BE RECESSED OR HAVE A ROOF OVERHANG. NO AWNING OVER THE ENTRY
<b>CHIMNEYS</b>	
GENERAL	MUST BE CONSTRUCTED OF MATERIALS THAT COMPLIMENT THE DWELLING UNIT IN STYLE AND COLOR. SIDING IS PERMITTED
CHIMNEY CAPS	SHEET METAL CHIMNEY CAPS ARE REQUIRED ON ALL CHIMNEYS AND MUST BE PAINTED TO MATCH CHIMNEY MATERIAL.
GAS FIREPLACES	DIRECT VENT IS PERMITTED BUT MAY NOT BE VISIBLE FROM THE STREET.
RAILING	RAILING MAY ONLY BE WROUGHT IRON PAINTED BLACK. ALTERNATIVES MUST BE APPROVED BY THE ARC. PRESSURE TREATED DECK RAILING IS NOT PERMITTED.
<b>GARAGES</b>	
STORAGE CAPACITY	MINIMUM TWO CAR GARAGES, THREE CAR FRONT LOADED GARAGES ARE PERMITTED. FOURTH CAR SPACE IS ALLOWED BUT MUST BE STACKED. FOUR CAR FRONT LOADED GARAGES ARE NOT PERMITTED.
ROOF FORMS	THE ROOF PITCH OF A GARAGE MAY NOT EXCEED THE ROOF PITCH OF THE RESIDENCE. THE ROOF MAY NOT EXCEED THE HEIGHT OF THE RESIDENCE.
GARAGE DOORS	METAL, paneled constructed doors are required. GARAGE DOORS MUST BE OF A COLOR THAT COMPLIMENTS THE COLOR AND ARCHITECTURE OF THE RESIDENCE.
GARAGE DOOR OPENERS	REQUIRED ON ALL DOORS
GARAGES WITH SECOND STORY LIVING OR STORAGE	PERMITTED DORMERS ARE REQUIRED ON GARAGE SIDE FACING THE LAKE, OPEN SPACE OR AMENITY. NO DORMER IS ALLOWED ON SIDE OF GARAGE FACING NEIGHBORS LOT.
DETACHED GARAGES	GARAGES SHALL BE REQUIRED AT A MINIMUM TO HAVE BRICK/MASONRY ON THE FRONT OF THE GARAGE. ON LOTS THAT FRONT LAKE/WATER REQUIRED TO BE 100%.
SWING IN OR SIDE LOAD GARAGES	THE SWING IN GARAGE DOOR SHOULD NEVER FACE THE ENTRY TO A SECTION OR THE ENTRY TO A CUL-DE-SAC OR COURT. THE SWING IN GARAGE DOORS SHOULD NEVER FACE A LAKE OR OPEN SPACE AREA. SWING IN GARAGES THAT FACE EACH OTHER ON NEIGHBORING LOTS WILL NOT BE PERMITTED. TWO CAR SWING IN GARAGES ONLY. THE REAR AND SIDE OF THE GARAGE FACING THE STREET, LAKE OR OPEN SPACE MUST HAVE WINDOWS.
PRECAST ADDRESS BLOCKS	PRECAST CONCRETE COMMUNITY STANDARD ON ALL RESIDENCES. ADDRESS BLOCK SHALL BE INTEGRATED INTO THE ARCHITECTURE OF THE FRONT FASCAD. ARC TO PROVIDE STANDARD DESIGN AND FONT.

**Attachment C**

Landscape Criteria

LOT WIDTHS	60'	70'	80'
<b>FRONT YARD REQUIREMENTS (MIN.)</b>			
CANOPY TREES	TWO 3" CALIPER LIVE OAKS LOCATED 10' FROM THE RIGHT OF WAY	TWO 4" CALIPER LIVE OAKS LOCATED 10' FROM THE RIGHT OF WAY	TWO 4" CALIPER LIVE OAKS LOCATED 10' FROM THE RIGHT OF WAY
LARGE SHRUBS OR ORNAMENTAL TREES	TWO @15 GAL.	THREE @ 15 GAL.	FOUR @15 GAL.
MEDIUM SIZE SHRUBS	TEN @ 5 GAL.	FIFTEEN @ 5 GAL.	TWENTY @ 5 GAL.
BORDER PLANTS	TWENTY-FIVE@1 GAL.	THIRTY @ 1 GAL.	THIRTY @ 1 GAL.
AT FOUNDATION	EVERGREEN PLANT	EVERGREEN PLANT	EVERGREEN PLANT
LAWN	BERMUDA OR ST. AUGUSTINE SOD	BERMUDA OR ST. AUGUSTINE SOD	BERMUDA OR ST. AUGUSTINE SOD
IRRIGATION	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED
UTILITY PEDESTALS	SCREEN WITH EVERGREEN SHRUBS		
<b>REAR YARDS ON LOTS NOT FACING LAKES, AMENITIES OR COMMON/OPEN SPACE LOTS</b>			
SHADE OR FLOWERING TREES	ONE 3" CALIPER	ONE 3" CALIPER	ONE 3" CALIPER
IRRIGATION	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED
<b>REAR YARDS FACING LAKES, AMENITIES OR COMMON/OPEN SPACE LOTS</b>			
LAWN	BERMUDA OR ST. AUGUSTINE SOD	BERMUDA OR ST. AUGUSTINE SOD	BERMUDA OR ST. AUGUSTINE SOD
SHADE OR FLOWERING TREES	TWO 3" CALIPER	TWO 3" CALIPER	TWO 3" CALIPER
IRRIGATION	REQUIRED	REQUIRED	REQUIRED
<b>PLANTING BEDS</b>			
REQUIRED	MULCHED WITH SHREDDED HARDWOOD OR PINE BARK. MINIMUM PLANTING BED WIDTH OF 5' FROM FRONT OF RESIDENCE.		
PERMITTED	STEEL EDGING (GREEN). BRICK SET IN MORTOR, NATURAL STONE		
NOT PERMITTED	GRAVEL OR ROCK MULCH, PLASTIC EDGING, LOOSE BRICK EDGING, CONCRETE SCALLOP EDGING, CORRUGATED ALUMINUM EDGING, WIRE WICKETS, RAILROAD TIES, CHICKEN COOP WIRE ATTACHED TO STAKES, SMALL PICKET FENCING CONTINUOUS CONCRETE BANDS, SHRUBS OR TREES BETWEEN THE SIDEWALK AND THE STREET CURB ARE PROHIBITED.		
LANDSCAPE STANDARDS	ALL PLANT MATERIAL SHALL BE SOUND, HEALTHY SPECIMENS TYPICAL OF THEIR SPECIES, WITH WELL FORMED TOPS AND ROOTS, AND SHALL BE FREE FROM INJURIOUS INSECTS, INSECT EGGS, LARVAE, DISEASES, AND SERIOUS INJURIES TO BARK, ROOTS, FOLIAGE, BROKEN BRANCHES OR ANY OTHER TYPES OF DISFIGUREMENT. ALL PLANTS THAT FAIL TO MAKE NEW GROWTH FROM A DORMANT CONDITION, DECLINE OR DIE SHALL BE REPLACED. A PLANT IS CONSIDERED DEAD IF AT LEAT 50% OF ITS GROWTH IS DEAD. THE ARCH RESERVES THE RIGHT TO REQUIRE LOT OWNERS TO REPLACE PLANTS THAT DO NOT MEET THESE REQUIREMENTS.		

**ARCHITECTURAL REVIEW APPLICATION**

In an effort to maintain property values, deed restrictions require that **exterior changes be approved by an Architectural Review Committee prior to commencing work**. Their evaluation addresses architectural harmony, color, location, minimum construction standards and restrictions. Please consult your deed restrictions for additional information. If your change has not been approved, the Committee will have the right to ask the homeowner to remove the improvement and/or change from the property. **COMPLETE THIS FORM IN DETAIL. IF NOT COMPLETED IT CANNOT BE PROCESSED AND WILL THUS BE DENIED.**

Subdivision: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Address: \_\_\_\_\_

Please check the improvements and circle the item applicable to your request and see the reverse for additional information that may be required:

Who will perform work? \_\_\_\_\_

Repair Exterior Wood

Replace Siding

Paint- Residence/ Trim

Repair/Replace Roof

Replace Garage Door/Front Door

Install Patio

Repair and/or Install Fence

Stain Deck/Dock/Other

Room Addition

Repair Exterior Brick

Extend Driveway/Walkway

Install Patio Cover

Spa/Pool

Replace mailbox – detail type

Install Basketball Goal

Landscaping -- circle what applies - fountains, trees plant or remove, permanent flower bed structure, etc. Backyard landscaping for lake lots requires a survey map with location, list of materials and plants/ trees.

Add Separate Structure or Building (Storage, Fort/Jungle Gym, Satellite Dish, Brick Mailbox, Flag pole etc.)

Other: \_\_\_\_\_

**INSTRUCTIONS**

Submit your survey map and then insert any proposed addition (room, outbuilding, fence, etc.). Feel free to enclose photographs, sales literature, catalog pages, etc. Your application will be returned if samples of paint, roof shingle, siding and the survey map are not attached if required for project. Please make sure to sign the form before returning it to SCS MGMT.

**INFORMATION REQUIRED:**

1. Exterior Painting - attach 2 samples of your color choice to the back of this page. **If you are applying for a base paint color with a different color trim, please include two samples of each color.**
2. Roofing Materials - Attach a small sample of shingle to box on reverse side. State manufacturer name, color of shingle and years of warranty.
3. Addition of fence, driveway, walkway or other structure (greenhouse, fort/jungle gym, satellite dish, etc.) - draw location of improvement on survey map and give dimensions including height, length, width and distance from each fence; list construction materials to be used and include samples of paint and roofing materials.
4. New Construction, Room additions and outbuildings – survey map with location of new construction and /or addition drawn plus elevation and side view; show windows, doors, slope of roof, etc. Indicate all construction materials for exterior walls and roof , submit samples of each. New Construction plans will not be returned but kept on file with SCS MGMT.
5. Pool requirements – submit **survey map** showing planned location of the pool. Include distance from each fence and pump equipment location. Include approval letters from MUD District and/or County permit if they are required per your neighborhood. A monetary deposit may be required in some neighborhoods, please check before submission.

I request a response as quickly as possible and agree not to begin the project until a response is received. I understand the Committee members are not architects and do not endorse any products or services.

\_\_\_\_\_  
SIGNATURE OF HOMEOWNER

\_\_\_\_\_  
DATE

ATTACH TWO SAMPLES OF MATERIALS HERE

BASE COLOR

TRIM COLOR

FOR COMMITTEE USE ONLY

**SUBMISSION APPROVED**

Thank you for submitting your plans for exterior changes. Your application has been **approved** for the specified modifications. Any revisions or alterations require re-submission prior to commencement. Approval denotes compliance with the deed restrictions and carries no warranty regarding structural fitness, compliance to building codes, assurances against encroachments, etc. Once work has begun, completion must be within (30) days unless otherwise noted.

Comments: \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**SUBMISSION DENIED**

Your application for exterior changes has been **denied**, as it does not meet guidelines as presented. Please re-assess and resubmit your plans.

- a. color selection is not an approved shade
- b. height or size limitations are exceeded
- c. placement on lot appears to violate front set-back lines or side/rear easements
- d. construction materials are not in accordance with guidelines
- e. other; \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**ADDITIONAL INFORMATION REQUIRED**

Committee requests **additional information** prior to processing your request.

Comments: \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

RETURN TO: **SCS Management Services, Inc., 7170 Cherry Park Drive, Houston, Texas 77095**

**Telephone: (281) 463-1777 - Fax: (281) 463-0050 - E-mail: info@scsmgmt.com**

**FOR USE BY ARCHITECTURAL REVIEW COMMITTEE ONLY**



**Attachment E**

Checklist

- 1) Completed Form
- 2) Lot Survey showing location of requested changes
- 3) Photos/specifications of improvements
- 4) Neighbor's Signature/Acknowledgement

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*Joyce Hudman*