

Southwyck Home Owners Association

INDEX

1. Outbuildings/Play Structures
2. Basketball Goals
3. Patio Covers
4. Room Additions
5. Exterior Painting
6. Storm Windows/Screen Doors
7. Decks
8. Swimming Pools/Pool Enclosures
9. Solar Panels/Screens/Film
10. Satellite Dishes
11. Fence/ Fence Extensions
12. Decorations
13. Exterior Lighting
14. Mailboxes
15. Wind Turbines
16. Outdoor Carpeting
17. Burglar Bars
18. Birdhouses
19. Landscaping
20. Antennas
21. Driveway Extensions/Sidewalks
22. Garage Conversions/Carports/Detached Garages
23. Window Air Conditioners
24. Awnings
25. Greenhouses
26. Vehicles
27. Rain Barrel rules
28. Storm Shingles
29. Flags
30. Political Signs
31. Trash Pick-up
32. Holiday Decorations
33. Over Night Parking
34. Composting

updated
12/16

ARCHITECTURAL CONTROL COMMITTEE REVIEW GUIDELINES

The Architectural Control Committee was created to enhance property values by requiring conformity to certain standards of construction, visual appeal, uniformity and design, as well as ensuring safety for our residents. The Covenants, Conditions and Restrictions provide that "No building, fence, wall, structure, improvement, exterior appurtenance, or exterior corporeal hereditament, except landscaping (except landscaping defined as "living plants, trees, shrubs, flowers, etc. and utilization of non-living material necessary for growth: i.e. bark, mulch, etc. Trellises, window boxes, arbors and permanent brick borders must have Architectural Control Committee approval. Landscape timbers and bricks without mortar do not need Architectural Control Committee approval unless they exceed a height of one (1) foot, shall be commenced, erected, placed, or altered on any Lot, improvements or appurtenances until the construction plans and specifications describing the nature, kind, shape, height, materials and a plot plan showing the location of same, have been approved in writing."

PROCEDURE

A "Home Improvement Approval Form" must be completed in its entirety and mailed to the address indicated at the top of the form. All pertinent information such as plans, specifications, building permits, locations indicated on a copy of the survey, etc. should be included with the application.

These forms are available from your Section Board. The Architectural Control Committee cannot respond to verbal request for approval - all applications must be made in writing

The Architectural Control committee has thirty days from the date of receipt of an application in which to respond. If additional information is required by the Architectural Control Committee, the application process will be extended accordingly. Plans for the implementation of the proposed improvement(s) should allow for the time required to complete the approval process.

If an application is not approved, the Architectural Control Committee will state in their letter why such approval was denied and what type of application changes, if any, would alter that decision. If an applicant wishes to discuss or appeal a decision made by the Architectural Control Committee, the Designated Representative should be contacted at a specified number.

DISCLAIMER

It should be noted that guidelines do change from time to time. The following should not be construed as the final guidelines without first checking with the Architectural Control Committee. This reduces the possibility of homeowners following obsolete guidelines in their home improvements.

GUIDELINES

The following are guidelines adopted by the Architectural Control Committee to specify their standards, requirements and thought processes used in evaluating an application. These *guidelines* will be amended from time to time as the circumstances, conditions or opinions of the Architectural Control committee dictate. It should be noted that each application is considered on its own merit and that the Architectural Control Committee may grant variance from these guidelines and/or from certain provisions of the Covenants, Conditions and Restrictions (Article III). It should be noted that Architectural Control Committee approval is required prior to the installation or construction of the improvement or change. **If an improvement is made without Architectural Control committee approval, the Board of Directors has the legal right to enforce its removal.**

Architectural Control Committee shall be noted by ACC in future notes.

1. Outbuildings/Play Structures

- 1.1 An "outbuilding" is defined as any structure which is not attached to the main structure. This definition does not include bona-fide additions to the main residence or garages, but does include storage sheds, gazebos and playhouse/forts.
- 1.2 The ACC will consider the following:
 - 1.2.1 The colors should match/blend with the predominant exterior colors of the main residence.
 - 1.2.2 Materials should match those of the main residence in both size and color, however, the ACC may approve small prefabricated metal storage buildings providing the color blends with the main residence.
 - 1.2.3 It should have a peaked roof, no higher than nine feet (9') from the ground to the highest point and a maximum of 10'x12' floor space. Structure must be kept a minimum of eight feet (8') off the rear property line, unless granted variance due to configuration of individual lot and distance from the side fence will be determined based on visibility from the street in front of the lot. At no time, however, will that distance from side fence be less than three feet, regardless of visibility. Location must also be far enough away from fence to allow for drainage to occur entirely on the owner's lot.
 - 1.2.4 Storage building placed on a concrete slab on top of a utility easement will require letters of consent to Encroach as it will be considered portable. HL&P currently charges \$125 for its consent letter. If a storage building is not on the utility easement, but on a slab, and can be moved, the ACC will consider it portable.
 - 1.2.5 No storage building can be built up against any side or rear wall of home unless its maximum height is less than 6 feet and it is not visible above the fence. It must also comply with all other requirements for proper construction, size, and location.
 - 1.2.6 If less than 6', may be placed in side yard provided 3' minimum is observed.
 - 1.2.7 Playhouse/fort must be no higher than 12' maximum. If fort has a platform, it can be no higher than 5' off the ground and centered in backyard to protect neighbor's privacy. Canvas roofing materials must be earth tones;

green or brown tints or shades. Also, the canvas must be kept in quality condition or its removal will be requested by the HOA.

1.2.8

Gazebo- Freestanding- Must be 6 feet away from house. Case by case reviews with a maximum height at peak of 11' and must be 3' off side and 8' off back fence.

2. Basketball Goals

- 2.1 The basketball goal backboard and net must be maintained in excellent condition at all times.
- 2.2 Backboard must be regulation size and color.
- 2.3 If the backboard is mounted on a pole, pole can be no larger than 6" diameter and must be regulation height. Pole must be located behind front building set back line, on exterior side of driveway and behind perimeter fence.
- 2.4 If any complaints are received within 6 months after installation, the basketball goal will be subject to immediate removal at the request of the ACC.
- 2.5 All Backboards must be either clear or white fiberglass.
- 2.6 Addendum: Portable basketball goals are not allowed.

3. Patio Covers

- 3.1 Should be constructed of materials which complement the main structure.
- 3.2 Prefab covers made of metal are not permitted.
- 3.3 If attached to house, must be integrated into existing roof line (flush with eaves). And if it is to be shingled, shingles must match roof. Entire patio cover and posts should be trimmed out to match house. Supports must be painted wooden or metal columns. No pipe is allowed.
- 3.4 At no time, however, shall a shingled roof be allowed with an unpainted frame. Frame must be painted to match trim of the house whether treated or untreated wood is used.
- 3.5 Patio Construction Materials are as follows:
 - 3.5.1 Painted wood (to match trim of house)
 - 3.5.2 Natural pressure treated wood, such as cedar, fir, redwood, may be used. Treated pine must be painted or stained.
 - 3.5.3 Fiberglass is not acceptable as a construction material. All patio cover material, i.e. Corrugated aluminum, metal, wood, lattice, must be completely framed in so that no raw edges of material are visible.
 - 3.5.4 If canvas is used as roofing material on a patio cover, it must be an earth tone color and the structure must be located where it is not visible from the street. Also, the canvas must be kept in quality condition or its removal will be requested by the HOA. No blues or greens allowed for residential use.
 - 3.5.5 Patio covers may not encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment.
 - 3.5.6 Patio covers must be situated on the lot to provide drainage solely into the owner's lot. If a proposed patio cover location is less than five feet (5') away from side lot line, the ACC will require that it be guttered with downspouts if it is to be a solid cover.

4. Room Additions

- 4.1 Exterior materials and colors should match the house as much as possible
- 4.2 Detailed plans must be submitted to the ACC
- 4.3 Room additions may not encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment.
- 4.4 On individual basis. Size and shape will depend on architectural style and layout of home, size of lot and how well room addition integrates with existing home. Addition of a storage area will not qualify as a bona-fide room addition and will not be permitted. Plans for room addition must show a room of reasonable size to constitute a legitimate request for a room addition. Roof of addition must integrate with existing roof line to appear to have been part of the original home. Room additions cannot exceed one-third of the remaining back yard, but may be denied for other reasons, i.e., Structural integrity, architectural suitability, etc. even if it does only use one-third of the remaining yard.
- 4.5 Building permits are the responsibility of the homeowner

5. Exterior Painting

- 5.1 Earth tone colors were most often used when homes were constructed. In general, an earth tone color should receive ACC approval.
- 5.2 Other earth tone blend colors will be considered. The color of neighboring homes will be taken into consideration along with the applicant's house exterior features.

6. Storm Windows/Screen Doors

- 6.1 Providing the frames of these are of a color compatible with the exterior house colors, storm windows and storm or screen doors should receive ACC approval.

7. Decks

- 7.1 Decks may not encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment
- 7.2 Decks should not be situated on the lot so that they may pose a problem to the effective drainage of the lot or neighboring lot
- 7.3 Decks cannot be higher than 18"
- 7.4 Paint should match the house.
- 7.5 Only exterior grade materials may be used.

8. Swimming Pools and Spas

- 8.1 No pool or spa of any type may encroach into any utility easement unless the utility companies have granted their written consent to such encroachment. Decking also requires consent agreement. Consents must be received prior to approval. NOTE: HL&P charges \$125 for this consent letter.
- 8.2 Ideally any pool or spa should be located at least five feet (5') from a side and rear lot line to maintain proper drainage on lot. However, a minimum of three feet (3') will be allowed in certain circumstances.

8.3 Above ground pools will receive special consideration. Above ground pool may be acceptable provided it is not over 4' in height. Decking around pool cannot be over 18" above ground so to ensure privacy of neighbors. If there is a walkway around pool, it cannot be visible above the 6-foot fence. It must also be three feet to five feet (3-5') from the side and rear fence.

9. Solar Panels/ Screens/ Film

9.1 The ACC may approve solar panels which are unobtrusive and which blend in with the roof shingle color

9.2 Parabolic solar collectors which are not mounted to be flush with the roof will not be approved.

9.3 Solar panel frames should be bronze or black in color to best blend in with the shingles. All unfinished aluminum must be painted the color of the shingles.

9.4 No solar panel should be mounted so that they are visible from the fronting street.

9.6 Solar screens allowed on windows in appropriate approved colors

9.7 Colors and manufacturers must be acceptable to ACC for both screens and panels

9.8 Solar film must be non-reflective

9.9 Solar panels may not extend beyond the roof line

10. Satellite Dishes

10.1 Dish cannot be visible from a fronting or side street.

11. Fence and Fence Extensions

11.1 Case by case

11.2 No higher than eight feet (8') and granted on limited basis only. Consents from all affected neighbors must be submitted to be considered for height extension.

11.3 No painting, staining or vanishing of fence

11.4 Brick, iron or cedar only

11.5 Fence extension requests should be submitted by both neighbors sharing the side lot line and fence, except in the case of a corner lot.

11.6 No fence may extend as to encroach across the front building line.

11.7 If both neighbors do not concur as to a proposed fence extension, the ACC will examine the effect the fence extension will have on both properties. If one party will suffer detrimentally from the extension (i.e. will totally enclose a bay window), the ACC will reject the application.

11.8 Only fence extensions which will be installed picket side out shall be considered by the ACC.

11.9 Replacement or repairs must be made with similar materials and construction details as used in original fence.

12. Decorations

12.1 On front of lots and on any portion of a lot visible from any street, there shall be no decorative appurtenances placed, such as sculptures, birdbaths, birdhouses,

fountains, (hammocks, pink flamingos) or other decorative embellishments unless such specific items have been approved in writing by the Architectural Control Committee on a case by case basis (see 19 below regarding bird houses).

12.2 Benches and gates will be reviewed on an individual basis.

12.3 House numbers may be placed on house. Free standing house numbers are not to exceed 12" X 18" in the front yard.

13. Exterior Lighting

13.1 Additional exterior lighting should not be of a wattage or lumen count which will affect neighboring homes.

13.2 Directional lights or flood lights must be aimed so as not to shine in the windows of neighboring homes.

13.3 Low voltage landscape lighting, white in color only, *should receive ACC approval.*

13.4 Security, mercury vapor, or fluorescent lights must be attached to the front of the house preferably garage. Mercury vapor, fluorescent and sodium halide are not permitted in back or side yard.

13.5 Yard lights may be gas or electric. Single lamp only. Maximum height 6'. May be in front or back. Gas or electric lights must be black, brown or white, depending on color of house and determination of suitable color will be the decision of the ACC.

14. Mailboxes

14.1 In subdivisions or sections, or sections of subdivisions which use the communal mailboxes, applications for the installation of individual mailboxes will be disapproved.

15. Wind turbines

15.1 Wind turbines should be mounted in the rear portion of the roof so that they are not visible from the front or above the roof line.

15.2 The wind turbines preferably should either be a color which will blend with the shingle color instead of unfinished aluminum or to be painted to match the shingle color.

16. Outdoor Carpeting

16.1 Can only be installed on back porch area, no walkways, etc.

16.2 Earth tone colors acceptable

16.3 Specifically no green or blue carpet

17. Burglar Bars not permitted

18. Birdhouses

18.1 Maximum preferred height 12'

18.2 Mounted on 2" diameter metal pipe painted white or black

18.3 Must be placed toward the middle of the back yard

19. Landscaping

- 19.1 Timbers, bricks, stones, (use native Texas stone) flowerbed borders, landscape lights, trellises and sprinklers
- 19.2 Must complement style and architecture of home and conform to color scheme of immediate neighborhood

20. Antennas

- 20.1 Back side of house, lower than roof line and must not be visible from the street
- 20.2 If lot backs onto vacant property and can be seen from entrance to subdivision or adjacent road, screening will be required
- 20.3 Not allowed on corner lot if visible from front or side street, regardless of screening

21. Driveways Extensions/Sidewalks

- 21.1 Case by case.
- 21.2 No closer than 3' to property line and sometimes up to 5'. Driveway extensions can extend no nearer to side property line than 3 feet and 5 feet in certain instances.
- 21.3 All sidewalks in the side yard must be no greater than 36" wide and centered between house and property line 30" wide is the recommended width for the standard five-foot (5') side yard.

22. Garage Conversions, Carports, Detached Garages

- 22.1 Conversions are permitted provided there are no exterior changes to garage
- 22.2 Detached garages not permitted
- 22.3 Driveways can never be removed from front yard even if alternate garage is built.

23. Window Air Conditioners

Not allowed.

24. Window Shades/Awnings

- 24.1 Canvas awnings will not be permitted to be installed on windows to reduce solar exposure unless they are on the back side of house on an interior lot and not visible at all from the street. On a corner lot or lot that backs onto a street, canvas awnings will not be permitted at all. When allowed, they must be earth tone colors, no blues, greens, etc. And must always be kept in excellent condition or will be subject to immediate removal upon notification by the HOA of their unacceptable condition.
- 24.2 Awnings will still be allowed for use on playhouses and covers, provided they also comply with above mentioned requirements for proper location and color
- 24.3 Metal and wooden slat-type shades may be allowed by the ACC if they are deemed necessary in reduction of solar exposure and installation on appropriate windows will be determined by the ACC. At no time, however, will they be allowed on windows on the fronts of homes.

25. Greenhouses

- 25.1 Only greenhouse subject to ACC approval will be those constructed of clear glass or Plexiglas panels. No fiberglass will be allowed.

26. Vehicles

26.1 Automobiles, boats, motor cycles, recreational vehicles...of any kind must be maintained in good working order with current state tags and license or shall be removed from the property. Re-building or repair should be done in an area where the auto is not viewed from the street. Storage is not permitted except inside the garage.

26.2 Commercial vehicles, trailers, boats and RV's shall not be parked for more than 24 hours.

27. Rain Barrel rules

27.1 Must be of a color consistent with the home

27.2 Size type and shielding of materials will be considered on an individual basis

27.3 May not be visible from the street (front or side on a corner lot)

28. Storm Shingles

28.1 Shingle of certain materials made to resist wind or hail damage, provide heating or cooling efficiency, or generate solar energy will be considered when requested by the home owner. Guidelines have not yet been established. ACC approval required.

29. Flags

29.1 Flag must be displayed in accordance with U.S. and Texas flag codes

29.2 Flagpole must be permanent, long-lasting materials with a finish harmonious with the dwelling and no more than 20 feet in height

29.3 Flag and pole must be kept in good condition

29.4 Flag size shall not exceed 3' X 5'

29.5 Halyard may not present a noise nuisance

29.6 Wind Speed Rating guideline: 120 miles per hour

29.7 Illumination must meet Exterior lighting guidelines

29.8 Must be approved by Architectural Control Committee.

30. Political Signs

30.1 Political signs shall be permitted 90 days before an election

30.2 Signs must be removed within 15 days after an election

30.3 One sign per candidate is permitted

30.4 Sign must be ground mounted, not to exceed five (5) sq. feet in size

31. Trash pick-up is on Tuesday and Friday.

31.1 Trash should not be placed out before 6pm the night before pick-up and trash cans must be removed by 10PM on trash days.

32. Holiday Decorations

32.1 Holiday decorations shall be removed within 30 days after each holiday.

32.2 Offensive language or graphics on any item is not acceptable.

33. Overnight parking on streets is not permitted

34. Composting

34.1 Composting devices may not be visible from the street

34.2 Proper composting devices must be covered