

EASTON COMMONS
HOMEOWNERS ASSOCIATION, INC.

Deed Restriction Committee

Architectural Control Guidelines

015-27-0013

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I. ARCHITECTURAL REVIEW

A. Overview

The general purpose of Architectural Control and restrictions is to enhance property values by requiring conformity to certain standards of construction, visual appeal, uniformity and design. The Easton Commons Homeowners Association's (ECHOA) "Declaration of Covenants Conditions and Restrictions" (a.k.a. Deed Restrictions) provide the procedure for effective Architectural Control, and delegate the administration of the procedure to the Architectural Control Committee (ACC) in specific and the Association and its members in general.

The Declaration of Covenants, Conditions and Restrictions for Copperfield — Easton Commons, Article 4, Paragraph 2, establishes an Architectural Control Committee. The developer may assign ACC responsibility to Easton Commons Community Association who in turn may appoint the Deed Restrictions Committee to carry out ARC duties and responsibilities for all changes other than new construction.

The ACC shall consist of up to three members who may appoint their replacements.

The following guidelines are in conformity and in association with the Deed Restrictions (DR) of ECHOA. They are intended to facilitate the ACC's operation and implementation of Architectural Control and more specifically its approval/disapproval of applications for Architectural Change/Improvements submitted by ECHOA membership.

These guidelines will be amended from time to time, in conformity with the ECHOA Deed Restrictions, as the circumstances, conditions or opinions of the ECHOA or Deed Restrictions Committee will predicate or prescribe.

B. Procedure

1. For Application to effect Architectural Change or Improvement

In accordance with Article 4, Paragraph 1 of the DR's, "No buildings, or improvements shall be erected, placed or altered on any lot until the construction plans and specifications and a plot plan showing the location of the structure have been approved in writing as to quality of materials, as to structural soundness, as to harmony of exterior design and color with existing structures, as to location with respect to topography and finished ground elevation, and as to compliance with minimum construction standards by the ARCHITECTURAL CONTROL COMMITTEE.

The ACC will accept only written requests for changes or improvements. Members may submit either a letter of request for approval or a completed form of application, together with all pertinent information (e.g., plans, specifications, details, etc.). Such requests (applications) may be mailed to the office of the Managing Agent for distribution or forwarding to the ACC.

2. For Consideration of Application

The Managing Agent will acknowledge the application and may approve paint colors and roofs if they comply with ACC Guidelines for materials and colors. The application will be forwarded to the ACC for their consideration if the managing agent cannot approve based on color charts and roofing samples.

The ACC will collect applications and consider them at regular meetings, or as needed (but a maximum of 21 days after receipt of an application). In lieu of a meeting, the ACC can approve an application by phone if all members agree.

When ACC meets to consider an application, consideration should always be made of the Guidelines (attached as Section II hereof) and any local or state statutes, ordinances or building codes, Deed Restrictions and easements.

C. Forms

The attached Exhibit "A" shall constitute the current form of application for Architectural Change or Improvement. This form may be amended from time to time as the ACC determines.

D. Timing

Timing is important when considering applications. The members applying are often delaying construction, installers or themselves in order to comply with the ACC approval requirements. The ACC should recognize this aspect and meet regularly for consistency. Within thirty (30) days after receipt, the ACC must approve or disapprove an application. In accordance with Article 4, Paragraph 1, failure to do so shall result in the application being deemed approved. The committee should recognize the several days lag time necessary to mail any approval or disapproval when considering meeting schedules.

E. Notification

Notification of the ACC decision on an application should be written and dispatched promptly after the decision is reached. Any such notification must include any stipulations, conditions or instructions necessary, and any disapproval should outline any reasons for disapproval. Copies of the notification should be filed together with the application in the permanent lot record file for future reference. The Managing Agent will handle all notifications both to applicants and the ACC and keep records of such.

F. Appeal

The ACC does hereby establish a system of appeal. The basic procedures include:

1. Written notification by applicant of desire to appeal.
2. Written documentation or reasoning by applicant of why applicant feels that the ACC misdirected itself, including submission of extenuating circumstances, additional circumstances or changed conditions.
3. The ACC will consider any resubmitted application at its next regular meeting

unless circumstances dictate otherwise.

G. Variance

The ACC or its assignee, at its sole discretion, is hereby permitted to approve deviations in the general use restrictions set forth in Article 3 DR's in instances where, in its judgement, such deviation will result in a more common beneficial use and enhance the overall development plan for the Property. Such approvals must be granted in writing (see Art. 4, Para. 4).

II. Standards — Guidelines

A. General

The ACC must use caution when approving applications. Several fundamental factors that should be considered in coming to a decision by ACC are:

1. Dimensions, Size
2. Color
3. Materials (High Quality — see Article 4)
4. Location
5. Design Harmony
6. Design Appeal
7. Method and professionalism of construction/installation
8. Impact on neighboring lots, community
9. Elevation
10. Completeness of information (i.e., is the information sufficient to make a decision?)
11. Conformity to state, local statutes, ordinances or building codes, Deed Restrictions, easements and these Guidelines. As part of the approval letter, a disclaimer should be included stating...“approved subject to compliance with state and local statutes, ordinances and building codes.”

NOTE: The ACC does not warrant that the change/improvement conforms to state or local statutes or building codes and any approval must be made subject to the applicant obtaining any necessary state or local authority approvals. It is recommended that the ACC use the above guidelines as a minimum requirement checklist for consideration of applications. The ACC must strive to be systematic and consistent as the decisions made will influence future decisions and discrimination is not acceptable.

B. Fences

1). Specifications

Per Article 3, Paragraph 14: Fences, planters and hedges: No wall, fence, planter or hedge in excess of two (2) feet in height shall be erected or maintained to the front lot line than the front building line. No side or rear fence, wall or hedge shall be more than six high. All fences and walls shall be of cedar construction or better, color to be approved by the ACC. No fence or wall shall be of wire or chain link construction.

No object or thing shall be placed or planted on corner lots which obstructs sight lines at elevations between two (2) and six (6) feet above the top of the street curb within the, triangular area formed by the junction of the street curb lines and a line connecting them at points twenty five (25) feet from the junction of the street curb lines (or extension thereof). Particular attention should be paid to the above specifications for corner lot/side yard fences. The Building line setback information is available from the Managing Agent or the Subdivision Plat.

2). General

A disclaimer or condition should be added to fences to be installed near easements, especially pipelines, such as: "The Architectural Review Committee has approved your plans to construct a 6' cedar fence at the referenced location as indicated by your sketch. However, the location of the fence should not encroach into the 50' Exxon Pipeline Co. easement. The Architectural Review Committee does not have the authority to grant approval for placement into that area. That approval would have to come from Exxon Pipeline Co."

Refer to Article 3, Paragraph 17 — Utility Easements for additional specifications. Additional specifications should be made that all fences be installed "picket side out" or "street side picket" to avoid unsightly public exposure of rails and posts.

3). Exceptions

Previous exceptions to the above rules have been granted regarding:

Corner Lot Fences: In Copperfield, corner lot fences have been allowed to Cross the building line for selected lots where the building line is at an angle to the side street. In such a case, the corner fences were permitted to be roughly parallel to the side street, but no closer than the closest point on the side building lot line.

Chain Link Fence: In Copperfield, chain link fence has been permitted for at least one dog kennel. The kennel was required to be completely screened from public view.

C. Swimming Pools and Spas

The following specifications shall apply to swimming pool approvals: Spas or jacuzzis which are to be built in the ground shall have the same specifications and requirements as swimming pools.

1. The pool shall not encroach upon any utility easement or building line shown on the recorded plat as cited in Article 3, Paragraph 17 of the EC Deed Restrictions.
2. The pool must be enclosed by a 6' privacy fence. If it is necessary to have water in the pool during construction, then a construction fence sufficient to

prohibit entry by children shall be provided at all times that work is not in process.

3. Any above ground lights shall not be directed toward neighbor's property, public streets or thoroughfares.
4. Backwash shall be tied into sanitary sewer. Contact M.U.D. 179 at (281) 861-6215 for tap.

The following restrictions shall apply to swimming pool approvals.

1. No building materials shall be left on the street overnight.
2. Excavated material shall be used on site or removed from the area by the contractor.
3. Compliance with the National Electrical Code. This specifically includes the installation of a Ground Fault Circuit Interrupter as required.
4. Access limited to this site. Any surface damage done to community property or neighbor's property shall be restored to the ECHOA or neighbor's satisfaction. In case of a restoration disagreement, any necessary arbitration may be handled by the ACC. By approving your request for construction of a swimming pool, you should not assume we are endorsing the specific named pool contractor as we do not attempt to screen nor qualify the various firms contracting with individuals. We do encourage you to investigate the contractor's background and financial responsibility before executing a contract with the pool company.

D. Outbuildings

Outbuildings may be defined as any structure not attached to the main structure, including storage sheds. These are generally considered variances from Article 3, Paragraph 2 and 4. The following specifications shall apply to outbuilding approvals:

1. Only one outbuilding may be approved for any given lot.
2. Outbuildings will only be considered for approval if a 6'0" privacy fence is included in the design and this fence must be constructed and completed prior to or within one month following installation of the outbuilding.
3. Maximum dimensions of outbuildings:

Width	10 feet maximum
Length	10 feet maximum
Height	(ground to highest point) — 8 feet maximum
4. Exterior must be constructed of the predominate materials used on the main residence matching those materials in both size and color, including siding or brick raw materials, and roofs.
5. "Outbuildings" shall not be defined to include bonafide additions to the main residence or garage but will include all other enclosed structures.
6. No windows shall face onto a neighbor's yard.
7. If there is a drainage easement along the side of the property where the building will be located, then the location of same shall in no way impede the free flow or drainage thereon.

8. If there is a utility easement across the back of the property, the Architectural Control Committee does not have the authority to grant permission to locate the structure in this easement. That approval would have to be obtained from the utility companies involved.

9. As reflected in the Deed Restrictions for Easton Commons, Article 3, Paragraph 7, and 11, must be considered when approving outbuildings.

E. Patio Covers, Awnings

The following specifications will apply to patio covers, awnings, etc.

1. No encroachment upon any utility easement or building line setback as shown on the recorded plat of Easton Commons may be allowed.
2. Exterior colors shall match or blend with those of the main structure.
3. Construction plans must include use and placement of appropriate materials to ensure the structure's stability and sturdy construction. Joist sizes and spans should be appropriate for overall structure, placement, size and usage.

F. Decks

The following specifications shall apply to decks:

1. No encroachment upon any utility easement or building line setback as shown on the recorded plat for Easton Commons may be allowed.
2. Consideration may be given to requiring fencing as a screen if the deck is to have various handrails or other vertical improvements.
3. Construction plans must include use and placement of appropriate materials to ensure the structure's stability and sturdiness. Joist sizes and spans must be appropriate for overall structure, placement, size and usage.
4. It is suggested that treated or rot-resistant lumber (redwood or cedar or wolmanized lumber) be used on decks and covers when woods materials are included. If not, preventative maintenance is the owner's responsibility.

G. Lighting

The following specifications shall apply to lighting.

1. Most lighting is generally acceptable provided it is not shining or directed so as to disturb neighbors.
2. Because of the nature and glare of mercury vapor lights, these are generally not allowed. Several alternative exterior lights are available and will serve the same purpose as mercury vapor lights.

H. Painting

The following specifications shall apply to painting:

1. Earthtone colors were originally specified to Builders, however, certain styles may dictate variances, such as Victorian style homes.
2. The surrounding homes should be considered strongly for variances.

Earthtone or colors similar to those originally used on similar houses in Copperfield are recommended. Paint colors must also be harmonious with the

roof and masonry colors of the home.

I. Roofing Ventilators

Approved venting consists of ridge vents or turbine vents with color matching the roofing shingles. Turbine vents are to be placed on the back slope of the roof so they are not visible from the street.

J. Roofing Materials

Approved roofing material for any building shall be constructed of composition shingles (of 280# or heavier weight) with a minimum 20 year manufacturer's warranty. The approved color selections for roofing shingles is kept at the Copperfield Community Center. All roof colors must coordinate with and compliment the masonry and paint colors of the home.

K. Improvements in front of lot line.

The following specifications shall apply to improvements in front of lot line:

1. Per Article 3, Section 14. Fences, planters, hedges. "No wall, fence, planter or hedge in excess of two (2) feet in height shall be erected or maintained nearer to the front lot line than the front line of the main structure."
2. No object or thing shall be placed or located on corner lots which obstructs sight lines at elevations between two (2) and six (6) feet above the top of the street curb within the triangular area formed by the junction of street curb lines and a line connecting them at points twenty—five (25) feet from said junction.
3. Basketball goals/set—ups in front yards or in front of the front building line have been disapproved in Copperfield in the past.

L. Additions to house (rooms etc.).

The following specifications may apply to additions to the house, such as rooms, storage rooms, etc. Refer to sections 3.4 Residential buildings, 3.7 Building setbacks, 3.8 Garages, 3.10 Brick or masonry finish, and 3.11 Roofs:

"When any addition is made to a house, the completed appearance must be such that all construction materials, paint, brick, roofing, windows, doors, exterior finishes blend in with the existing house. The addition must appear as an original part of the home."

Minimum construction standards must be met as specified in Houston Projects Minimum Construction Standards, Southern Standard Building Code, and HUD Minimum Property Standards 4900.1., or newer as adopted.

M. Other

Other specifications shall apply to improvements as follows:

1. Birdhouses should not be taller than 10' at their highest point and shall only be permitted in the backyard.

III. Deed Restrictions

Attached for record and reference hereof are the Deed Restrictions for ECHOA.

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EASTON COMMONS HOMEOWNERS ASSOCIATION, INC.

POLICY RESOLUTION: DISPOSITION OF OLD RECORDS

WHEREAS the Association is obliged to maintain the records of the Association;

AND WHEREAS the legal and accounting requirements for retention of the Association's records provide for different periods of time for different types of records;

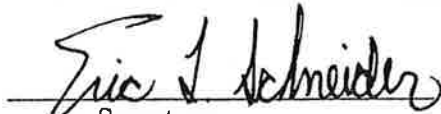
AND WHEREAS some of the records of the Association need only be kept for one year, some for three years, others for seven years and some records have to be kept permanently;

AND WHEREAS it is desirable to adopt a policy for the retention of the Association's records and the disposal of records that need not be retained;

NOW THEREFORE BE IT RESOLVED that the following policy be and is hereby adopted by the Board of Directors:

1. The Association will permanently keep the Governing documents, audited financial statements, tax returns, minutes of meetings, and insurance policies.
2. All other records of the Association will be disposed of after the expiration of seven (7) years.
3. The Managing Agent is hereby authorized and directed to dispose of the records of the Association, with the exception of those referred to in paragraph 1 hereof, at the expiration of seven (7) years.

Adopted this 22ND day of FEBRUARY, 2005


Secretary

ATTEST:

2/22/05
Date


President