GENERAL INFORMATION ABOUT THE VHOA BUILDING RESTRICTIONS

The following information is provided to describe some of the general requirements of our restricted community as related to the construction of homes, other structures and remodeling projects.

The data is copied from portions of the Building Packet which has been prepared by the Architectural Control Committee, and this data is supplied as information only. When you actually start your project, we will issue to you the entire time-dependent Building Packet that will provide you with all the up-to-date project requirements in effect at that time.

Once you have decided to begin your project, it is important that you develop your initial architectural design consistent with our VHOA restrictions, particularly Article VI of our VHOA Restrictions and Covenants.

A representative of the Architectural Control Committee will be glad to visit with you during your architectural design planning stages if you desire. Please notify the VHOA office at 903-534-9060 and a representative will contact you soon thereafter.

And please note: we take the conservation of our community natural resources very seriously. 'Clear-cutting' of any lot in our community is a violation of our restrictions, and <u>no trees shall be removed or any site-preparation work shall be initiated</u>, until all the required documents of the Building Packet have been approved and a Site Survey has been approved by a member of the Architectural Control Committee.

Thank you for inquiring about the building restrictions of our community. We are glad you are considering such information before you make any decisions about the lots in our community. If you need more information, please call our office at 903-534-9060.

THE VILLAGES HOMEOWNERS' ASSOCIATION, INC. 18271 SINGINGWOOD LANE FLINT, TX 75762 (903) 534-9060

Dear Prospective Neighbor,

Welcome to The Villages HOA. By now you have no doubt driven through our beautiful, wooded community and observed that the homes here are not only well built and neatly maintained but are primarily occupied by year round residents. Hopefully, seeing the quality of our area was one of the primary reasons that lead you to decide to build your home here.

For many of us in The Villages, this is our dream or retirement home and represents a major investment for us. We also took great care in selecting The Villages in which to build or purchase our home. We too, wanted to live in a community where all that resided here were concerned about protecting their property value. One of the many benefits of living here in The Villages is that we have an "Architectural Control Committee" whose job it is to approve all new construction as well as remodeling projects. This is to ensure that our property values and environment are protected.

You will note that the "Building Requirement" packet you have received has a number of documents that require your personal attention. Before you begin the design of your remodel or new construction, it is important that you read the requirements of Article VI as specified in our Restrictions and Covenants, and if you or your architect have any questions, please contact us.

Please submit all of the required documents for the "Architectural Control Committee" to approve prior to starting your project. The approval process begins only when all packet requirements are met. They may be left with the secretary at the VHOA HomeOwners' office located at 18271 Singingwood Lane. The process may take up to four weeks, so please allow for this in your plans. The requirements of the approval process will ensure that the quality of homes in The Villages is maintained and that no substandard construction is allowed.

The "Architectural Control Committee" stands ready to cooperate with you and your builder to help make your building experience as pleasant as possible. <u>Should you have any questions</u> don't hesitate to contact the committee through the Homeowners' office, at 903-534-9060.

We look forward to meeting with you as a neighbor and trust you will enjoy living here in The Villages for many years to come.

Sincerely,

The Villages HomeOwners' Association Architectural Control Committee

CHECK-OFF LIST FOR REQUIRED CONSTRUCTION DOCUMENTS

DATA MUST BE SUBMITTED TO THE VHOA OFFICE WITHIN 90 DAYS AFTER ISSUE OF THE FORMAL BUILDING PACKET

- 1. COMPLETED AND SIGNED "BUILDING REQUIREMENT PACKET"
- 2. CHECK# _____, AMT \$_____NON-REFUNDABLE STANDARD CONSTRUCTION FEE CHECK, BASED ON THE TERM OF PROPERTY OWNERSHIP FOR NEW CONSTRUCTION, OR A SET FEE FOR ROOM ADDITIONS OR RE-MODELS – SEE CLARIFICATION [6].
- 3. SEWAGE SYSTEM DESIGN LAYOUT AND REPORT.
- 4. PLAT SURVEY WITH SURVEYOR'S STAMP AFFIXED.
- 5. SITE PLAN SHOWING PROPERTY SET-BACK MARGINS, COMPLETE WITH REQUIRED DIMENSIONS THAT SIZE AND LOCATE ALL BUILDINGS, DRIVEWAYS AND FENCES.
- 6. ONE COMPLETE SET OF BUILDING PLANS NOT TO BE RETURNED
- 7. SAMPLE OF BRICK TO BE USED
- 8. SAMPLE OF ROOFING MATERIAL, WITH SPECIFICATIONS

Please Note: this data is supplied as information only. When you actually start your project, we will issue to you the entire time-dependent Building Packet that will provide you with all the up-to-date project requirements in effect at that time.

THE VILLAGES HOMEOWNERS' ASSOCIATION, INC. 18271 SINGINGWOOD LANE, FLINT, TX 75762 (903) 534-9060

THE DECLARATION OF RESTRICTIONS, COVENANTS AND CONDITIONS FOR TIMBERLAKE VILLAGE UNIT 1 (ONE) AND SUPPLEMENTAL DOCUMENTS OF THE PARTICULAR VHOA SUBDIVISION CONTAINING THIS CONSTRUCTION PROJECT, FORM A PART OF THESE BUILDING REQUIREMENTS.

THIS IS NOT AN APPROVAL TO BUILD. APPROVAL TO BEGIN ANY BUILDING SITE PREPARATION, TREE REMOVALS AND START OF CONSTRUCTION WILL BE GIVEN IN WRITING FROM THE "ARCHITECTURAL CONTROL COMMITTEE" CONTINGENT UPON STRICT COMPLIANCE WITH THE FOLLOWING BUILDING REQUIREMENTS.

"BUILDING REQUIREMENTS"

I. REVIEW/CONSULTATION MEETING WITH ACC:

REVIEW ARTICLE VI OF OUR R&Cs. A MEMBER OF THE ARCHITECTURAL CONTROL COMMITTEE WILL CONTACT THE RECIPIENT OF THIS BUILDING REQUIREMENTS PACKAGE TO REVIEW THE TIMING AND SCOPE OF THE CONSTRUCTION PROJECT. IF NEEDED, A PROJECT MEETING CAN BE ARRANGED WITH ACC PRIOR TO SUBMISSION OF THE COMPLETED BUILDING REQUIREMENTS PACKAGE AND ITS REQUIRED DATA.

II. INITIAL APPROVAL INFORMATION:

PRIOR TO ANY TREE REMOVAL, BUILDING SITE PREPARATION OR START OF CONSTRUCTION, PROPERTY OWNERS MUST SUBMIT TO THE ARCHITECTURAL CONTROL COMMITTEE FOR ITS APPROVAL, THE "BUILDING REQUIREMENT" PACKET COMPLETED IN FULL WITH ALL REQUIRED SIGNATURES, DRAWINGS, AND SAMPLES. ACC REVIEW OF THE INITIAL DATA RECEIVED, OR EACH ADDITIONAL SUBMISSION OF REQUIRED REVISED DATA, MAY TAKE UP TO 30 DAYS AFTER RECIEPT OF EACH SUCH DATA.

III. STANDARD CONSTRUCTION FEES:

THE VHOA REQUIRES THE PROPERTY OWNER(S) TO SUBMIT TO THE VHOA OFFICE, A NON-REFUNDABLE CHECK, PAYABLE TO THE VILLAGES HOMEOWNERS' ASSOCIATION, PRIOR TO THE PLAN APPROVAL AND COMMENCEMENT OF THE BUILDING PROJECT. THE STANDARD FEE FOR NEW-CONSTRUCTION IS \$5,000.00 (AND FURTHER DISCOUNTED BY \$200.00 FOR EACH YEAR THE PRESENT MEMBER HAS OWNED THE PROPERTY), EXCEPT, THE TOTAL AMOUNT PAID SHALL BE NOT LESS THAN \$3,000.00. THE DISCOUNT MAY NOT BE TRANSFERRED WITH THE SALE OF THE PROPERTY, AND IT IS NOT AVAILABLE TO ANY MEMBER WHO IS NOT IN GOOD STANDING WITH THE VHOA. THE STANDARD CONSTRUCTION FEE FOR A ROOM ADDITION OR REMODELING PROJECT IS \$1,000 (SEE CLARIFICATION [6]).

IV. CONSTRUCTION TIME LIMIT:

ALL CONSTRUCTION, INCLUDING THE GARAGE, DRIVEWAY, WALKWAYS, ETC., SHALL BE COMPLETED WITHIN SIX (6) MONTHS FROM THE ACC-OBSERVED START OF CONSTRUCTION. <u>NOTE:</u> IT IS AGREED AND UNDERSTOOD THAT THE VILLAGES HOMEOWNERS' ASSOCIATION SHALL HAVE THE EXCLUSIVE RIGHT TO EXTEND THE TIME PERIOD SET FORTH IN THE APPROVAL, FOR ACTS AND/OR OMISSIONS THEY DETERMINE TO BE OUTSIDE THE CONTROL OF THE PROPERTY OWNER(S) AND/OR THEIR GENERAL CONTRACTOR.

V. BUILDING CODES:

CONSTRUCTION MUST MEET OR EXCEED MINIMUM REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE AND THE NATIONAL ELECTRICAL CODE, AND AS AMENDED BY SMITH COUNTY, TEXAS.

VI. BLUEPRINTS:

SUBMIT ONE COMPLETE SET OF LARGE-SIZE DRAWINGS. THESE SHOULD INCLUDE, BUT NOT BE LIMITED TO, COMPLETE FLOOR PLANS, FRONT, REAR AND SIDE ELEVATIONS, ELECTRICAL, PLUMBING, HEATING/AIR CONDITIONING, ROOF, AND SWIMMING POOL DESIGN DRAWINGS. THESE DRAWINGS WILL NOT BE RETURNED TO THE OWNER.

VII. SPECIFICATIONS:

COMPLETE, SIGN, AND SUBMIT THE "DESCRIPTION OF MATERIALS AND CONSTRUCTION SPECIFICATIONS" FORMS PROVIDED HEREIN.

VIII. PLAT SURVEY: SUBMIT A SIGNED AND DATED CERTIFIED PLAT SURVEY DISPLAYING THE SURVEYORS OFFICIAL STAMP.

IX. SITE PLAN:

SUBMIT A SITE PLAN DRAWING THAT INCLUDES THE SHAPE AND BOUNDARIES OF THE LOT AND THE PROPOSED LOCATION OF:

- 1. ALL STRUCTURES, INCLUDING THE GARAGE
- 2. DRIVEWAY AND WALK WAYS (MUST SHOW DIMENSIONS)
- 3. CULVERTS AND TYPE OF PIPE TO BE INSTALLED
- 4. SEWAGE SYSTEM COMPONENTS
- 5. FENCES, WALLS
- 6. PORCHES, DECKS OR PATIOS
- 7. ALL EASEMENTS AND SETBACKS
- 8. STREET NAMES
- 9. LOCATION OF PROPOSED UNDERGROUND PROPANE TANK(S), IF ANY.
- 10. ANY TREES TO BE CUT DOWN OR REMOVED FROM LOT OVER TWO INCHES (2") IN DIAMETER MUST BE IDENTIFIED BY AN "X" ON THE SITE PLAN. THIS DOES NOT INCLUDE TREES WHERE SLAB OR DRIVEWAY ARE LOCATED. (SEE THE VILLAGES HOMEOWNERS' ASSOCIATION RESTRICTIVE COVENANTS, ARTICLE VIII, SECTION 1. "LAND USE").

X. TREE REMOVAL:

ANY TREES 2 INCHES OR GREATER IN DIAMETER REQUESTED TO BE REMOVED SHALL BE MARKED BY OWNER(S) WITH A BRIGHT COLORED RIBBON FOR REVIEW AND APPROVAL CONSIDERATION BY A MEMBER OF THE "ARCHITECTURAL CONTROL COMMITTEE" AND THOSE TREES MAY NOT BE REMOVED UNTIL A SITE SURVEY APPROVAL IS ISSUED BY THE ACC. EXCEPTIONS: TREES LOCATED WITHIN THE ACC-APPROVED BOUNDARIES OF THE BUILDING FOUNDATIONS, DRIVEWAY OR WALKWAYS, OR THE APPROVED SEWAGE SYSTEM DESIGN NEED NOT BE MARKED.

XI. EASEMENTS AND MINIMUM SQUARE FOOTAGE REQUIREMENTS

NO STRUCTURES SHALL BE NEARER THAN 25 FEET TO THE EDGE OF A PAVED STREET.

SQUARE FEET REFERS TO THE HEATED AND COOLED LIVING SPACE, AND EXCLUDES GARAGES OR A WORKSHOP.

<u>CLEARLAKE VILLAGE UNIT 1</u> Easements – 10 feet Square Feet – 1,800 sq. ft.

<u>CLEARLAKE VILLAGE UNIT 3</u> Easements – 10 feet Square Feet – 1,800 sq. ft.

HIGHLAND LAKE VILLAGE UNIT 1 Easements – 10 feet Square Feet – 2,600 sq. ft.

LOOKOUT VILLAGE UNIT 1 Easements – 10 feet Square Feet - Lots 1, 2, 3, 4, 5 and 61 1,900 sq. ft Lots 6-60 and 62-67 1,800 sq. ft

MEADOWLAKE VILLAGE UNIT 1 Easements – 10 feet Square Feet – 1,800 sq. ft.

MEADOWLAKE VILLAGE UNIT 2 Easements – 10 feet Square Feet – 1,650 sq. ft.

TIMBERLAKE VILLAGE UNIT 1

Easements – 10 feet	
Square Feet – Lots 1 & 2	2,250 sq. ft.
Lots 4 & 5	2,500 sq. ft.
Lots 3, 6-70	1,800 sq. ft.

<u>TIMBERLAKE VILLAGE UNIT 2</u> Easements – 10 feet Square Feet – 1,800 sq. ft.

<u>TIMBERLAKE VILLAGE UNIT 3</u> Easements – 10 feet Square Feet – 1,800 sq. ft.

WILD LAKES VILLAGE UNIT 1 Easements – 10 feet Square Feet – 1,800 sq. ft

XII. INSPECTIONS:

<u>NOTE:</u> OWNER(S) OR BUILDER MUST CONTACT THE VHOA OFFICE WHEN THE SITE IS READY FOR EACH ACC INSPECTION, AND PRIOR TO ADVANCING TO THE NEXT CONSTRUCTION PHASE. OWNER(S) SHALL GRANT ACC MEMBERS ACCESS TO THE PROPERTY DURING THE PROGRESS OF THE PROJECT.

THERE ARE FOUR ACC-REQUIRED CONSTRUCTION INSPECTIONS AS FOLLOWS:

- 1. SITE SURVEY APPROVAL REVIEW PROPER SETBACKS FOR FOUNDATION AND WASTE-WATER DISPERSION LOCATIONS, MARK TREES APPVD FOR REMOVAL.
- PRE-POUR AND SET-BACK APPROVAL APPROVE PLACEMENT OF FOUNDATION FORMS PER APPROVED SITE PLAN BEFORE POURING CONCRETE SLAB.
- 3. ON-SITE REVIEWS CONFIRM MATERIALS OF ROOF, EXT.WALLS AND DRIVEWAY.
- 4. FINAL PROJECT REVIEW CONFIRM THAT PROJECT IS WITHIN ACC
- EXPECTATIONS AND IF ASSESSMENTS FOR DAMAGE TO COMMON PROPERTIES IS WARRANTED.

XIII. SEWAGE SYSTEM:

A PROFESSIONAL DESIGN MUST BE SUBMITTED BY A STATE REGISTERED SANITARIAN ENGINEER. THE BUILDER/OWNER MUST OBTAIN A PERMIT AND MUST HAVE AN INSPECTION BY THE PERMITTING AUTHORITY OF SMITH COUNTY AND/ OR THE UPPER NECHES RIVER AUTHORITY. ANY TOILET FACILITY OR ANY PORTION OF A SEWAGE SYSTEM ON A LOT WITHIN 525 LIN.FT. OF THE 355 FT. MSL "LAKELINE" OF LAKE PALESTINE MUST BE APPROVED BY THE UPPER NECHES RIVER AUTHORITY.

XIV. RESIDENCE:

A LOT SHALL CONTAIN ONLY ONE (1) SINGLE-FAMILY HOUSE, OF WHICH ALL LIVING SPACE SHALL BE PROVIDED WITHIN THE ONE STRUCTURE AND SHALL INCLUDE A GARAGE AND A DRIVEWAY CONSTRUCTED AT THE SAME TIME AS THE HOUSE THEY ARE INTENDED TO SERVE.

XV. ROOF:

ROOF PITCH MUST BE NO LESS THAN 4/12.

NOTE: DESIGN, STYLE, MATERIALS AND COLORS OF ALL ROOFS TO BE APPROVED, AND BE COMPATIBLE WITH THE OVERALL COMMUNITY APPEARANCE, WITH A 25 YEAR MINIMUM WARRANTY, A "CLASS A" FIRE RATING, AND SHALL BE OF THE FOLLOWING CHOICES:

- 1. COMPOSITION LAMINATE OR ARCHITECTURAL ROOFING SHINGLES,
- 2. FIBERGLASS/ASPHALT SHINGLES,
- 3. CLAY TILE,
- 4. SIMULATED-WOOD SHINGLES OF ALUMINUM, STEEL, OR STAINLESS STEEL,
- 5. RESIDENTIAL METAL-PANELS COLORED WITH A DURABLE COATING.

XVI. BRICK:

- 1. ALL HOME EXTERIORS MUST BE AT LEAST 40% APPROVED BRICK AND/OR APPROVED BRICK AND STONE COMBINATION. HALF OF THE APPROVED 40% BRICK AND/OR BRICK AND STONE COMBINATION IS REQUIRED ON THE FRONT OF THE HOUSE.
- 2. ALL BRICK AND STONE APPEARANCES TO REMAIN IN THEIR NATURAL STATE AND THEIR COLORS BE COMPATIBLE WITH THE OVERALL COMMUNITY APPEARANCE.

3. STANDARD MEXICAN BRICK IS NOT ACCEPTABLE. ALL BRICK USED IN "THE VILLAGES" MUST MEET THE APPLICABLE MINIMUM STANDARDS OF THE AMERICAN SOCIETY OF TESTING AND MATERIALS (A.S.T.M.).

XVII. EXTERIOR SIDING AND TRIM: EXTERIOR SIDING AND TRIM COLORS TO BE COMPATIBLE WITH THE OVERALL COMMUNITY APPEARANCE.

XVIII. GARAGE:

THE GARAGE SHALL ACCOMMODATE AT LEAST TWO CARS PARKED INSIDE SIDE-BY-SIDE, BE CONSTRUCTED WITH A REINFORCED CONCRETE FLOOR POURED OVER A MOISTURE-BARRIER MEMBRANE, AND SUPPLIED WITH AN APPROVED GARAGE DOOR. GARAGES SHALL NOT BE DESIGNED AS LIVING SPACES. THE EXTERIOR APPEARANCE OF THE GARAGE WALLS AND ROOFING SHALL MATCH THE RESIDENCE. UNENCLOSED CAR PORTS ARE NOT APPROVED.

XIX. DRIVEWAY:

A PAVED DRIVEWAY, EXTENDING FROM THE EDGE OF STREET PAVEMENT TO THE GARAGE SHALL BE INSTALLED AND CONSTRUCTED OF APPROVED ASPHALT OR REINFORCED CONCRETE. DRIVEWAYS OF LOOSE MATERIALS ARE NOT APPROVED. IF THE DRIVEWAY CROSSES A DRAINAGE DITCH, A CULVERT PIPE OF A MINIMUM OF FIFTEEN INCHES (15") IN DIAMETER, MADE OF POLYVINYL CHLORIDE PIPE (HDPE), CORRUGATED STEEL OR CONCRETE MUST BE INSTALLED UNDER THE DRIVEWAY.

XX. BILL BOARDS AND SIGNS:

BILL BOARDS AND SIGNS ARE NOT PERMITTED EXCEPT THAT ONE SIGN CONTAINING NOT MORE THAN FIVE (5) SQUARE FEET OF SURFACE AREA MAY BE DISPLAYED FOR THE SALE OF A DWELLING HOUSE. IN THE CASE OF NEW CONSTRUCTION, SUCH SIGN SHALL BE DISPLAYED ONLY AFTER CONSTRUCTION HAS ACTUALLY BEGUN. THE ACC WILL PERMIT THE BUILDING CONTRACTOR TO DISPLAY ONE SIGN OF NOT MORE THAN FIVE (5) SQUARE FEET AREA DURING CONSTRUCTION. THE ACC MAY INSTALL OTHER SIGNS AS THEY DEEM NECESSARY DURING THE CONSTRUCTION.

XXI. PROPANE OR NATURAL GAS:

ONLY CERTIFIED UNDERGROUND PROPANE TANKS WILL BE CONSIDERED FOR INSTALLATION IN THE VILLAGES; HOWEVER, PROPANE CYLINDERS NOT EXCEEDING A VOLUME OF 7 U.S.GALS. MAY BE REVIEWED FOR APPROVAL, BASED ON ITS LOCATION AND SAFETY CONSIDERATIONS.

XXII. TRASH:

THE OWNER/BUILDER, AT THEIR SOLE EXPENSE, SHALL PROVIDE ON SITE, A METAL ROLL-OFF TRASH BIN FOR DEBRIS. THIS CONTAINER MUST BE EMPTIED WHEN FULL. THE OWNER/BUILDER IS EXPECTED TO BE PROACTIVE AS A GOOD NEIGHBOR TO KEEP THE JOB SITE REASONABLY CLEAR OF DEBRIS DURING ALL CONSTRUCTION PHASES. FOR THOSE WHO DO NOT, THE VHOA WILL MAKE THE NECESSARY ARRANGEMENTS TO DO SO AND BILL THE PROPERTY OWNER ACCORDINGLY.

XXIII. BURYING:

ABSOLUTELY NO BURYING OF DEBRIS, TRASH OR CONSTRUCTION MATERIALS WILL BE PERMITTED ON, OR AROUND THE JOB SITE.

XXIV. BURNING:

ABSOLUTELY NO BURNING OF DEBRIS, TRASH OR CONSTRUCTION MATERIALS WILL BE PERMITTED ON, OR AROUND THE JOB SITE.

XXV. TEMPORARY SANITARY TOILETS: A SELF-CONTAINED SANITARY TOILET OF THE TYPE APPROVED BY THE STATE HEALTH AUTHORITY MUST BE PLACED ON THE OWNER'S LOT DURING CONSTRUCTION AT THE OWNER/BUILDER'S EXPENSE.

> **Please Note:** this data is supplied as general information only. **Call our Office at 903-534-9060 before starting your project.**



By action of the VHOA Board of Directors with an affirmative vote on January 12, 2010, determined that the following Clarification to the Association's Architectural Control Committee's Building Packet shall be in effect and filed in the Smith County, Texas file of records.

Clarification of Standard Construction Fees:

III. STANDARD CONSTRUCTION FEES:

THE VHOA REQUIRES THE PROPERTY OWNER(S) TO SUBMIT TO THE VHOA OFFICE, A **NON-REFUNDABLE** CHECK, PAYABLE TO THE VILLAGES **HOMEOWNERS'** ASSOCIATION, PRIOR TO THE PLAN APPROVAL AND COMMENCEMENT OF THE BUILDING PROJECT. THE STANDARD FEE FOR NEW-CONSTRUCTION IS \$5,000.00 (AND FURTHER DISCOUNTED BY \$200.00 FOR EACH YEAR THE PRESENT MEMBER HAS OWNED THE PROPERTY), EXCEPT, THE TOTAL AMOUNT PAID SHALL BE NOT LESS THAN \$3,000.00. THE DISCOUNT MAY NOT BE TRANSFERRED WITH THE SALE OF THE PROPERTY, AND IT IS NOT AVAILABLE TO ANY MEMBER WHO IS NOT IN GOOD STANDING WITH THE VHOA. THE STANDARD CONSTRUCTION FEE FOR A ROOM ADDITION OR A REMODELING PROJECT IS \$1,000.00 (see below).

Fee for New-Home Construction

Months of Lot ownership	Construction Fee (Dollars)
120 or more	3000
108~119	3200
96~107	3400
84~95	3600
72~83	3800
60~71	4000
48~59	4200
36~47	4400
24~35	4600
12~23	4800
11 or less	5000

Fee for Additions, Remodeling, or External Improvements

(adopted 10-16-2012)

The Board encourages existing homeowners to maintain and improve the value of their residences. Accordingly, the standard construction fee for Room Additions, Remodeling, and External Improvements (fences, retaining walls, sheds, patios, driveways, etc.) may be waived if the ACC Agreement of Liability form has been completed and is on file at the VHOA office. This conditional waiver does not apply to new-home construction because of the larger scope of such projects.