



## **WINDMILL RANCH ARCHITECTURAL DESIGN GUIDELINES (ADG)**

**1. REQUIRED TO BE ON FILE** - All builders and property owners must read and agree to the terms set forth in Windmill Ranch's Deed Restrictions and Architectural Design Guidelines (ADG). A signed copy of this document must be returned to the Windmill Ranch Architectural Committee (A.C.C.) before, or at the time of, submitting any plans to the A.C.C. for review and approval. The A.C.C. will not review any plans for construction until a signed copy of this document is on file. A deposit check must be submitted per job site prior to the beginning of construction. Builder Deposit Checks are to be written for the sum of \$2,000 (two thousand dollars) Checks are to be made out to: Windmill Ranch H.O.A.

**2. DEPOSIT CHECKS** - Windmill Ranch Homeowners Association and the A.C.C. reserve the right to withhold in part, or in whole, the amount of the Builders' deposit (\$2,000.00) to rectify any violations or problems that arise as the result of the Builder and his or her contractor's actions. The A.C.C. reserves the right to assess a builder \$500 as a penalty to provide a dumpster and porta-potty on job site immediately after the foundation is poured and until the completion and final cleanup of all construction material on lot. The penalty fee may be imposed for every Written Warning (pertaining to dumpster and porta-potty) that is sent to the Builder if not corrected within 10 days. At no time will a builder be allowed to burn any hazardous or construction material on any job site. Failure to do so will also result in a penalty of \$500 for each offense. No written warning is necessary for imposing the penalty fee on burning. Pictures will be taken of the job site and Builder will be reported to County officials and T.N.R.C.C. The deposit may be applied towards any legal fees, if necessary, for the Association to correct any violation(s) as the result of a lot owner(s) or builder's actions. The Full amount of the Deposit will be refunded at the end of construction providing:

- A. The builder and lot owner were not found to be in any violations that required the Association to take any action on
- B. Responded and complied to all written warnings within 10 days
- C. Provided dumpster and changed out when they become full during entire time of construction
- D. Provided porta potty on job site
- E. Acted in good faith to uphold and remained in compliance to Windmill Ranch's Deed Restrictions and Architectural Design Guidelines

**3. SUBMITTAL REQUIREMENTS FOR THE A.C.C. TO BE CONSIDERED FOR APPROVAL** - The following Documents and Permits must be submitted to Windmill Ranch's Architectural Control Committee before being considered for review or approval. No construction may begin on any lot until an approval notice has been signed and issued to the builder by the A.C.C. Any changes to plans other than that which was approved by the committee must be resubmitted to the A.C.C. for consideration of approval or else will be considered disapproved.

- A. DEPOSIT CHECK to Windmill Ranch H.O.A. in the amount of \$2,000 (two thousand dollars)
- B. Two (2) SETS OF COMPLETE BLUEPRINTS (including all outer elevations noting masonry and floor plans) brick lug should be on all floor plans indicating placement of brick or stone.
- C. PLAT PLAN OF LOT showing all of the following:
  - (a) all setbacks
  - (b) easements
  - (c) all slab sand foundations
  - (d) sidewalks and driveways,

- (e) pool location (if applicable)
  - (f) septic tank and septic field
  - (g) underground propane tank location
  - (h) air conditioner pads (must not be visible from the street as noted in the Deed Restrictions)
  - (i) fencing
  - (j) all other permanent structures not noted.
- D. FHA FORM OR EQUIVALENT SPECS providing the required information noted in the Deed Restrictions. Pricing information may be excluded or marked out.
  - E. ENGINEERED FOUNDATION PLANS (Highly recommended but not required)
  - F. COPY OF SEPTIC PERMIT - Required by Comal County and ACC for final approval
  - G. COPY OF BUILDING PERMIT - Required by City of Bulverde and ACC for final approval
  - H. 2 SIGNED COPIES OF THIS DOCUMENT (ARCHITECTURAL DESIGN GUIDELINES)
  - I. FILLED OUT COPY OF WINDMILL RANCH - PLAN SUBMITTAL FORM
  - J. ALL PERMITS MUST BE OBTAINED FROM BULVERDE CITY HALL & COMALCOUNTY
  - K. CONTRACTOR PROVIDES PROOF OF LIABILITY COVERAGE

*This must be done prior to the beginning any construction and submitted to A.C.C. for approval.*

City of Bulverde City Hall  
 30360 Cougar Bend  
 Bulverde, TX 78163-4569  
 830.438.3612  
 Metro 830.980.8832  
 Fax 830.438.4339

**4. TIME LIMITS ON CONSTRUCTION** - All approval notices are good for a period of 90 days from the time they were issued. If construction has not begun within that time then the plans must be resubmitted to the A.C.C. to once again be considered for approval. All homes must be completed within 12 months from the date the foundation was poured. The A.C.C. reserves the right to grant extensions on a case-by-case basis. The A.C.C. is not obligated to provide an extension if in their sole discretion it will only serve to continue any ongoing problem. Windmill Ranch H.O.A. reserves the right to take appropriate action against a builder who violates these terms to assure the completion of the home.

**5. WRITTEN WARNINGS FOR VIOLATIONS** - All builders and property owners are expected to comply to the rules, terms, and conditions in Windmill Ranch's Deed Restrictions and Architectural Design Guidelines. Builders who are found to be in violation of the terms of this agreement and Windmill Ranch's Deed Restrictions will be issued a written notice asking to correct the violation within 10 days. Failure to correct any violation within the allotted time, and an accumulation of three (3) violations not corrected within the required time, will constitute the removal of the builder from the approved builders list at which time the builder will no longer be able to submit any plans for future approval by the A.C.C and will not be permitted to build within Windmill Ranch.

**6. BUILDING CODES** - All construction of homes or buildings in Windmill Ranch must meet or exceed the Unified Building Codes for a single-family dwelling. This is a requirement of the City of Bulverde and Windmill Ranch Subdivision. Any modification to design must be resubmitted for approval. Only that which has been approved by A.C.C. may be allowed to proceed with construction.

**7. BUILDERS AGREE TO THE FOLLOWING TERMS** - All builders will be held responsible for keeping the lot owner in compliance to all deed restrictions and terms and conditions of the A.D.G. This includes the following but not limited to:

- A. Responsible for keeping a dumpster on site immediately after foundation is poured and replacing it when it becomes full, until construction is completed, and all construction material have been removed.
- B. Responsible for keeping trash picked up and put in dumpster and preventing trash from going onto any other lot during construction. Builder and contractors may not dump anything on any other lot.

- C. No burning of any Building or Hazardous materials at any time. NO EXCEPTIONS!
- D. Must provide a Porta Potty on site from the very start of construction till the end of construction. Porta-potty should not be placed by any ditch or water runoff area and be kept in upright position.
- E. Contractors and workers for Builder should be informed to not block the streets with their ehicles.
- F. Any Damage done to a street in front of a construction site by a Tractor, Dumpster, or by any contractor hired by a builder will become the responsibility and expense of the Builder to Repair.
- G. It is strictly prohibited to operate a construction office or any other business that creates a flow of nonresident traffic to any house other than the purpose of a temporary sales office within Windmill Ranch Subdivision.
- H. Construction workers shall not be allowed to begin working on any site until 7:00 a.m. unless pouring a foundation and end each day by sunset. Workers are not to return and enter Windmill Ranch after the Entry Gate has been closed for the evening. At no time shall workers or employees be allowed to loiter on any property after working hours.
- I. It is the lot owner's responsibility to provide an electrical meter on the construction site so workers will have access to electricity. If the builder requires electricity and it is not available, then generators must be used until it does become available on the lot. Electric lines may not be run from any other lot or across the streets and comply with all State, County and Bulverde City Codes.
- J. Workers are prohibited from trespassing on any resident's lots to obtain water and forbidden to approach homeowners to ask for permission.
- K. All Builders' and their contractors are forbidden to trespass or cause any damage to any adjoining lot, or homeowners' property, in order to gain access to a site under construction unless permission is obtained.
- L. No Loud and offensive Language, Graffiti, or Music on any construction site. Music is allowed if it is not loud enough to be heard throughout the neighborhood and disturbing the residents.
- M. All builders' signs must meet the approval of Windmill Ranch's Architectural Control Committee.
- N. Responsible for keeping in compliance to Windmill Ranch's Deed Restrictions at all times.
- O. A.C.C. Checklist is an extension of A.D.G. to help clarify intent of Windmill Ranch's Deed Restrictions.

I, \_\_\_\_\_, represent the builder known as

\_\_\_\_\_ acknowledge having read

this document, agree to work with Windmill Ranch's A.C.C. and uphold to all terms and conditions in Windmill Ranch's Deed Restrictions' and Architectural Design Guidelines.

Builders Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

## WINDMILL RANCH A.C.C. CHECKLIST

### *Extension of Windmill Ranch Subdivision Architectural Design Guidelines (A.D.G.)*

The following checklist is provided to help make sure that all construction and additions to any property meet the requirements of Windmill Ranch's Deed Restrictions and Architectural Design Guidelines. Please note that the following information is part of the A.D.G., which is an extension to Windmill Ranch's Deed Restrictions.

The purpose of the following information is to clarify and define the intent of the restrictions as well as define any omission's that were not previously covered. **Please return this form when you submit your plans.** You may want to make a copy for your own future records. Please note: *The A. C. C. reserves the right to amend this checklist in the future. Before submitting any plans for approval you should make sure that you have a current and up to date copy of the Checklist noting the current requirements. Thank You!*

	Requirements	Yes	No	Notes
1. Building Setback	City of Bulverde setbacks			Windmill Ranch setback distances are grandfathered from City of Bulverde setbacks
	Rear Setback ~ minimum 25'			
	Side Setback ~ minimum 15'			
2. Building Size	Maximum height not to exceed 40'			
	1 story ~ 2000 sq ft minimum			
	2 story ~ 2400 sq ft minimum			
	All outbuildings ~ 600 sq ft min.			
3. Garage	All garage doors must be side entry and not face street			No closed in garages unless an additional 2 car garage is built on site
	Detached must be 75% masonry			
	Minimum of 2 car garage			
	Setback on corner lot ~ 50'			
4. Outbuildings	Plans submitted			Outbuilding includes: Additional living quarter, detached garage & workshop; Does not include barns & sheds
	Must be 75% masonry			
	Appearance compatible to main house			
	Design, material & location provided			
	Roofing is metal, tile or 25+ year shingle			
	Addition to house or add on living quarters			
5. Masonry	Detached garage must meet 75% minimum			Hardiboard or prefab stucco siding does not count towards the required masonry
	Detached workshop must meet 75% minimum			
	Chimney if visible from street must meet 100% minimum			
	Maids' quarters or additional living quarters must meet 75% minimum			

	Requirements	Yes	No	Notes
6. Siding	Type of siding included in details?			
	Color siding will be painted provided?			
7. Exterior colors	Color list & samples provided?			
8. Roofing	Type of roofing product provided?			Flat roofs and wood shingles are not allowed. Metal and tile roofs are allowed. Minimum of 25-year dimensional shingle
	Color of roof provided?			
9. Windows & Glass	Type of glass & windows submitted?			Reflective glass not allowed.
10. Driveways	Surface type and color provided?			Must provide proper drainage in culvert; property owner must maintain  NOTE: Home builder and property owner are responsible for proper drainage and installing pipes where needed!
	Hard surface first 100' from street?			
	Entrance from street is 12' minimum?			
	Circular drive does not exceed 20'?			
11. Burglar & Fire Alarms	Restrictions require pre-wiring			Smoke detectors per code
12. Septic System	Septic system drawings and permit from Comal County provided?			
13. Building Permit	Required building permit from City of Bulverde provided?			All homes must meet UBC
14. Sanitation	Dumpster provided at construction site?			For all construction sites builder and property owner must keep trash picked up
	Porta Potty provided within 300' of construction site?			
15. Storage Shed	Not made of tin, aluminum or metal?			
	Materials, color & design provided?			
	Location approved?			
	Will a slab be poured for shed?			
16. Barn	Roofing material provided?			No corrugated tin siding or roofing allowed
	Materials, color & design provided?			
	Is property 2 acres or more?			
	Location approved?			
	Will a slab be poured for foundation?			

	Requirements	Yes	No	Notes
<b>17. Fencing</b>	Submitted plans and plat plan?			Chain link not allowed except for small dog run in rear of property that cannot be seen from street or neighbor
	Types of post provided?			
	Spacing of post provided?			
	Wire type provided?			
	Does not exceed 56"?			
<b>18. Swimming Pool</b>	Plat showing location of pool and easements provided?			Above ground pools are not allowed!
	Is pool enclosed in fence plan?			
<b>19. Propane Tank</b>	Plan submitted showing location?			No above ground tanks allowed!
	In ground tank installed by gas company?			
<b>20. Landscaping</b>	Rock does not exceed 10% coverage?			
	AC equipment shielded from street view?			
	Drainage does not affect other lots?			
	90% vegetation or dirt?			
<b>21. Exterior Lighting</b>	Not visible from street or adjoining lots?			Must conform to City of Bulverde Dark Sky Ordinance
<b>22. Solar Energy Systems</b>	Not visible from street or adjoining lots?			
<b>23. Radio, Satellite &amp; TV Dish</b>	8' max extended above roofline?			
	Satellite dish no larger than 20"?			
	Satellite dish location not on front of home?			
	Satellite dish must be at least 10' from front wall of house.			
<b>24. Athletic &amp; Playground</b>	Location & description of equipment provided?			All equipment has an 80' setback requirement and 40' from property lines No corrugated tin siding or roofing allowed
	Tennis court location provided and screened?			
	Placement of basketball goal provided?			

NOTE: All slabs and extensions of driveways need to be platted and submitted to ACC for approval.

*All necessary permits must be acquired from  
City of Bulverde and County of Comal*