

# *To Our WBPOA Community:*

Hello, everyone! We hope all those in our community are in good health during the COVID crisis.

Your WBPOA Board and management company continue to follow the guidelines established by the City of Houston Health Department, the CDC and other health authorities in light of the continuing COVID-19 issues. Upon consideration of the extensive costs, manpower and time involved in maintaining public amenities to current guidelines, the WBPOA board has determined unfortunately, the tennis court, Kittybrook and Ludington Parks will need to remain closed for the time being, as do both clubhouses. We continue to strongly encourage everyone to keep away from and avoid using the tennis court, parks and the playground equipment in order to avoid close contact with crowds and avoid touching items which can carry and hold the COVID-19 virus germs.

**Should you or anyone with you elect to enter the tennis court, Kittybrook or Ludington Parks or play on any playground equipment against the Board's advice, you do so at your own risk; anyone who may accompany you does so at their own risk as well.**

As stated in last month's newsletter, the Board took advantage of the pool closure to perform much needed renovations to the bathroom facilities at the Ludington Pool. While performing the renovations, some serious mold issues were discovered which has extended the amount of time required to perform the renovations. Unfortunately, the pool cannot be opened until the mold issues are addressed and the bathroom facilities are available for use. Therefore, the pool will need to remain closed for the time being.

In the meantime, the WBPOA Board continues to work with the pool company and Sterling Management to ensure all City and Health Department guidelines and rules are in place to allow proper opening of the pool as soon as we are able to do so. We will keep the community posted as to timing.

When the pool is allowed to be opened, there will be strict City and Health Department rules and regulations in place, including limiting the number of people allowed in at any given time. We appreciate your understanding and adherence to these regulations as they will be strictly enforced in order that we may legally be allowed to keep the pool open. In the meantime, please remember you **MUST** be current on all outstanding WBPOA fees in order to use the pool when it does open, so please use this time to bring your accounts current, if they are not already.

Finally, your WBPOA Board plans to meet as usual on June 23<sup>rd</sup>; however, whether the meeting will be in person or via conference call continues to be guided by the CDC and city policies about gatherings. Please rest assured your Board continues work on your behalf, utilizing all legal forms of communication in order to effectuate business as required to meet the needs of the community. We will attempt to address any residents who request time on the meeting agenda as best as possible, given the circumstances. Homeowners are encouraged to attend the meetings live or via conference call, so please contact Sterling for information.

Although is no longer a mandated order, we do ask that everyone please continue to wear face masks and keep up with your social distancing practices. We are hopefully nearing the end of the COVID-19 pandemic and by continuing to follow these practices, we will be able to return to some sense of normalcy while continuing to help safeguard our families and community.

With warm regards,  
Your WBPOA Board

# West Bellfort Property Owners Association

www.westbellfortpoa.com

## Monthly Newsletter

June 2020



### WBPOA BOARD MEETING

Tuesday, June 23, 2020 6:30pm

Location to be determined\*

\*Meetings continue to be held via conference calls based on CDC and CofH guidelines as to gatherings. Homeowners are encouraged to attend calls; please contact Sterling Management for call details.

### Newsletter Highlights:

- See page 3 for a *community crime alert*

### WBPOA BOARD MEMBERS:

Barbara Hite, President  
Jeannette Calhoun, Vice President  
Phil Abrams, Secretary  
Marc Warren, Treasurer  
Mari Angelo, Board Member  
Asher Belles, Board Member  
Joy Cunningham, Board Member  
Ben Helstein, Board Member  
Isaac Herbst, Board Member  
Eleni Saatsoglou, Board Member  
Allen Segal, Board Member  
Marcy Williams, Board Member

### IMPORTANT NEWS!

**DUE TO THE CURRENT COVID-19 OUTBREAK, YOU ARE ASKED TO PLEASE AVOID THE COMMUNITY PARKS AND TENNIS COURT AT THIS TIME. SHOULD YOU IGNORE THIS REQUEST, YOU DO SO AT YOUR OWN RISK. THE CLUBHOUSES AND POOL REMAIN CLOSED.**

### 2020 POA DUES

**2020 WBPOA DUES ARE NOW PAST DUE. We understand with the current COVID-19 crisis some may be experiencing unforeseen financial difficulties. If this applies, please contact Sterling ASI as soon as possible at (832) 678-4500 and ask for Roxanne, Amy or anyone at Sterling for assistance in arranging a payment plan. For the POA to best serve the community and properly maintain our amenities, POA dues are to be paid promptly. Non-payment of dues severely impacts our community, as we cannot maintain community amenities without your dues. Therefore, non-payment of dues will restrict use of community amenities as it is not correct to allow usage to those whom are not paying for the upkeep.**

### POA DUES – ADDITIONAL INFORMATION

Payment coupons for POA dues were **are not an agreement to enter into a payment plan; however, there is a payment plan option.** However, you must have selected the payment plan option before the end of February 2020. **If for any reason you were not be able to make payments or select the payment plan option prior to the deadline, then please contact Sterling or your POA Board AS SOON AS POSSIBLE, as it is imperative that the HOA receives payments so as to stay in line with the 2020 Budget.** If you lost the payment coupon, you are welcome to pay **via the WBPOA website** or to mail your payment to the following:

West Bellfort POA  
c/o Sterling ASI  
PO Box 38113  
Houston, Texas 77238-8113

Please specify the property address you are making payment for in the memo line of the check; alternatively, you are welcome to include a separate piece of paper with the address and any other particulars to ensure your payment is properly applied.

### WBPOA MANAGEMENT COMPANY

Roxanne Martinez, CMCA, AMS  
Sterling Association Services  
6842 N Sam Houston Parkway N  
Houston, TX 77064  
Phone 832-678-4500  
Fax: 832-678-4510  
Email: roxanne@sterlingasi.com  
Any other Sterling Representative should be able to assist as well.

### Ludington Clubhouse Rental

Joy Cunningham 713 / 417-8154  
Joycunningham@sbcglobal.net

### Braesridge Clubhouse Rental

Jeannette Calhoun 713 / 203-2407  
jcalhoun@insurepointe.com

WBPOA is patrolled by :  
Harris County Constable Precinct 7  
Constable May Walker  
Precinct 7 Dispatch 713-643-6602

### Deputies assigned to WBPOA:

Sgt. J. Meek  
Deputy Ferrettis  
Deputy Manzanare  
Deputy Pyland

Please contact your alarm company and have the Constable's precinct listed as the first police authority contact.

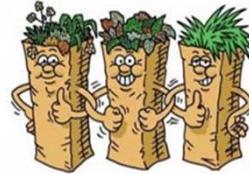


# Volunteers Needed to Serve as Block Captains



Block Captains are residents who volunteer their time and efforts to The community to serve as “point persons” between the residents, the POA Board, its committees and The property management team.

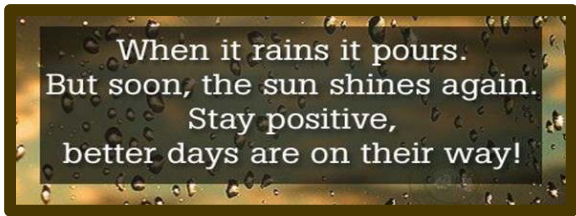
You will not be asked to do anything that puts yourself in harm’s way. The time involved is minimal. By serving as the “eyes and ears” of The community, you will play a big part in keeping it safe, friendly and beautiful. You can even “co-share” and team up with a neighbor. If you have an interest in serving as a Block Captain, please contact any of the Board members or Roxanne Martinez of Sterling Management, or attend the upcoming WBPOA Board Meeting on **Tuesday, June 23, 2020 at 6:30pm.**



**JUNK / HEAVY WASTE PICKUP MONTH!**  
Northfield III & IV (North of West Bellfort): June 12th  
Northfield V (South of West Bellfort): June 18th

Tree / Yard Waste  
**ODD months**  
January / March /  
May / July /  
September / November

Junk / Heavy Waste  
**EVEN months**  
February / April / June /  
August / October /  
December



## Recycling in WBPOA

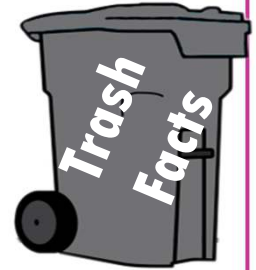
June 2020 Pickup Dates:  
**June 4th and 18th**



All WBPOA residents are on Schedule A/Thursdays for recycling pickup, which occurs every other week.

### Important Trash Facts:

- Regular pickup every Thursday
- Bins may be set out at the curb the evening before
- Bins **MUST** be removed from curb by Thursday evenings
- **Bins MUST always be stored out of site**
- **TREE / YARD** waste is every “odd” month
- **JUNK / HEAVY** trash pickup is every “even” month
- Junk / heavy trash can be taken to:  
Southwest Trash Depository / Recycle Center  
10785 Southwest Freeway  
Hours: Wed – Sun, 9am to 6pm  
Accepts junk and tree waste and recyclables



### Important Recycling Info:

- Use the Green Bin for recycling **ONLY**
- Recycle Schedule A – every other week
- Pickup on Thursdays
- Bins may be put at the curb late Wednesday evenings and must be at curb by 7:00am Thursdays
- Bins **MUST** be removed from the curb on Thursday evenings
- **Bins MUST be stored out of sight.**
- Recycling may also be taken to:
  - Westpark Consumer Recycling Center, 5900 Westpark, Houston, TX 77057

If for any reason a household has too much trash to fit inside the black garbage bin, residents can purchase city stickers to place on the outside of large plastic garbage bags. The stickers can be purchased from Fiesta or Seller’s Brothers customer service windows or at hardware stores. The stickers **MUST** be visible street side, or the bags will not be picked up.

**Residents with physical limitations can contact 311 and complete a Solid Waste Pickup Request Form (for either regular trash or recycles, or both) to qualify for special pickup services.** If qualified, city services will then pick up from the residents’ specified locations and return them to the same location when emptied. The location **MUST** be out of sight from the street, but accessible to the city services (ie, behind unlocked fence gate).



## CRIMINAL ACTIVITY ALERT

The WBPOA Board would like to bring to your attention that the Ludington Pool has recently been broken into on two separate occasions (with a third attempt). The incidents involved damages to the fence and were done by teenagers and adults. The Board has taken steps to hopefully prevent entry via the fence again.

However, although people were seen in the pool, the deputies were not contacted about these incidents until after the fact. While Precinct 7 is very diligent in patrolling the neighborhood and we are currently fortunate to have increased patrol at no cost to us, nevertheless, the community must remember that the deputies are responsible for covering almost 900 homes. With the increased number of people at loose ends, crime has been on the rise and the deputies are extremely busy answering other calls within the community.

**As such, it is absolutely critical that the Precinct 7 be called IMMEDIATELY at 713-643-6602 if you see anyone doing any suspicious activity so they can quickly respond while the activity is happening. Arrests could have been performed on the adults who were trespassing in the pool, but the opportunity was lost because no one called the Constable dispatch.**

With increased criminal activity, we ask our community to please do your part in staying safe. Please ensure your gates, homes and vehicles are locked and secured, that all valuables are removed from vehicles, that vehicles are parked in garages if possible, and to please use your home security systems.

Most importantly, as always, please remember to call the deputies if you see any suspicious activity at any time. While they do an excellent job for our community, our deputies cannot be everywhere at once. We MUST do our part to stay ahead of the criminals, especially during COVID with so many people with nothing better to do at loose ends. So please do your part in helping to keep our community and residents safe and report ANY suspicious activity immediately!

## DEED COVENANTS & RESTRICTIONS

WBPOA is a deed restricted community and its Board is responsible for ensuring the restrictions are followed by all homeowners and / or their tenants. Real estate agents are required to provide copies of deed covenants to all home buyers. Homeowners are legally responsible for any non-compliance of the restrictions by tenants. A summary of restrictions is attached to the newsletter. For a full list of restrictions, please refer to the WBPOA Deed Covenants provided by your realtor; alternatively, the deed restrictions and other association documents may be found at [www.westbellfortpoa.com](http://www.westbellfortpoa.com) (under "Documents") or please contact WBPOA's property management company, Sterling Association Services, at 832-678-4500, or contact any of your Board Members. Non-compliance of WBPOA's Deed Covenants allows the WBPOA to implement fines, fees and other rights to enforce deed restrictions; non-payment of such grants additional rights and powers to the WBPOA.

Life is like a camera. Just focus on what's important and capture the good times, and if things don't work out, just take another shot.



Before doing any new work to the exterior of your home (landscaping, roofing, windows, etc.), you must obtain approval from the Board by completing an ARC application. A copy is found at the back of this newsletter.



☎ 713-259-0673  
✉ [info@think-b-i-g.com](mailto:info@think-b-i-g.com)  
🌐 [www.think-b-i-g.com](http://www.think-b-i-g.com)

PLEASE DO NOT FEED STRAY CATS  
UNLESS YOU PLAN ON ADOPTING THEM



## Community Dollars

COVID-19 may have brought a halt to many things, but it has not stopped the progress the WBPOA Board is making on behalf of our community! Here is an update to what has been going on since the last newsletter:

Your Park & Recreations Committee the Landscape Committee has addressed the drainage issues at both parks to keep water from ponding. The gate at Kittybrook Park has been fixed (again) with a system which should prevent any further damages.

As mentioned at the front of the news letter, the Pool and Clubhouse Committees are working together on upgrades to the bathrooms at the Ludington Clubhouse. Although mold has been found, all materials that were affected will be completely replaced in order to ensure our community members will have no worries and the bathrooms will be completely safe to use when we are able to open the pool.

Unfortunately, due to the recent trespassing activity at the pool, the Board has also had to spend funds on fixing the fences – not once, but twice, followed by a third attempt! However, steps have been taken to secure the area in such a manner to hopefully prevent any further break ins through the fence.

We will continue to keep you posted on how your Community Dollars are being used to keep our community a great place to live and play!

Pool Break in #1 & Repair



Pool Break in #2 & Attempt at #3



Repaired with chain link fencing



Although it may be tempting to play at either of the community parks or the tennis court, please remember that all facilities are officially closed at this time due to COVID-19. **ANYONE ELECTING TO IGNORE THE CLOSURES OF THE TENNIS COURT, PARKS AND PLAYGROUND EQUIPMENT DOES SO AT THEIR OWN RISK.**

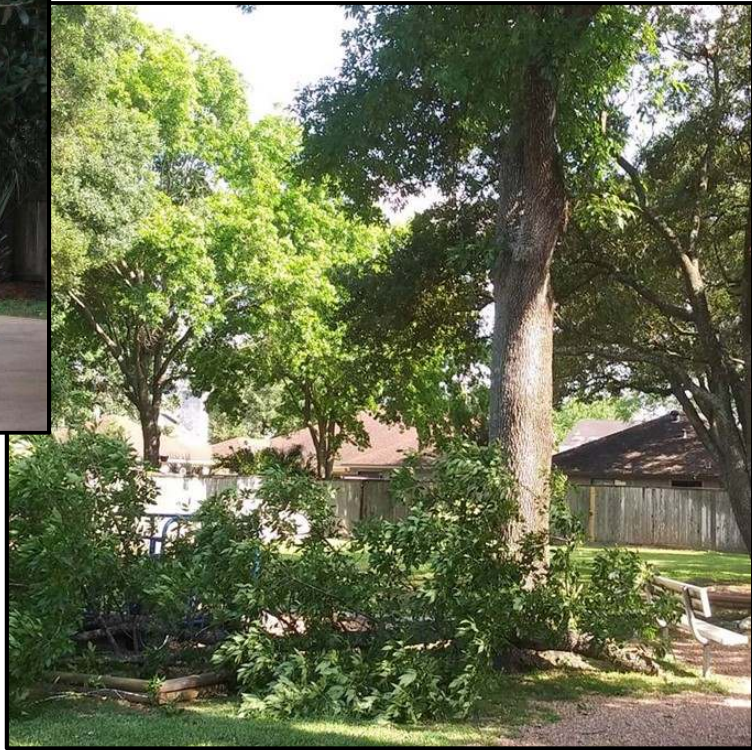


## *Community Dollars*

In the works – much needed tree trimming at the pool and parks and removal of mold found in the pool bathrooms.



← Limbs too close to the diving board



Large limb which fell during a recent storm – thankfully, the playground equipment beneath was somehow spared any damage



Example of the mold and decayed beams found during Ludington Pool Bathroom remodel.  
All affected materials will be completely removed and replaced.

## THE IMPORTANCE OF CURB APPEAL

Your home is one of the most major investments you will make in your lifetime. Maintaining a home from the inside out is critically important to retaining its value over time. The more mature your home becomes, the more important it is to maintain it. This applies to your curb appeal as well.

Curb appeal is very important, not just for the appearance of your home, but for the entire neighborhood. Keeping up the appearance of the exterior of your home may not be as exciting as decorating the interior, but in many ways it is much more important. If a majority of the homes in the neighborhood are allowed to fall into poor condition, this screams “we don’t care about our homes”.

Attached to this newsletter is some further information about curb appeal. It should start with the condition of your house, the grass, landscaping, plants, fencing, etc. Little things like keeping bins out of sight, cleaning leaves out of the gutters, power-washing mold and fungus off the bricks or hosing the driveway may seem insignificant, but it all adds up to an attractive, well-kept appearance. Things like loud exterior paint colors, broken down cars, piles of trash, boats in driveway, falling gutters, broken fences can make your house look trashy and ill-maintained... and makes the entire neighborhood look trashy and ill-maintained. Worn down houses invite things like rodents, snakes and .... crime!

Your POA Board is charged with protecting the overall value and appearance of the neighborhood. Their duty is to ensure all homeowners follow the deed restrictions. The Board and property management company are not being “mean” by enforcing the rules and regulations – they are doing it because they care about the community and wish to protect not only your home values, but our neighbors as well. A poorly maintained community is a magnet for the criminal element. So by simply maintaining your home, inside and out, you are actively participating in maintaining your home value, the overall home values in the neighborhood and helping to reduce crime. Therefore, please do your part by respecting the rules and regulations of WBPOA. **REMINDER: any improvements or major exterior work to your home (front and back) including painting, landscaping, etc. must be approved by the ARC Committee. The ARC Committee approval form is located at the back of this newsletter.**

### Grocery carts = convenient in stores In WBPOA = eyesores!

If you see empty grocery carts in the WBPOA subdivision, please call and report to:

Fiesta Mart: 713-272-2700  
Gray and red or has Fiesta logo



Walmart: 713-771-4740  
Green and gray or has Walmart logo

Joe V's: 713-721-0100

## Texas Transportation Code - TRANSP § 545.302

### Stopping, Standing, or Parking Prohibited in Certain Places

The City of Houston and the WBPOA are very strict about enforcing the State’s neighborhood parking regulations. Non-adherence to these regulations will result in a parking violations / fines from the City, as well as violation notices from WBPOA. **The homeowner illegally parked or whose tenants are illegally parked will be financially responsible for any resulting fees incurred by the WBPOA to enforce the regulations.**

Under 545.302(a), An operator may not stop, stand, or park a vehicle in the following manners:

1. on the roadway side of a vehicle stopped or parked at the edge or curb of a street;
2. on a sidewalk;
3. in an intersection;
4. on a crosswalk;
5. between a safety zone and the adjacent curb or within 30 feet of a place on the curb immediately opposite the ends of a safety zone, unless the governing body of a municipality designates a different length by signs or markings;
6. alongside or opposite a street excavation or obstruction if stopping, standing, or parking the vehicle would obstruct traffic;
7. on a bridge or other elevated structure on a highway or in a highway tunnel;
8. on a railroad track; or
9. where an official sign prohibits stopping.

(b) An operator may not, except momentarily to pick up or discharge a passenger, stand or park an occupied or unoccupied vehicle:

1. in front of a public or private driveway;
2. within 15 feet of a fire hydrant;
3. within 20 feet of a crosswalk at an intersection;
4. within 30 feet on the approach to a flashing signal, stop sign, yield sign, or traffic-control signal located at the side of a roadway;
5. within 20 feet of the driveway entrance to a fire station and on the side of a street opposite the entrance to a fire station within 75 feet of the entrance, if the entrance is properly marked with a sign; or
6. where an official sign prohibits standing



See a summary of the  
parking regulations  
attached to the  
newsletter for a quick  
reference.





# June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 Recycle Pick Up	5	6 D-Day
7	8	9	10	11	12 Junk / Heavy Waste Pick Up North*	13
14 Flag Day	15	16	17	18 Recycle Pick Up Junk / Heavy Waste Pick Up South*	19	20 First Day of Summer!
21 Father's Day	22	23 WBPOA Board Mtg Braesridge Clubhouse 6:30pm	24	25	26	27
28	29	30				

\* WBPOA – Northfield III and IV (North Side of West Bellfort): Junk Waste 2<sup>nd</sup> Friday of even months / Tree Waste 2<sup>nd</sup> Friday of odd months

\* WBPOA – Northfield V (South Side of West Bellfort): Junk Waste 3<sup>rd</sup> Thursday of even months / Tree Waste 3<sup>rd</sup> Thursday of odd months

## WBPOA ASSOCIATION COMMITTEES

Please come to a Board Meeting if you wish to serve on a committee or as a Block Captain

Architectural Review (ARC):	Barbara Hite, Jeannette Calhoun, Eleni Saatsoglou, Allen Segal, Marc Warren, Marcy Williams
Clubhouse:	Jeannette Calhoun, Joy Cunningham
Landscape:	Marcy Williams
Newsletter:	Mari Angelo
Parks & Recreation:	Asher Belles, Isaac Herbst
Pool:	Phil Abrams
Safety:	Barbara Hite, Ben Helstein
BLOCK CAPTAINS:	Volunteers Needed!

## VACATION WATCH

WBPOA residents can request vacation watches from Constable Precinct 7 for vacation planning needs. You can register for a deputy vacation watch by visiting the Precinct 7 website <https://constable7.harriscountytexas.gov> and select "Vacation Watch". Forms need to be completed at least 7 days in advance.



## See Something, Say Something!

PLEASE NOTE: Our deputies are diligent about patrolling our community, but they need our help. If you see something that does not look right, please call Dispatch at 713-643-6602 – you do not have to give your name or other details, simply report the action. If the matter turns out to be nothing, no harm done! Also, our deputies are listed on the front of this newsletter. There are OTHER Precinct 7 deputies who are not assigned to our neighborhood; however, the fact they are with the same Precinct only enhances our patrol. Should you have any concerns about our coverage, please contact Barbara Hite, your Board president, any Board member or Sterling ASI. You are also welcome to come to a Board meeting to express your concerns. **If you plan a trip out of town, please get registered with Precinct 7 for a vacation watch – our patrol officers will be happy to help keep an eye on your home.**



# Recycle More

The City of Houston accepts recyclables at curbside, the Neighborhood Depository/Recycling Centers and drop-off facilities.

Examples of acceptable plastics and materials:



# 1 Plastics  
Soft drink and water bottles



# 2 Plastics  
Milk jugs, juice bottles, and food containers



# 3 Plastics  
Detergent bottles shampoo bottles



# 4 Plastics  
Condiment bottles



# 5 Plastics  
Yogurt containers and empty medicine bottles



# 6 Plastics  
Styrofoam blocks  
(Not Accepted in Curbside Recycling Program. Accepted at the Westpark Recycling Center and ESC - South only)



# 7 Plastic  
Large water bottles



Mail, Envelopes, and Paper



Newspapers, Magazines, Telephone Books and Catalogs



Aluminum & Tin Cans



Flattened Cardboard



Glass Bottles & Jars  
Accepted in curbside automated recycling, neighborhood depositories, dropoff locations and Westpark



**NO Used Motor Oil**  
Do not place in recycling bin. Motor Oil is not collected in your curbside recycling or trash, bring to Westpark, ECS's or auto parts store.  
Beginning February 1, 2020

Follow us:

@houstontrash /houstonsolidwaste

[www.houstonsolidwaste.org](http://www.houstonsolidwaste.org)

or call 3-1-1 for additional information.

## 2020 Bi-Weekly Collection Schedule

Schedule A

Schedule B

City Holiday \*(Follow the adjusted "Holiday Schedule")

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
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29	30	31				

April						
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May						
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31						

June						
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July						
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August						
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October						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- If your collection day is during the "A Week" then follow the schedule for the shaded yellow week. Ex: Thursday A service days in January are the 2nd, 16th & 30th.
- If your collection day is during the "B Week", you will follow the unshaded week's schedule. Ex: Tuesday B service days in January are the 7th and 21st.

\*For the Holiday Schedule and additional information, visit our website at [www.houstonsolidwaste.org](http://www.houstonsolidwaste.org) or call the Houston Service Helpline 3-1-1.

**WEST BELLFORT PROPERTY OWNERS ASSOCIATION, INC.  
ARCHITECTURAL CONTROL APPLICATION**

In accordance with the governing documents of your Association, all exterior improvements and/or changes from the original construction must be submitted for and approved by the Architectural Control/Review Committee (ACC/ARC). Failure to receive approval for the improvement and/or change may result in you having to remove, alter or change the improvement in order to comply with the rules and regulations of the Association. Please complete the application below in its entirety and return to **STERLING ASSOCIATION SERVICES, INC. (SASI) to 11201 LAKE WOODBRIDGE, SUGAR LAND, TX. 77478 (Phone 832-678-4500)** or Facsimile 832-678-4497) Email: [Houston@sterlingasi.com](mailto:Houston@sterlingasi.com)

Community Association \_\_\_\_\_

Property Address \_\_\_\_\_ Sec/Blk/Lot \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Name \_\_\_\_\_

Work# \_\_\_\_\_ Home# \_\_\_\_\_ E-mail \_\_\_\_\_

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

**No improvement will be considered and is automatically denied without the following:**

- ▶ **A site plan/survey indicating location of the proposed improvement, providing the distance from the structure to the fence and/or lot lines and easements.**
- ▶ **Color swatches and samples or pictures of materials to be used in the improvement (shingle, paint, brick, stain, siding, etc).**
- ▶ **Completion of all applicable areas below of the application.**

**Status:** \_\_\_\_\_ / \_\_\_\_\_ - \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      \_\_\_\_\_  
 Start                                  Stop Date                                  Date of Completion                                  Under Construction

**Check one of the following:**

<input type="checkbox"/> Exterior Paint	<input type="checkbox"/> Roof (Weatherwood or Driftwood Only)	<input type="checkbox"/> Pool/Spa
<input type="checkbox"/> Patio (ground)	<input type="checkbox"/> Sunroom/Patio Enclosure	<input type="checkbox"/> Permanent Basketball Goal
<input type="checkbox"/> Patio Cover	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Portable Basketball Goal
<input type="checkbox"/> Deck	<input type="checkbox"/> Arbor/Pergola	<input type="checkbox"/> Room Addition
<input type="checkbox"/> Fence	<input type="checkbox"/> Mailbox	<input type="checkbox"/> Driveway/Sidewalk (new & extension)
<input type="checkbox"/> Gates/ Burglar Bars	<input type="checkbox"/> Solar Screens	<input type="checkbox"/> Landscape Statuary
<input type="checkbox"/> Window Shades/ Awnings	<input type="checkbox"/> Playground Equipment	<input type="checkbox"/> Storm Doors/Windows
<input type="checkbox"/> Other _____		

**Size:** Height \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_

**Location of Improvement:**  
 Front of House     Back of House     Left side of house (stand and face house)     Right side of house (stand and face house)

**List of Materials with color and/or material samples or photos provided (check all applicable)**

<input type="checkbox"/> Base paint color _____	<input type="checkbox"/> Trim paint color _____
<input type="checkbox"/> Garage door paint color _____	<input type="checkbox"/> Garage door trim color _____
<input type="checkbox"/> Stain color _____	<input type="checkbox"/> Fence color/material _____
<input type="checkbox"/> Siding color/material _____	<input type="checkbox"/> Roof color _____
<input type="checkbox"/> Other _____	
<input type="checkbox"/> Other _____	

\_\_\_\_ I understand the ACC/ARC are a group of volunteers in the community and will do their best to act as quickly as possible in their determination regarding my application. I hereby certify that the proposed construction/ modification is in full compliance with all the Declaration of Covenants, Conditions and Restrictions and all guidelines currently adopted by the Association. I do understand the committee has 30 days to review the request.

\_\_\_\_ I understand that the decisions are determined concerning only my architectural plans submitted. I am responsible to obtain whatever easements, permits, licenses and approvals, which may be necessary to improve the property in accordance with the submitted plans.

_____ Owner's Signature APPROVED/APPROVED CONDITIONALLY/DISAPPROVED.	_____ Date ACC COMMITTEE CHAIR SIGNATURE and Date
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**WEST BELLFORT PROPERTY OWNERS ASSOCIATION  
SUMMARY OF DEED RESTRICTIONS\***

Section	Title	Summary
4.1	Lot Use Restriction	Home is residential use only; cannot operate as a duplex, apartment, garage apartment, any multi-family use
		Property cannot be used as a business, educational, church (religious facility), professional or any commercial activity of any type
		Owner(s) / Tenant(s) are permitted to utilize a personal office on site; however, members of the public cannot be invited, permitted or allowed to enter the living area, grounds or other parts of the property to conduct business of any kind
		Should Owner(s) / Tenant(s) utilize a personal office, such use must comply with state and federal laws, city ordinances and any other governing agency or authority
		No signs or other manner of advertising of personal or commercial business / profession are permitted on the physical site, via hard media, social media or any other medium
		No employees are permitted
		No offensive activity or condition, noises or odors are permitted
		Owner(s) / Tenant(s) are not permitted any use or other activity on site or in the community which threatens the security or safety of other residents
		<b>NO Garage sales, estate sales, rummage sales, moving sales or any similar activities in the home or in the community</b>
4.1	Living Unit Restriction	Max number of related persons permitted to live within the home is restricted to 2 times the number of bedrooms originally built with the home; The max number of Unrelated persons permitted to live within the home is restricted to two individuals. EXCEPTION: Homeowners may operate a City / County / State unit home, but residents must follow stipulated neighborhood guidelines. The Homeowner is to maintain the property to community standards and must follow deed restriction guidelines
4.1	Garages / Carports	All homes must have a garage; Garage conversions are not permitted without ARC approval; Carports are not permitted.
4.2	Driveways	Driveway entrance and exit must face the same street the home faces. Side street exits / entrances are not permitted
4.6	Fencing / Roofing	Fencing lines are defined; no chain link fencing; other types of fencing require ARC Committee approval; roofing must be composition
4.8	Mail Boxes / House Numbers, Etc.	Mail boxes, house numbers and similar exterior items must be harmonious to the neighborhood
4.10	Grass / Trees	All lots must be sodded with natural grass only; types of natural sod and trees are under ARC Committee control
4.11	Vehicular Sight Lines	No fencing, construction or plantings of any kind may block vehicular sight lines
4.12	Signage	No signage, banners or similar of any kind; realtor signs are allowed at the discretion of the ARC committee
4.13	Vehicles, Equipment, Machinery, Etc.	No boats, trailers, camping units, RVs, bus, truck, self-propelled or towable equipment or machinery of any kind are allowed to be in view; must be kept within an enclosed garage; garage height is restricted
4.14	Trash	<b>No trash, rubbish, garbage, manure or debris of any kind is to be kept anywhere on the lot. Bins must be kept from view at all times except for specified garbage pick up times; specific bins must be utilized</b>
4.15	Nuisances	No noxious or offensive activity or noises at any times; work on vehicles in open view is not permitted; no discharges of firearms or fireworks; definition of "Nuisance(s)" is at the sole discretion of the ARC Committee
4.16	Lot Maintenance	Lots and exteriors must be maintained in a neat and attractive manner; no painting, construction or other work may be performed on the exterior home or landscape without explicit approval from the ARC committee, including painting of the home and any work to the rear exterior of homes; homeowner is solely responsible for the cost of removal of any structure not found to be in harmony with the neighborhood
4.18	Construction	Any emergency construction (related to natural disasters, storms, etc.) or exterior construction related to ARC approved improvements or any noisy interior construction / renovations are to be conducted between the hours of 7:00am and 9:00pm. Other restrictions may be placed at the discretion of the ARC Committee (for example, in observance of religious holidays).
4.19	Animals	NO farm or livestock animals of any kind are permitted. Common household pets are defined and include fish, birds, hamsters, cats and dogs. Cats and dogs are limited to three (3) per household. All animals are to be restrained when in public and are not allowed to roam loose.
4.23	Leasing	Residential homes are only allowed to be leased as a standard family residential unit as defined in the Declarations. Residences cannot be leased in the manner which can be defined as a hostel, hotel or other temporary, transient leasing unit. Tenants are to follow community guidelines. The Homeowner will be held responsible for Tenant(s)' actions and / or non-compliance of deed restrictions, including the payment of any fines or fees placed against the residence.

*\*Summary only; does not include all restrictions. For a full list of restrictions, please refer to the WBPOA Deed Restrictions provided by your realtor; alternatively, the deed restrictions and other association documents may be found at [www.westbellfortpoa.com](http://www.westbellfortpoa.com) (under "Documents") or please contact WBPOA's property management company, Sterling Association Services, at 832-678-4500, or contact any of your Board Members. Non-compliance of WBPOA's Deed Restrictions allows the WBPOA to implement fines, fees and other rights to enforce deed restrictions; non-payment of such grants additional rights and powers to the WBPOA.*

**ALL WORK TO THE EXTERIOR OF THE HOME OR TO THE LANDSCAPING, INCLUDING TO THE REAR OF THE HOME, REQUIRES THE APPROVAL OF THE ARCHITECTURE REVIEW COMMITTEE. ATTACHED AT THE BACK OF THIS NEWSLETTER IS THE ARC APPROVAL FORM.**