

## **CAMBRIDGE HEIGHTS HOMEOWNERS' ASSOCIATION**

**5900 Shepard Mountain Cove**

**Austin, TX 78759-5227**

**stacy@camanagersc.om**

**Voice (512)400-5319**

**Dear Homeowner,**

Enclosed, you will find the most current information compiled by our Architectural Control Committee (ACC) for your reference when applying exterior improvements.

You must follow these guidelines to avoid potential violations. If complete improvement details are not submitted, and the project does not comply with community rules and the CCRs, we will have no choice but to issue violations until the matter is resolved.

Thank you in advance for your cooperation.  
If you have any questions, please feel free to contact me.

Sincerely,  
**Stacy Knispel**  
Property Manager  
On behalf of the ACC Committee  
**CAM (Community Association Management)**

## Landscape

- Bare spots seem to dominate portions of many yards. The most common attribution to dead spots is trees with low-hanging branches and/or trees that have not been trimmed properly. Additional issues include compacted soil, thatch buildup, or common fungal diseases such as brown spot. Yearly tree trimming is recommended as well as properly protecting, weeding, and fertilizing the yard at necessary intervals throughout the year.
- Lawns look better when they grow grass, not weeds. Some weeds flourish in droughts and seem to grow exceptionally fast. They must be removed to let the grass grow. Applying winter weed and feed will help relieve the weed growth and prepare the lawn for a better crop of grass for next spring and summer.
- It is required by our HOA that yards must be mowed and maintained. It is also required that all driveway and sidewalk cracks be free of grass/weeds. Sidewalks and driveways must be edged so that weeds do not grow over the lip of the concrete. The sidewalk easement must be kept clear of all encroaching limbs and branches as well to minimize exposure to walking hazards and scratching of pedestrians. Lawns that do not maintain these standards will be cited.
- Tree branches cannot hang lower than 14 feet off the ground over the street and not lower than 8 feet off the ground over a sidewalk. The owner of the tree is responsible for his or her tree trimming, regardless of whose property the tree may extend over. This poses a safety hazard for pedestrians and vehicles alike.
- Trim bushes and shrubs to allow for the viewing of the address on the garage or home wall. This is a growing problem in the neighborhood. This is a safety concern should emergency vehicles need to reference the house numbers on an emergency call.

- Trim bushes and tree limbs that have grown over the sidewalk. The sidewalk easement must be kept clear of all encroaching limbs and branches to minimize exposure to walking hazards and scratching of pedestrians.

## **Trash**

- Trash bins should be placed no earlier than 5 p.m. the day before the community's designated trash day and should be moved out of sight by the end of the designated trash day. The current trash pickup day for the neighborhood is Thursday and is moved to Friday in the event of a holiday.
- Leaving trash items, tree branches, or other large articles outside and in view before the scheduled trash pickup day is a citation.

## **Boats & Trailers**

- Trailers of any kind should not be left disconnected from a vehicle in the street or in a driveway. Contractors may have trailers provided they are connected to a service vehicle. Any exceptions must be submitted to **Stacy** and approved by the HOA. Visiting guests with pop-out trailers or vehicles must be submitted and approved as well. Please provide the beginning and end dates of the vehicle or trailer's use in this manner in these requests.

## **Fence Repair**

- Replace all pickets that are broken or missing. Gates are required to hang neatly from the fence and cannot be in disrepair. Fence lines with swaying sections, no longer in a consistent straight line, are also an issue. If a fence replacement is planned, please email **Stacy** so we are aware of the project and can hold citations for the fence on your property. Please include the planned replacement dates in the request.

## **Improvements**

- If you are considering undergoing any improvements outside of your home, please email **Stacy** to ask whether you need to apply for approval from the Architectural Control Committee (ACC). This includes any landscaping projects and any building projects that may occur in the front yard or backyard of your home. This saves a great deal of time and frustration for all parties. Please apply to start or complete any of these projects. We are willing to work with you to ensure your ideas meet the neighborhood standards.
- To have better knowledge of your community's Codes, Covenants, and Restrictions (CCRs), please take time to read all of them. There are more violations that can occur that are not listed here. These happen to be some of the more frequently cited rules in the community. DO NOT consider this an exhaustive list, and only attend to the problems listed. All of the documents can be found at the Cambridge Heights section of the CAM Management website under Governing Documents: [www.portal.camanagers.com](http://www.portal.camanagers.com)

We appreciate your attention to these matters. Please contact **Stacy** should you have any questions or concerns about the included information or any other related issues.

Thank you

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#### **ATTENTION HOMEOWNERS: Changes to Front Door Colors**

To help improve the overall aesthetics of our homes, the ACC will be approving additional colors other than the neighborhood standard (included in this packet). We understand that exterior style has changed from when our neighborhood was first built and wish to keep the values of our homes in line with other surrounding neighborhoods. Many new colors will now be allowed in the neighborhood for the front door ONLY. Here are the new requirements and guidelines for front door colors:

- An ACC application **MUST** be submitted and approved for any colors outside of the neighborhood standard. This includes houses whose front doors are currently painted a color outside of the neighborhood standard. We will still be sending citations for any unapproved front doors. When you submit the application, please include a color sample or a picture if it is already painted.
- Only solid colors will be accepted. No patterns or gradients will be approved.

- These color changes are only for the front door. Trim and primary exterior paint colors are still to be maintained to the neighborhood standard. Any requests to change trim and primary exterior paint to a color outside of the neighborhood standard will be reviewed.
- Please avoid any neon or other extremely bright colors. The ACC will still review any submitted paint colors. Darker color shades are preferred to better fit the neighborhood norms.

Please contact **Stacy Knispel** at the management company with any questions or concerns about these new changes.

**stacy@camanagers.com**  
**(512) 400-5319**