

NORTHCREST RANCH PROPERTY OWNERS ASSOCIATION

Governing Rules and Guidance

Welcome to the Northcrest Ranch Property Owners Association Architectural control committee

Governing Rules/Guidelines

Within the Northcrest Ranch Property Owners Association, there are three (3) sections. Each section has Protective Covenants that govern what may and may not be constructed on lots within each section including architectural restrictions. In an effort to provide consistent rules that perhaps more clear and understandable, the NCRPOA has adopted these Architectural Control Guidelines that apply to all sections in Northcrest Ranch POA.

Residents who wish to make a change to their existing property must comply with both the Protective Covenants for their section as well as these guidelines for the Association.

Where there are any conflicts with the ACC guidelines the individual Section Protective Covenants will control unless the lot plat differs, it is the final authority.

2

NORTHCREST RANCH POA ARCHITECTURAL CONTROL GUIDELINES

Northcrest Ranch Property Owners Association

Board of Directors

Architectural Control Committee

Revised April 2016

3

TABLE OF CONTENTS

A. Program for Architectural Control

- Mission Statement
- ACC Guidelines
- NCR POA and its Governance

B. The Application and Approval Process

- Items requiring prior approval
- Items that do not require approval
- Variances

C. Defining the "Building Envelope"

- Measuring Building Setbacks
- Building Setback Lines
- Easements
- Height Guidelines

D. Suitable Materials and Harmonious Exteriors

E. New Construction

F. Additions to the Residence/Garage

- General
- Sunrooms
- Attached Decks and Deck/Patio Covers
- Roof additions
- Foundations
- Roof Replacements

G. Outbuildings

- General
- Sheds and Storage Units
- Gazebos, Pavilions, Cabanas and Outdoor Kitchens

H. pools and spas

I. Fences

J. Driveways, Walks and Landscaping

4

K. Exterior Lighting

- General
- Floodlights
- Exterior Lighting Fixtures
- Walkway Lighting
- Landscape Lighting

L. Exterior Painting and Awnings

- Exterior Colors
- Application Process
- Awnings and Aluminum siding

M. Satellite Dishes and Antennas

- Satellite Dishes
- Antennas

N. Miscellaneous

- Birdhouses
- Basketball Goals
- Benches/Tables
- Statuary, Birdbaths, Fountains

O. Prohibited Property Uses and Conditions

- Listing of Non-Conforming Uses and Conditions
- Signs
- Resolution of Non-Conformance

5

A.PROGRAM FOR ARCHITECTURAL CONTROL

1. Mission Statement for Architectural Control Committee (ACC)

- The ACC is a group of Northcrest Ranch residents who have volunteered to serve on the committee in order to maintain the standards set forth in the Northcrest Ranch Deed restrictions. The members are appointed by the Board.
- The purpose of the ACC is to review, evaluate and approve applications for improvements to homes, structures, and properties within the NCR community in Sections I, II and III in accordance with the Bylaws and Deed Restrictions.

- To ensure such improvements are of suitable quality and harmonious within the community and are considerate of adjoining properties and residents
- To enforce compliance regarding the uses and conditions of residents' properties as set forth in the Deed Restrictions.

2. ACC Guidelines

- Guidelines have been established by the ACC Committee and have been approved by the NCR Board of Directors.
- NCRPOA guidelines cannot conflict nor usurp requirements or codes of Montgomery County.
- Guidelines provide fair and uniform information for all NCR residents regarding:
 - i. Quality of materials, harmony of external design, size and relative location of improvements as well as the impact on neighbors.
 - ii. Conformance of improvements and property uses with the Deed Restrictions.
- The ACC reviews/Approves all matters concerning improvements and conformance as set forth in these guidelines.
- Association members may appeal decisions by the ACC to the Board, whose decision is final.
- Guidelines will be maintained by the ACC and may be updated from time to time after review and approval by the Board. Notices of these updates will be posted on the NCR webpage.

3. Northcrest Ranch Property Owners Association (NCRPOA) and Its Governance

6

- NCRPOA was established by the NCR Developer with membership consisting of all homeowners.
- Regular election of Board of Directors as set forth in the NCR Deed Restrictions and Bylaws.
- NCRPOA Board appoints the ACC members as set forth by these guidelines.

B. THE APPLICATION AND APPROVAL PROCESS – IMPROVEMENTS/ADD ONS

1. Items requiring/Not Requiring Approval

- Prior approval is required for all additions, demolitions, improvements or changes to residents' real property, including color changes.
- The following items do not require a formal application for approval but an e-mail to the ACC stating the intent is required: However, should any of these actions result in the application of unsuitable materials or workmanship which is judged by the ACC to detract from the community, the ACC has the right to require they be replaced.
 - i. Repaint house the same color
 - ii. Re-Roof house with the same roofing material
 - iii. Gutters
 - iv. Repair house with the same type external materials.
 - v. Installation of Landscaping.
 - vi. Installation of birdhouse, birdhouses, benches, tables or statuary must follow guidelines herein.

- vii. Installation of basketball goals must follow guidelines herein.
- viii. Installation of lighting must follow guidelines herein.

2. Application Process

- Plans and specifications for improvements are to be submitted in writing for approval in advance. No consideration will be given in those instances when post-construction approval is requested.
- Application forms are available on the NCR website
- Plans and specifications should include:
 - i. The nature of the change or addition/demolition
 - ii. Specifications and plans
 - 7
 - iii. Measurements (heights, width, depth, elevation, etc.
 - iv. Materials to be used
 - v. Color
 - vi. Location on the property in relation to other structures (Site Plan).
 - vii. Harmony of design
 - viii. Effect on drainage
 - ix. Location in relation to topography
 - x. Location of utility easements
 - xi. Signature of Owners
 - xii. Additional information as requested by the ACC or the Board.
- The ACC has Thirty (30) days from the date of receipt of a complete proposal to respond, after which if there has been no response the applications is deemed to be accepted. The ACC will endeavor to respond in a timely manner to facilitate the resident's planning and implementation process.
- Approval of applications must be in writing by the ACC and accompanied by a construction permit, which must be posted and viewable from the street, prior to beginning construction.
- Any NCR resident has the right to appeal a decision by the ACC to the NCR Board of Directors, whose decision shall be final and binding.

3. Variances

- The Board of Directors, upon recommendation of the ACC, is empowered to grant variances for a resident whose proposed improvements vary from the ACC Guidelines. Variances must be formally approved and registered in the property deed as appropriate
- All costs associated with the preparation and recording of a variance shall be the responsibility of the resident.

C. DEFINING THE BUILDING ENVELOPE

1. Building setbacks are measured from the property line to the foundation edge of the subject building. See Figure 1, on the following pages for an orientation to the allowable building envelope.

2. Front Street: Setback Building line is typically 100 feet from the front property line and follows the contour of the street. However, there are special exceptions

8

to this distance for each section. For specific measurements refer to the individual lot plan/survey or section subdivision plat which is the reference document for your particular lots.

3. Side Building lines are typically 25 feet inside your property line. However, there are special exceptions to this distance for each section. For specific measurements refer to the individual lot plan/survey or section subdivision plat which is the reference document for your particular lots.

4. Back Building Lines are typically 50 feet from your rear property line. However, there are special exceptions to this distance for each section. For specific measurements refer to the individual lot plan/survey or section subdivision plat which is the reference document for your particular lots.

5. Easements Provide Access Through, Around and to Properties for Public Utilities, Drainage, and the use of Residents.

- No building shall be located over, under, upon or across any portion of any utility easement.
- No fence, building, or other structure or improvements may be placed on any utility or drainage easement along or adjacent to any road or street.
- The utility easements shown on the plat adjacent to any street or road may be used by all the Owners, their families, guests and invitees for the purpose of pedestrian walking or jogging and for riding horses or nonmotorized vehicles or similar activities.

D. SUITABLE MATERIAL QUALITY AND HARMONIOUS EXTERIORS

1. The ACC enforces the use of quality materials, harmonious external design and Montgomery County building codes and standards. These stipulations are clearly stated in the Deed Restrictions. The ACC has a duty to reject any addition, improvement, or change on the the basis of unsuitable material quality and/or in harmonious exterior design or color. The ACC can exercise the duty irrespective of an improvement or addition complying with the local building codes and standards.

2. Material Quality: Information regarding the materials used in the construction of your home may be available from your original builder. It is recommended that you first contact their local office for this information.

3. Harmonious Exteriors: Homeowners may wish to consult with a professional design service for all improvements and exterior color changes.

E NEW CONSTRUCTION

9

1. All building construction, additions, or alterations on site require approval in writing from the Architectural Control Committee (ACC) prior to construction. (See Deed Restrictions for more detail). Property owner must be current on fees and/or fines or any violations of the Deed Restrictions prior to review for approval process.

2. New construction review process requires the following:

3. Completed application signed by property owner(s). (New Construction Application Form)

4. A check for \$950 made payable to Northcrest Ranch P.O.A., of which \$700 is refundable if no liability is incurred (fines/penalties/road damage etc.).

5. Copy of county building permit and county septic permit (also include the engineered drawing of septic). County Permit must state that Quadvest is your water supplier.

6. One set of plans to include:

7. Square footage

8. A site plan (to be drawn on a surveyed plat of your lot) showing the dimensions

of the lot and distance from property lines on all sides of all proposed improvements (usually furnished by the architect, engineer, or certified house planner). However, if he/she does not provide this document you should have received a surveyed plat of your lot at closing. Building Lines and Utility Easements must be shown.

9. Foundation plans

10. Four elevations

11. Sample or picture of exterior materials (chips, brick, shingles, color samples, etc.). All colors to be used must be stated and sample given. Any changes from this statement must be approved in advance.

12. A signed copy of the fines/penalty schedule (posted on the website), which indicates you and your builder have read and understand the fine structure must be included. No application will be reviewed without this form. (Initial on Application that you have read Fine Schedule)

13. Drainage plan submitted on site plan by builder (Must make change on website.)

14. Submit application package to the following address:

NORTHCREST RANCH P.O.A

P.O. Box 1205

New Caney, TX 77357

10

F. ADDITIONS TO THE RESIDENCE/GARAGE

1. General

- Includes a wide range of additions to the existing residence framing plan, roof or foundation such as an extended bedroom, porch, balcony, portico, sunroom or other attached improvement.

- Application packs can be found on the NCR website and must fully completed including

1. Name, Address and business phone of the contractor/installer

2. Detailed scale drawing/blueprint showing three dimensional relationship (plan and Elevations) of the addition.

3. Plot plan showing relationship to all lot building lines, existing structures/improvements, setback lines and improvements.

2. Sunrooms

- Sunrooms are additional rooms with glass enclosed walls and/or ceilings. They are subject to the Deed Restrictions as well as the following guidelines

1. Sunrooms may be added to the rear of the residence only, and shall not encroach on setbacks lines or easements.

Applications for corner lots will be considered on a case by case basis.

2. Supporting structural members and tinted glass must be harmonious with the exterior color of the home. No metallic or direct reflecting glass will be permitted.

3. Foundation shall be reinforced concrete.

3. Attached and Detached Decks and Deck/Patio Covers

- No decks, other than second level balcony, shall be constructed more than three feet above the ground.

- Roofed decks/patios shall be designed to conform to the existing residence rooflines.

- Corrugated roofs are not permitted

4. Roof Additions

11

- No solar panels, ventilators or similar types of roof additions are permitted on the front of the roof ridgeline and/or gable of structure.

- Must not be visible from the street view.

5. Addition to Garages

- Special attention to preserving the privacy of adjoining neighbors shall be shown in the design of second story Guest Quarters.

- Conversion of existing garages for residential use is not permitted unless a new equivalent sized garage is added to the residence

6. Foundations:

- Foundations for house room additions must be the same as the house.

7. New Roof and Roof Replacements

- If the replacement shingles are of the same grade, type and quality of the existing shingles, no formal application is required from the ACC. In this case you must notify the ACC via Email and receive a confirmation email back with approval prior to construction.

- If the replacement or new roof shingles vary from the original shingles, an application needs to be submitted to the ACC that includes the type/brand of the shingle, color of the shingle, shingle weight and felt grade.

- Suitable materials include standard fiberglass composition shingles, clay tile, and traditional slate. Wood/Cedar shingles or other materials are not permitted. Shingle color should be in keeping with the colors of the house and compatible with those of the neighborhood.

- Temporary structures: PVC or other poles holding canvas or vinyl covers/tents are not allowed.

G. OUTBUILDINGS

1. An Outbuilding is any structure which has a floor and/or walls (dirt, concrete, wood or other) and/or a permanent roof, but is not attached to the main dwelling or other detached buildings. The Deed Restrictions do not name every type structure whether constructed or portable. It is clear the intent of the restrictions, and maintained since the beginning of the subdivision by the Board of Directors that ANY structure must be approved by the ACC.

- Sheds and Storage Units portable or constructed.

12

- Only one shed/storage unit is allowed on a lot and shall not encroach on setbacks or easements. Storage shed must be made to look permanent by landscaping or other material covering the gap beneath.

- Gazebos/Cabanas/Pavilions/Outdoor Kitchens

1. The structure materials must be harmonious with the materials, quality and color used for the residence. Plastic, fabric or similar materials are not acceptable.

2. Poles and Columns must comply with the Pole Policy.

3. Pole Policy: Bare metal poles are not allowed. If the home has

columns, for example Stone bottoms with wood tops in the Craftsman Style, the columns on the outbuilding must be the same. If the home has no columns, the poles, if any, must be painted to match the trim of the home or the outbuilding.

4.

• Children's Play Structures?

1. Forts, swing sets, trampolines, slides, treehouses, playhouse, do not need an application but should be behind the home. If the structure is to be seen due to the lot orientation, then an application must be filed. In no case can these structures be in front of the home.

2. Outbuildings are typically no larger than 40' x 60', and the square footage should be less than that of the homes square footage. The size allowed may vary depending on lot size and orientation, view, aesthetics, or other factors at the sole discretion of the ACC.

- Outbuildings shall have walls on at least three sides with a door.
- Outbuildings should be no more than 12 inches above the ground.
- Lean- to 's can be constructed as an attachment to the outbuilding. Leantos shall be utilized for storage of RVs, boats, tractors and such.

However, shall not be utilized for storage of miscellaneous items.

3. Guesthouses

- Must follow the deed restriction guidance for size
- Must include a one car garage, in addition to the two car garage minimum for the main residence
- Must include at least one restroom and kitchen.

13

H. POOLS AND SPAS

- Above ground pools are not allowed in Northcrest Ranch
- Pool equipment must be hidden from any street view
- No Gunitite or Plaster washout is allowed in the drainage ditches and owner can be subject to fines if this occurs
- The backsides of any slides, waterfalls or other pool features must be screened from any street view.
- Decks and patio/deck covers constructed in conjunction with a pool, spa or Jacuzzi will conform to their respective guidelines as stated elsewhere in this guideline.
- Pool Houses

I. WALLS AND FENCES

- Walls and fences, if any, must be approved prior to construction by the ACC and shall not be any closer to front street property lines than the utility easement boundary line across the front of the lot, and no closer than the utility easement boundary line on any side street.
- Fences along and adjacent to any road or street must be constructed of rail type wood boards, or similar appearing synthetic materials, ornamental iron or masonry and must be in harmony with the guidelines of the ACC.
- All other fences must be constructed of ornamental iron, wood, masonry, chain link or wire.
- No electric, barbed wire, corrugated, bamboo or temporary fences will

be allowed unless the ACC approves an exception.

- Wire fences allowed will be no closer to the street than the front of the dwelling on the lot.
- A hot wire may be installed on the inside of existing fence but must not be visible from any street view.

J. DRIVEWAYS, WALKS, AND LANDSCAPING

- All driveways will be constructed of concrete, asphalt, gravel, iron ore or crushed rock. Driveways must remain in good repair.
- At least 25" feet of any driveway or entrance to each lot from the pavement of the street shall be paved with concrete or asphalt.

14

K. EXTERIOR LIGHTING (POLICY ON WEBISTE

1. The type, quality and color of all exterior site and house lighting must be consistent with the other existing lights on the property and in the neighborhood of the respective house.

- Floodlighting fixtures must be attached to the house or other architectural structure and must not illuminate other private or community properties.
- Lights must be directed downward so they do not create a hot glare spot visible to neighbors.
- Must be 100 watts or less.

2. Exterior Lighting Fixtures

• All exterior lighting fixtures visible from the street or other public areas must be of an understated design that complements the architectural style of the residence.

3. Walkway Lighting

• Proposed walkway lighting should be inconspicuous and of a bollard or dome light design.

4. Landscape Lighting

- Exterior landscape lighting shall be permitted so long as the lighting is located within flowerbeds, shrubs and/or trees.
- Pole mounted landscape lighting and/or decorative lighting shall also be permitted, with ACC approval so long as the pole does not extend more than seven feet above ground, the light fixture is not situated more than six feet above ground and the light is neither high pressure sodium or sodium vapor.

• Exceptions

1. Exceptions to these guidelines may be granted by the ACC if the design and location of the residence and/or garage are on a lot that warrants exception.

• Annoyances

1. All new lighting which is approved by the ACC shall be subject to a 90-day trial period upon installation to assure the lighting is not objectionable to surrounding residents.

L. EXTERIOR PAINTING AND AWNINGS

15

1. Exterior Colors

- Exterior paints and stains for each residence shall be selected to complement or harmonize with the colors of the other materials with

which they are used.

- Wood siding and trim should generally stay within the earth tone color family. The use of white is also permitted. Extremely bold or primary colors are prohibited.
- The variety and number of exterior colors on each house should be held to a maximum of three, not inclusive of brick or front door color.

M. SATELLITE DISHES AND ANTENNAS

- All dishes must be house or roof mounted and shall not exceed 1 meter in circumference.
- All dishes must be of one solid color of black or earth tones and no advertising or printing will be allowed

N. MISCELLANEOUS

- Birdhouses, statuary, benches, tables, fountains
 1. Should be of size and design that conforms with the design of the home.
 2. Picnic type tables should be set back from the front of the home

• FLAGPOLES

- Please see Flag and Flagpole policy on our website. www.northcrestranchcommunity.com

• BASKETBALL GOALS

- should be set back from the front of the home.

O. PROHIBITED PROPERTY USES AND CONDITIONS

16

• SIGNS

- advertising is prohibited
- Security company signage no larger than 1' x 1' is allowed.

• NON FUNCTION VEHICLES

• WINDOW TYPE A/C OR HEATING UNITS STRICTLY PROHIBITED

• SOLAR PANELS

- Please see the Solar Panel policy on our website. www.northcrestranchcommunity.com

• RAIN HARVESTING

- Please see the Rain Harvesting policy on our website.