

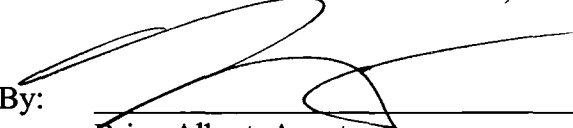
CORPORATE CERTIFICATE
BUFFALO SPRINGS ASSOCIATION, INC.

The undersigned certifies that he is the Agent of Buffalo Springs Association, Inc. (the "Association"). The Association is the property owners' association for Buffalo Springs, a subdivision in Montgomery County, Texas, according to the maps or plats thereof recorded in the real property records of Montgomery County, Texas.

The Association is a Texas nonprofit corporation, and a true and correct copy of its **Application for Improvement or Modification** is attached to this certificate.

Signed this 22nd day of November 2023.

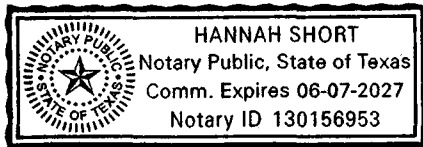
BUFFALO SPRINGS ASSOCIATION, INC.

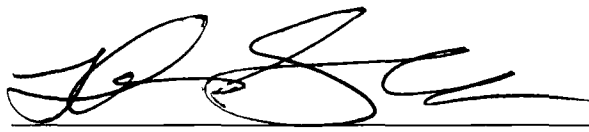
By: 
Brian Albert, Agent

STATE OF TEXAS §

COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on November 22, 2023 by Brian Albert, Agent of Buffalo Springs Association, Inc., a Texas nonprofit corporation, on behalf of said nonprofit corporation.




Notary Public, State of Texas
My commission expires: 06-07-2027

Buffalo Springs Property Owners Association

3500 W. Davis, Suite 190, Conroe, Texas 77304

(936)756-0032

ryan@imcmanagement.net

Application for Improvement or Modification

Owner's Name: _____

Property Address: _____

Legal Description of Property - Section: _____ Blk: _____ Lot: _____

Contact information should the Committee wish to contact you for additional information:

Cell Phone Number: _____ Email Address: _____

Mailing Address (if different from above): _____ Zip: _____

Contractor Information (if applicable):

Contractor Name: _____

Contractor Phone: _____ Contractor Email: _____

Projected Start Date: ____ / ____ / ____ Projected End Date: ____ / ____ / ____

Type of Improvement or Modification (include the Checklist shown below with the type of improvement):

- | | |
|---|---|
| <input type="checkbox"/> Room/Home Addition (incl New Home Chklst) | <input type="checkbox"/> Landscaping (incl Improvement Chklst) |
| <input type="checkbox"/> Pool and/or Spa (incl Swimming Pool Chklst) | <input type="checkbox"/> Roofing (incl Improvement Chklst) |
| <input type="checkbox"/> Play Equipment/Structure (incl Improvement Chklst) | <input type="checkbox"/> Fencing (incl Improvement Chklst) |
| <input type="checkbox"/> Shed/Storage Building (incl Improvement Chklst) | <input type="checkbox"/> Exterior Lighting (incl Improvement Chklst) |
| <input type="checkbox"/> Concrete/Brick/Stone Patio/Pathway (incl Improve Chklst) | <input type="checkbox"/> Driveway Extension (incl Improvement Chklst) |
| <input type="checkbox"/> Paint (incl Improvement Chklst) | <input type="checkbox"/> Shutters (incl Improvement Chklst) |
| <input type="checkbox"/> Patio Cover (incl Improvement Chklst) | <input type="checkbox"/> Solar Panels (incl Permit Work Flow Doc) |
| <input type="checkbox"/> Other _____ (incl Improvement Chklst) | |

The following is required for consideration and approval:

- Lot Survey (with improvements drawn to scale); including all utility and drainage easements; also honoring the 5 foot side lot lines and 15 foot from the rear lot lines if none are shown on Plat.
- All required permits
- Accurate detailed description of the project, including height, width and depth
- Description and samples of all exterior materials (paint color, roofing material, landscape stone, pavers, cladding, etc.)
- Elevation Drawing (front and side);
- Picture or drawing of the intended/existing project (pictures, sketches, brochures and other data or links to websites)
- Tree removal plan; Drainage plans; and Landscaping plans

For Office/Committee Use Only:

Date Application Received: _____ Date of Decision: _____ Date of Final Compliance/Close-Out: _____

APPROVED APPROVED WITH CONDITIONS DENIED REJECTED-INCOMPLETE APPLICATION

Conditions/Comments/Suggestions: _____

Buffalo Springs Property Owners Association

3500 W. Davis, Suite 190, Conroe, Texas 77304

(936)756-0032

ryan@imcmanagement.net

Describe the nature of the project: _____

Location: (Lot survey of property must be included with desired improvement drawn to scale)

Dimensions: _____ Distance from fences and easements: _____

Colors: _____ Dimensions of completed structure: _____

Materials: _____

Owners Acknowledgements:

By submitting this application and by signing below, I understand that:

- the ACC will not process this application without all of the required information, permits and material samples;
- the ACC has up to thirty (30) days to review this application after all the above information and permits are furnished;
- Construction of the improvements must begin within 2 months of the date of issuance of a building permit by the City of Montgomery and all requested improvements completed within six (6) months from the date this application was approved (unless it's a new home construction or the homeowner has an extension approved by the ACC);
- any improvement or modification to subject property prior to approval by the Architectural Control Committee (ACC) is strictly prohibited. If I commenced or completed any improvement or modification and any part of this application is denied, I will be required to return the property to its original condition at my own expense;
- all proposed improvements must comply with city, county, state and local codes. I understand that applications for all required permits are my responsibility. Nothing herein shall be construed as a waiver of modification of any codes. My signature indicates that these standards are met to the best of my knowledge;
- any variation from the original application is prohibited. Any changes will require a new application;
- if approved, said improvements/modifications must be maintained per the Declaration of Rights, Restrictions, Affirmative Obligations and Conditions for Buffalo Springs (Deed Restrictions);
- this improvement/modification will not alter the existing drainage of my lot, any surrounding lot, or common area. I will be responsible at my own expense to correct any drainage problems to such areas that may occur as a result of this modification;

Rules for Construction are as follows:

- All trash and construction debris shall be picked up and removed from the site (contained in a box and hauled away).
- Any street within the Property onto which mud is tracked from a Lot shall be promptly cleaned up.
- No gunite/concrete trucks may wash out at any location other than of the Lot where the construction activities are taking place.
- Construction hours are 7:30 am to 6:30 pm, Monday through Friday and 9:00 am to 5:00 pm on Saturday and Sundays.
- No construction will be permitted on holidays without specific approval from the Committee.
- No materials or equipment shall be permitted on adjacent Lots without written approval from both the Owner of any adjacent Lot and the Committee.
- It is the responsibility of the Owner/Contractor to inform all sub-contractors of the rules and regulations.

Signature constitutes the following: I certify that all materials submitted in this application are true and correct. I understand and agree that no work may be performed prior to receipt of a written approval letter issued by the Buffalo Springs ACC. I further understand that once approved, the project must not deviate from the terms of the written approval.

Owner's Signature: _____ Date: _____

Please submit this application with all required documents and samples to:

IMC Property Management

3500 W. Davis, Suite 190

Conroe, TX 77304 PLEASE NOTE: BROCHURES, BLUEPRINTS, SAMPLES, ETC, SUBMITTED TO THE ACC WILL NOT BE RETURNED

E-FILED FOR RECORD

11/27/2023 03:54PM



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

STATE OF TEXAS,
COUNTY OF MONTGOMERY

I hereby certify that this instrument was e-filed in the file number sequence on the date and time stamped herein by me and was duly e-RECORDED in the Official Public Records of Montgomery County, Texas.

11/27/2023



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

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The Association is a Texas nonprofit corporation, and a true and correct copy of its **Architectural Control Committee Application Checklist for Lot Improvements** is attached to this certificate.

Signed this 22nd day of November 2023.

BUFFALO SPRINGS ASSOCIATION, INC.

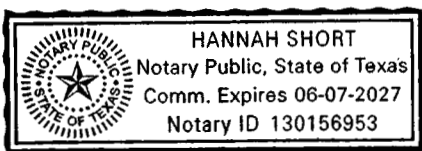
By: _____

Brian Albert, Agent

STATE OF TEXAS §

COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on November 22, 2023 by Brian Albert, Agent of Buffalo Springs Association, Inc., a Texas nonprofit corporation, on behalf of said nonprofit corporation.



[Handwritten Signature]

Notary Public, State of Texas

My commission expires: 06-07-2027

ARCHITECTURAL CONTROL COMMITTEE APPLICATION CHECKLIST FOR LOT IMPROVEMENTS (Buffalo Springs ACC) – (Attach to Application)

Owner/Contractor _____ Lot Address _____

- Owner of Lot is in good standing with the BSHOA in regard to their HOA dues.
- Owner/Contractor submitted a complete set of construction plans (drawn to scale) and specifications which must include the following:
 - **Detail description of Improvement that are being requested** – drawings & survey
 - **Site Plan** - Utility Easements reflected; building set back lines are shown: 5 feet from side lot lines and 15 feet from the rear lot line if none are show on Subdivision Plat; improvement shown on plat to scale.
 - **Drainage Plan** - will not in any way interfere with the established drainage pattern over his Lot from adjoining Lots in the Properties; a plan must be provided and approved; no pockets or low areas may be left on the Lot where water will stand with normal watering).
 - **Landscaping Plan** - approval before work commences; fences, walls, and hedges shall be submitted for approval; no chain link fences.
 - **Tree Removal Plan** - approval of any trees needing to be removed.
 - **Exterior Paint colors and samples of exterior cladding** together with such other information as the Committee may request.
- All improvements and construction** of; are subject to City License/Permits/Inspection Process, as applicable.
- Upon approval of the construction plans and specifications, an electronic copy will be retained by Committee and the original set will be returned to Owner/Contractor.
- If Committee disapproves of the construction plans and specifications, they are to be returned to the Owner/Contractor.
- Construction of the improvements begins within 2 months of the date of issuance of a building permit by the City of Montgomery (date permit issued by City _____).
- Rules for Construction are as follows:**
 - All trash and construction debris shall be picked up and removed from the site (contained in a box).
 - Any street within the Property onto which mud is tracked from a Lot shall be promptly cleaned up.
 - No concrete truck may wash out at any location other than of the Lot where the construction activities are taking place.
 - Construction hours are 7:30 am to 6:30 pm, Monday through Friday and 9:00 am to 5:00 pm on Saturday and Sundays.
 - No construction will be permitted on holidays without specific approval from the Committee.
 - No materials or equipment shall be permitted on adjacent Lots without written approval from both the Owner of any adjacent Lot and the Committee.
 - It is the responsibility of the Owner/Contractor to inform all sub-contractors of the rules and regulations.

Note: See back page

**ARCHITECTURAL CONTROL COMMITTEE APPLICATION CHECKLIST FOR LOT
IMPROVEMENTS (Buffalo Springs ACC) - (Attach to Application)**

The Owner/Builder acknowledges that any deviations from the above rules will be considered a rules violation unless an exception is obtained from the ACC Board prior to any work being done.

Homeowner Signature _____ Date _____

E-FILED FOR RECORD

11/27/2023 03:54PM



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

STATE OF TEXAS,
COUNTY OF MONTGOMERY

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11/27/2023



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

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The Association is a Texas nonprofit corporation, and a true and correct copy of its **Architectural Control Committee Application Checklist for New Homes** is attached to this certificate.

Signed this 22nd day of November 2023.

BUFFALO SPRINGS ASSOCIATION, INC.

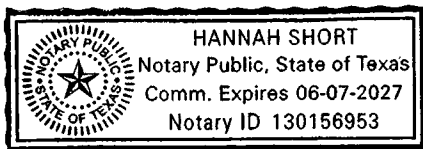
By: _____

Brian Albert, Agent

STATE OF TEXAS §

COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on November 22, 2023 by Brian Albert, Agent of Buffalo Springs Association, Inc., a Texas nonprofit corporation, on behalf of said nonprofit corporation.



Hannah Short

Notary Public, State of Texas

My commission expires: 6-07-2027

ARCHITECTURAL CONTROL COMMITTEE APPLICATION CHECKLIST FOR NEW HOMES (Buffalo Springs ACC) – (Attach to Application)

Owner/Builder _____ Lot Address _____ Plan _____

- Owner of Lot is in good standing with the BSHOA in regard to their HOA dues.
- In evaluating a Builder, the Committee may require the submission of items showing the Builder's experience, reputation, financial condition and ability to comply with the Committee's rules (including letters from two different Banks verifying their credit worthiness).
- Owner/Builder shall submit a complete set of construction plans (drawn to scale) and specifications which must include the following:
 - **Floor plan** (Dwelling minimum square footage of total living area is 2000 square foot; Garage doors shall not be open to the front lot line and must garage not less than two nor more than four cars; Each kitchen in dwelling shall be equipped with a garbage disposal unit; location of all windows and probable view from second story windows, balconies, and decks so not to potential invade the privacy of the adjoining Lot).
 - **Elevations** (finish grade elevations shown; finished floor elevation for all structures shall be above the 100-year flood plain).
 - **Roof Plan** (Residential dwelling shall not exceed a height of 35 feet, see Article III for details); Satellite dish must be mounted as to not be visible from the street and approved by Committee; Roof vents, vent stacks, galvanized roof valleys and other roof items must be painted to match roof materials; and roof ventilation shall be located to the rear of the ridge line and/or gable and shall not extend above the highest point of such structure, so as not to be visible from any street).
 - **Site Plan** (Utility Easements reflected along with driveways, sidewalks, & air condition units shown; Building set back lines are shown: minimum 25 feet from front lot line, 5 feet from side lot lines and 15 feet from the rear lot line if none are show on Subdivision Plat; Driveways made with concrete will be reinforced with a minimum of 6 gage, 6"x6" welded wire mesh and there width shall be a minimum of ten feet: no driveway shall be located on the side building lines without written approval from the Committee; and mailboxes are to be located in front of the residence and must conform to the design set of the Committee with its approval).
 - **Drainage Plan** (will not in any way interfere with the established drainage pattern over his Lot from adjoining Lots in the Properties; a plan must be provided and approved; no pockets or low areas may be left on the Lot where water will stand with normal watering).
 - **Landscaping Plan** (approval before work commences; fences, walls, and hedges shall be submitted for approval; no chain link fences).
 - **Tree Removal Plan** (approval of any trees required).
 - **Foundation Plan** (having an engineer's seal with the engineer's original signature; Only concrete slabs unless Committee approves a different type; Foundations must be a minimum of eight inches above finished grade of the Lot at the foundation perimeter).
 - **Soil Report** (sufficient soil investigation should be obtained for proper foundation design).
 - **Shingle color and type**
 - **Exterior Paint colors and samples of exterior cladding** together with such other information as the Committee may request.

ARCHITECTURAL CONTROL COMMITTEE APPLICATION CHECKLIST FOR NEW HOMES (Buffalo Springs ACC) – (Attach to Application)

- Owner/Builder must post a \$2500 compliance deposit (no builder will be required no more than 2 at one time). Any rules violated by Owner/Builder may be charged a fee of \$250 per day per rule violation for each day the violation exists (will be deducted from compliance deposit).
- Upon approval of the construction plans and specifications, an electronic copy will be retained by the Committee and the signed originals will be returned to Owner/Builder.
- If Committee disapproves of the construction plans and specifications, they are to be returned to the Owner/Builder.
- Construction of the improvements begins within 2 months of the date of issuance of a building permit by the City of Montgomery (date permit issued by City _____).
- Prior to pouring the foundation of building or improvement on lot, a form survey prepared by a registered surveyor in the State of Texas shall be submitted to the Committee for review and approval of the location of the forms on the Lot (no concrete may be placed until such time as the Committee provides written approval of the location of the forms).
- Culverts and slopes for the driveway must be installed to proper grade height.

- Rules for Construction are as follows:**
 - A portable toilet must be on site.
 - Roll-off container must be on site and a debris fence constructed of material and height approved by the committee, it shall be erected along the lot line other than the lot line opening to the street to which the improvement faces.
 - The debris fence must be maintained in first class order throughout the period of time during which the construction activities take place.
 - Each day all trash and construction debris shall be picked up and placed in the roll-off container.
 - Any street within the Property onto which mud is tracked from a Lot shall be promptly cleaned up.
 - No concrete truck may wash out at any location other than of the Lot where the construction activities are taking place.
 - Construction hours are 7:30 am to 6:30 pm, Monday through Friday and 9:00 am to 5:00 pm on Saturday and Sundays.
 - No construction will be permitted on holidays without specific approval from the Committee.
 - Radios will not be permitted at any time.
 - No materials or equipment shall be permitted on adjacent Lots without written approval from both the Owner of any adjacent Lot and the Committee.
 - It is the responsibility of the Owner/Builder to inform all sub-contractors of the rules and regulations.

ARCHITECTURAL CONTROL COMMITTEE APPLICATION CHECKLIST FOR NEW HOMES (Buffalo Springs ACC) – (Attach to Application)

- Rules for Final Walkthrough are as follows
 - Builder notifies ACC they are complete with home or home is sold and occupied.
 - ACC completes a walkthrough with Builder;
 - If no discrepancies are found, Compliance deposit is refunded (unless more homes are covered by this deposit).
 - If discrepancies are found, builder has 30 days to complete all discrepancies (if not then the ACC may charge a fee of \$250 per day per, per discrepancy. It will be deducted from the compliance deposit).

The Owner/Builder acknowledges that any deviations from the above rules will be considered a rules violation unless an exception is obtained from the ACC Board prior to any work being done.

Homeowner Signature _____ **Date** _____

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11/27/2023 03:54PM



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

STATE OF TEXAS,
COUNTY OF MONTGOMERY

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11/27/2023



L. Brandon Steinmann

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Signed this 22nd day of November 2023.

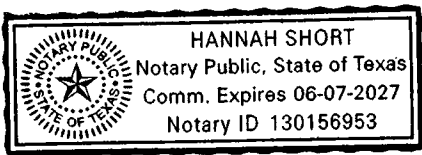
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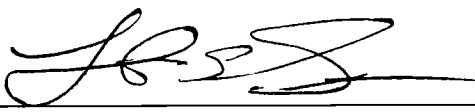
By: 
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STATE OF TEXAS §

COUNTY OF MONTGOMERY §

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Notary Public, State of Texas
My commission expires: 06-07-2027

PERMIT WORK FLOW FOR CITY OF MONTGOMERY SOLAR PANEL INSTALLATION

- 1 Contractor contacts City for required Building/Electrical Permits, including Contractor Registration for Installation of Solar Panels.
- 2 Once Permits are paid for, the City Permit Inspector (third party) will do a Plan Review and issue an inspection plan to the contractor (electronically). *NOTE: No work until Plan Review is completed/ issued and Permits issued.*
- 3 This plan will have hold points where an inspection will be required before the project work will be allow to continue. The first is when the racks are mounted and electrical boxes are installed as per a & b below): *NOTE - Contractor must make the inspection request per the Permit Plan to schedule this Inspection.*
 - a. Structural – Solar Panel Mount & Flashing along with bonding, **before installation of solar panels!** *Photo's may not be used in lieu of actual visual inspections!*
 - b. Electrical Rough – Open cabinets, panels & connections including bonding clamps/connectors.
 - c. After Inspection, the City Inspector will post the inspection report via the online permitting system (see Contractor Permit Plan for info). **Do not proceed without a passed inspection report!**
- 4 Once the contractor has completed the installation, *Contractor must make the Final Inspection request per the Permit Plan to schedule this Inspection.*
 - a. Electrical Final – Project complete including advisory/safety labels installed.
- 5 After Final Inspection is completed, the City Inspector will sign off (if approved) on the project. **Then the City of Montgomery Permit office will email Entergy to okay the startup of the Solar Panels.**

NOTES:

- Inspections are generally performed in the afternoons.

- Also, this document is not the Cities plan, it's just an overview of the process, the contractor that acquires the permits from the City will be issued the Plan that includes the inspection requirements.

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Signed this 22nd day of November 2023.

BUFFALO SPRINGS ASSOCIATION, INC.

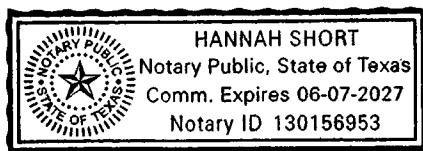
By: _____

Brian Albert, Agent

STATE OF TEXAS §

COUNTY OF MONTGOMERY §

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Notary Public, State of Texas

My commission expires: 06-07-2027

SWIMMING POOLS (Buffalo Spring ACC) – (Attach to Application)

Owner/Contractor _____ Lot Address _____

- Owner of Lot is in good standing with the BSHOA in regard to their HOA dues.

- Swimming Pools must conform to the following: (All swimming pools shall have prior written consent of the Committee and be in the ground).
 - **Site Plans and specifications** for the proposed pool shall be submitted to the Committee including a plot plan showing the location and dimensions of the pool and related improvements together with the plumbing (including location of).
 - **Excavation disposal plan**
 - **Elevations** (finish grade elevations shown; finished floor elevation for all structures shall be above the 100-year flood plain).
 - **Utility Easements** reflected on plats plans are adhered to; 5 feet from side lot lines and 15 feet from the rear lot line if none are show on Subdivision Plat.
 - **Drainage Plan** (will not in any way interfere with the established drainage pattern over this Lot from adjoining Lots in the Properties; a plan must be provided and approved; no pockets or low areas may be left on the Lot where water will stand with normal watering).
 - **Backwashing and/or overflow facilities** - routing location; approval from Committee and City of Montgomery.
 - **Pool tile and plaster colors** shall be noted with any other information as the Committee may request.
 - **Landscaping Plan** - needs approval before work commences; including type of fencing and locking mechanism – Wrought Iron or Wooden, any walls, and/or hedges must be submitted for approval; no chain link fences.
 - **Tree Removal Plan** - approval of any trees needing to be removed.
 - **Include any other structures that are being built with this project.**
 - **All improvements and construction subject to City License/Permit/Inspection Process, as applicable (pool and all equipment meets code requirements).**

- Upon approval of the construction plans and specifications, a copy of plans will be retained by Committee (electronically) and the original set will be returned to Owner/Builder with approval.
 - If Committee disapproves of the construction plans and specifications, they are to be returned to the Owner/Contractor.

SWIMMING POOLS (Buffalo Spring ACC) – (Attach to Application)

- Rules for Construction are as follows:
 - All trash and construction debris shall be picked up discarded or placed in an on-site container box.
 - Any street within the Property onto which mud is tracked from a Lot shall be promptly cleaned up.
 - No concrete/gunite/shotcrete trucks may wash out at any location other than of the Lot where the construction activities are taking place.
 - Construction hours are 7:30 am to 6:30 pm, Monday through Friday and 9:00 am to 5:00 pm on Saturday and Sundays unless approved from the Committee.
 - No construction will be permitted on holidays without specific approval from the Committee.
 - No materials or equipment shall be permitted on adjacent Lots without written approval from both the Owner of any adjacent Lot and the Committee.
 - It is the responsibility of the Owner/Contractor to inform all sub-contractors of the rules and regulations.

The Owner/Builder acknowledges that any deviations from the above rules will be considered a rules violation unless an exception is obtained from the ACC Board prior to any work being done.

Homeowner Signature _____ **Date** _____

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Montgomery County, Texas

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COUNTY OF MONTGOMERY

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L. Brandon Steinmann

County Clerk,
Montgomery County, Texas