

**CERTIFICATION OF ACC ARCHITECTURAL GUIDELINES FOR IMPROVEMENTS
THE VILLAGE AT HIGH MEADOW COMMUNITY ASSOCIATION, INC.**

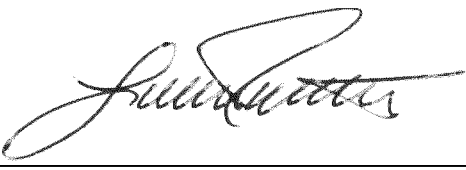
STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

I, the undersigned, pursuant to §202.006 of the Texas Property Code, do hereby certify, as follows:

1. I am an Agent for The Village at High Meadow Community Association, Inc., a Texas non-profit corporation;
2. The following Instruments are attached hereto:
 - **ACC ARCHITECTURAL GUIDELINES FOR IMPROVEMENTS** for The Village at High Meadow Community Association, Inc.
3. The property affected by the said Instruments is described as, to wit:

The Village at High Meadow, Sections 1-5, 5A, and 6, are additions in Montgomery County, Texas, created according to the maps or plats thereof, recorded in the Map and Plat Records of Montgomery County, Texas, under Document Nos. 2003117835, 200468108, 2005015366, 2005135356, 2006078222, 2007022693, and 2007108546, respectively, along with any amendments, replats, and supplements thereto.

IN WITNESS WHEREOF, I have subscribed my name on this 5th of June, 2024.

By: 

Luke P. Tollett, Agent for The Village at High Meadow Community Association, Inc.

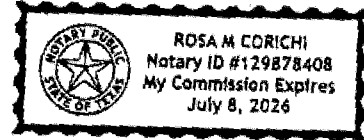
STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

BEFORE ME, the undersigned authority, on the day personally appeared Luke P. Tollett, Agent for The Village at High Meadow Community Association, Inc., and being by me first duly sworn, declared that he is the person who signed the foregoing document in his representative capacity and that the statements contained therein are true and correct.

Given under my hand and seal of office this 5th of June, 2024.

Rosa M. Corichi

Notary Public, State of Texas



**THE VILLAGE AT HIGH MEADOW
HOMEOWNERS ASSOCIATION**

Architectural Control Committee

Architectural Guidelines for Improvements

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

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The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

GENERAL PROCEDURE FOR IMPROVEMENT
APPLICATION AND APPROVAL

1. Each Homeowner will submit a request for any Improvement, in writing, to the Architectural Control Committee (ACC) at the address of the principal place of business of the Association unless otherwise provided for. Improvements may be categorized as either a Standard Improvement or a Major Improvement. Oral requests will **NOT** be considered.

NO STANDARD OR MAJOR IMPROVEMENT IS TO COMMENCE UNTIL WRITTEN APPROVAL BY THE ACC IS OBTAINED. DEVIATING OUTSIDE OF THE ACC WRITTEN APPROVED PLANS IS NOT PERMITTED AND WILL BE SUBJECT TO STATED FINE(S) AND POSSIBLE PLAN APPROVAL WITHDRAWAL.

2. The Homeowner shall use a Request for Review Form identifying all the materials and information as defined in the published "Procedures for Approval". The Request will contain a description of the project, including the height, width, length, size, shape, color, materials, and location of the proposed improvement. Photographs or sketches of similar completed projects will aid in the consideration. If the improvement affects the existing drainage pattern, the proposed drainage pattern must be included. The Request shall be checked for specific conformance to the restrictions defined in Articles VI, VII, and VIII of the **DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF THE VILLAGE AT HIGH MEADOW.**
3. Requests **NOT** in conformance will be automatically denied unless a specific request for a Variance is made by the owner to the ACC as per Deed Restrictions and Guidelines.
4. **NO** Improvement Requests will be accepted for review if the Homeowner is not current with the assessed Association Maintenance Fee and/or unresolved violations. The Submission Fee cannot be accepted or substituted as payment of Association maintenance fees.
5. **Submission Fee.** A **non-refundable fee** is to be submitted with each Request for Review. The fee is \$50 for Standard Improvements and \$500 for Major Improvements.
6. **Plan Completion Deposit.** A **refundable deposit** will be required upon approval of Plan Improvement before any construction begins. The required refundable deposit amount will vary from \$100 up to \$2,000. The amount of deposit will be determined by the ACC based on construction requirements at the time of approval and will be refundable at the conclusion of each project after the Certificate of Compliance (COC) is issued. **NOTE:** The amount to be refunded will be subject to any fines that have been levied during construction and COC is issued.
7. Each Improvement must be specifically approved even though the intended Improvement conforms to the Declaration, and even when a similar or substantially identical Improvement has been previously approved.
8. The Homeowner shall be informed in writing of the decision.
9. If a Request is rejected, the reason(s) for disapproval shall be stated as part of the written decision.
10. The Homeowner is free to request reconsideration if new or additional information which might clarify the request or demonstrate its acceptability can be provided.

Initials _____

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

11. **The ACC shall be informed in writing upon completion of ALL Improvements.** The ACC shall respond within seven (7) working days of the receipt of such notice (and such other information as is required for issuance of a Certificate of Completion (COC). **The ACC may** inspect the property for determining compliance with the approved Request and the Declaration or the Governing Documents prior to providing a Certificate of Completion and release of deposit balance.
12. All plans, specifications and other materials submitted shall become the property of the ACC and will not be returned. All the items submitted, along with a copy of the Request for Review, will be filed according to the home-site number along with the written decision and a statement of action taken, if any.
13. **IMPROVEMENT TYPES:**
A **Standard Improvement** may include, but is not limited to, the following:
- a. Repainting with a change in paint color
 - b. Addition of a Screen/Fence to hide equipment.
 - c. Addition of an uncovered Deck/Patio
- A **Major Improvement** may include, but is not limited to, the following:
- a. Yard Fencing anywhere on the property.
 - b. Swimming Pool
 - c. Addition of any attached Structure/Room(s) to the original house or structure.
 - d. Any addition of any Outbuilding, i.e., Pool House, Garage, Servant/Guest Quarters, Outdoor Kitchen, Barn, Storage, etc.
14. The following information is required to be submitted with the Request:
- HOME ADDITIONS AND OUTBUILDINGS**
- a. Structure must be shown on the Plot Plan to scale and with the proposed orientation in relation to the home and all existing setback lines and easements. Indicate the “measured distances” to all four (4) property lines.
 - b. Include a picture or architectural drawing of the front, rear, and side elevations.
 - c. Documentation specifying the exterior building materials and colors.
 - d. Color of exterior materials – brick, stone, stucco, siding, etc. Samples are required (brochures, photos).
 - e. Color and type of roofing material including warranty. Small samples are required.
 - f. If siding is used indicate the type of siding material.
- SWIMMING POOLS:**
- a. Plans showing the location and “footprint” in relation to the residence, setbacks, easements, and any other improvements.
 - b. Must be enclosed/fenced as per International Residential 1 & 2 Family Code regulations.
- FENCES:**
- a. Plot plan showing location of existing and proposed fencing.
 - b. Picture or drawing of proposed fencing specifying the height, color, and materials.
 - c. ALL fencing must be in accordance with the Village at High Meadow guidelines. See fencing guidelines in “MINIMUM CONSTRUCTION REQUIREMENTS” section.
 - d. The fence line must be staked by a certified surveyor prior to the installation of a new fence and verified upon completion. A certified copy must be provided to the ACC before installation begins.
- PONDS:**
- a. Plot Plan showing the location and “footprint” in relation to the residence, setbacks, easements, and any other improvements.
 - b. (NOTE: Digging or removal of any dirt from the home site is prohibited except as necessary in conjunction with construction or landscaping thereon and is subject to approval of the ACC)

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The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

ADDITIONAL REQUIREMENTS FOR IMPROVEMENTS

1. **Surveys required before, during, and at completion of construction.** Based on the type and scope of the improvement requested, one or all the below surveys would be required by the ACC. All surveys must be conducted by a professional land surveyor registered in the state of Texas and **MUST** bear the surveyor's stamp.
Required Surveys are as follows:
 - a. **RECENT SURVEY:** Copy of the most recent property survey that includes all property lines, easements, setbacks, and improvements located on the property.
 - b. **SLAB FORMS:** After forms have been set, post tension cables and/or rebar are installed and just prior to pouring concrete.
 - c. **FENCE LINE:** Have surveyor stake the fence build line prior to the installation of a new fence and verify upon completion.
2. In **NO** case, shall a ditch be crossed on a regular basis until a culvert crossing is constructed. Any damage shall be the liability of the Homeowner according to the provisions of Article VII (SECTION 7.09A & B) and Article IX (SECTION 9.01H).
3. Major Improvements (If Applicable). Copies of all required permits (including, but not limited to, septic permits) and **county approved septic design** must be submitted to the ACC Administrator when they are obtained. A copy of the county approved septic design must also be submitted to the ACC Administrator when it is obtained.
4. For Major Improvements involving construction, a minimum of **Three (3) inspections** are required to be completed by a certified International Residential 1 & 2 Family Code inspector where applicable. All required inspections must conform to the current International Residential 1 & 2 Family Code. This code is the basis for all construction in The Village At High Meadow.

The three (3) inspections required are as follows: (As Applicable)

- a. **SLAB FORMS:** After forms have been set, post tension cables and/or rebar installed, and just **prior** to pouring concrete.
 - b. **MECHANICAL:** After all framing is completed, rough plumbing is installed, rough wiring is in place, roof is on, windows and doors are installed on exterior and just prior to installation of insulation and sheetrock.
 - c. **FINAL:** After all construction is completed, driveway is completed, grading has been done, and the construction is ready for use/occupancy.
5. The homeowner/builder/contractor is responsible for contacting the inspection service at the appropriate time as detailed above. **ALL INSPECTIONS MUST PASS.** Any inspection that fails must have the appropriate action taken to correct the non-conformities and have a re-inspection that passes before construction may continue. ACC approved inspector(s) must do the inspections on the home. The cost of the inspector is covered by the homeowner/builder/contractor.
 6. A completed and signed copy of each of the required inspections and re-inspections shall be submitted **when the inspection is completed.** It becomes a permanent part of the homeowner's file. (Please see the cover letter for submission instructions.)

Initials _____

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

7. After satisfactory completion of the required inspections, the homeowner may then request a final exterior inspection to be performed by the ACC for the issuance of a Certificate of Completion (COC).

No Improvement shall be utilized/occupied prior to the issuance of the Certificate of a Certificate of Completion (COC).

8. When a Standard Improvement is completed, the Homeowner shall contact the ACC Administrator to schedule a final inspection to verify the Improvement has been completed in accordance with the approved Request for Review and issuance of Certificate of Completion (COC).
9. **LANDSCAPING.** For Outbuildings visible from the street, the homeowner shall complete the installation of any required grass and foundation shrubbery within six (6) months of the issuance of the original Certificate of Completion or within six (6) months of completion of construction, whichever is first.
10. **SIGNS:** No signs of any kind shall be displayed to public view on any Lot except as follows: One (1) contractor sign no greater than 16 square feet during the construction period.

DECLARANT or THE VILLAGE AT HIGH MEADOW HOMEOWNERS' ASSOCIATION specifically is granted the right to enter on any property to remove signs not permitted by Village Covenants.

Security cameras are strongly encouraged on all construction sites, however, are not required. If cameras are utilized, cameras **must be oriented into the construction site and not be pointed into any neighboring lots or homes**. Any complaints from neighbors will be investigated as potential nuisance violations.

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

MINIMUM CONSTRUCTION REQUIREMENTS

1. Construction of all Improvements must be in accordance with the plans approved by the ACC and the **Declaration of Covenants, Conditions and Restrictions of The Village at High Meadow**.
2. All Major Improvements involving construction must be built and inspected to International Residential One- and Two-Family Dwelling Code specifications in addition to requirements listed in the "Procedures for Approval".
3. Refer to current DCCR (and amendments) for the **maximum** square footage of all Outbuildings. ANY building not a part of the residence is for these purposes, considered an Outbuilding.
4. Servant's and/or Guest Quarters Requirements:
 - a. Architecturally the same as the main residence and built with the same materials.
 - b. Built on a permanent foundation.
 - c. Minimum roof pitch of 4/12.
 - d. Minimum 2' overhang on eaves and 1' overhang on the gable.
 - e. Exterior finish: complimentary with main residence or painted in earth tone to blend with surroundings.
5. Garages (Stand Alone):
 - a. Garages are to be side or rear loading and CANNOT face any street without a required variance unless a portico or carport is in front of the garage. This does not apply to a corner lot.
 - b. Architecturally similar or complimentary to the main residence.
 - c. Built on site on a permanent foundation.
 - d. Minimum roof pitch of 4/12.
 - e. Minimum 2' overhang on eaves and 1' overhang on the gable
6. Barns, Equipment & Storage Buildings:
 - a. The structure is located a minimum of 25' behind the back line of the residence.
 - b. No temporary, pre-manufactured buildings, or move-on buildings.
 - c. The architectural style is similar to or complimentary to the main residence.
 - d. Minimum roof pitch of 4/12.
 - e. Minimum 2' overhang on eaves and 1' overhang on the gable.
 - f. Exterior finish: complimentary with main residence or painted in earth tone to blend with surroundings.
7. Concrete Driveways and Pads: driveways are to be a minimum of 10' in width; a concrete parking pad is required to be the same width as the garage overhead door entrance and a minimum of 20' in depth. The culvert crossing shall have a minimum width of 20'.
8. Metal roofs are not permitted. Buildings must have 240 lb., laminated shingles or other ACC approved type of roofing.

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The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

9. Fencing Guidelines: With the exception of security fencing, **NO** fence, wall or structure other than decorative, landscape plantings, drive entries or security fencing shall be nearer to the front homesite line than the front walls of the dwelling existing on such homesite. All fences or walls shall be decorative wood, masonry, vinyl, aluminum, or wrought iron as approved by the Architectural Control Committee.
10. Security Fencing:
- a. Any fencing located nearer to the front homesite line than the front walls of the dwelling existing on such homesite is considered a security fence and must comply with any relevant sections of the Texas Property Code and must also comply with guidelines established by the Architectural Control Committee.
 - b. Any security fence in front of the house must be on the perimeter of the property. Perimeter of the property is defined as the platted boundary lines of the lot. **NOTE:** Houses that have a corner monument, the security fence must be located so as not to enclose the monument and also leave approximately 5 feet clearance between the security fence and the back part of the monument to allow clearance for mowing and maintenance.
 - c. A survey must be submitted with the security fence application showing the perimeter of the property.
 - d. The security fence must be installed where the inside of the posts or pickets are no more than 6 inches from the perimeter line established by the survey. Note: A lot owner is still responsible for regular mowing and maintenance up to the property line if a security fence is installed.
 - e. No security fence can obstruct the flow of a drainage ditch or stream. If a security fence must cross a drainage ditch or stream, written permission must be obtained from the ACC.
 - f. The security fence must be at least 5 feet and no more than 6 feet tall.
 - g. Any driveway gate(s) must be installed a minimum of 20 feet from the edge of the roadway to allow room for delivery vehicles. If this requires a driveway gate to be installed inside of the perimeter line, a short section of fence can be installed along the edge of the driveway to connect the driveway gate to the security fence on either side of the driveway.
 - h. Driveway gates must have columns on either side that are constructed of brick, stone or a combination to match the style of the house. The columns must be no more than 12 inches taller than the fence height.
 - i. The driveway gate(s) between the columns must be the same height as the security fence, if the top of the gate is straight, or a maximum of 1 1/2 feet higher at the highest point if the gate is curved. The driveway gate(s) must be constructed of the same material as the security fence and have the same picket size.
 - j. Any decoration in the driveway gate (initials, center design, etc.) must be approved by the ACC.
 - k. Security fencing must be metal and can be wrought iron, aluminum, or stainless steel.
 - l. The posts must be at least 2 x 2 inches and can be no bigger than 4 x 4 inches.
 - m. Pickets must be square and a minimum size of 1/2 x 1/2 inches and a maximum size of 1 x 1 inch with a spacing (center to center of pickets) of approximately 5 inches.
 - n. The top of the security fence must be either (1) smooth with a double rail where the second rail is 4 to 6 inches from the bottom of the top rail, or (2) have plain pickets (i.e. no spear top or point) that extend no more than 6 inches above the top rail.
 - o. The security fence and any driveway gate(s) must be painted black.

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

REQUIREMENTS DURING CONSTRUCTION

1. The Village at High Meadow does not permit burning of any material (including but not limited to, brush, trees, building material, etc.) on any home or building site.
2. The construction site and the street bordering directly in front of the property shall be kept clean. Homeowners and Contractor are responsible for all trash and debris being picked up and placed in a dumpster. No dumping in other areas of the subdivision is allowed.
3. Homeowners and Contractors are responsible for keeping mud, dirt, etc., off the roadways and meeting all EPA requirements regarding movement of any materials from the construction site to drainage ditches and/or adjacent properties. Homeowners and Contractors will be responsible for repairing any road or road right of way, shoulders, or ditches damaged during construction. Erosion control is mandatory to keep silt out of ditches and creek beds.
4. One portable toilet is required for each construction site requiring more than seven (7) days of construction. It should be placed at the REAR of the construction site if possible.
5. Observe all posted speed limits and other signage. Trucks are to always exercise additional caution. Contractors are responsible for all subcontractors and their actions while in the subdivision.
6. Roadside drainage ditches must not be altered or blocked. If applicable, culverts must be installed per deed restriction specifications and **prior** to construction. In **NO** case shall a ditch be crossed on a regular basis until a culvert crossing is constructed. Verify with Montgomery County Commissioner's office (Precinct 2) for culvert size. Any damage shall be the liability of the Homeowner according to the provisions of Article VII (SECTION 7.09A & B) and Article IX (SECTION 9.01H).
7. Construction signs shall not exceed one (1) contractor sign no greater than 16 square feet during the construction period. All signs must conform to sign restrictions and contractor signs are to be removed after completion of construction.
8. All construction must be built to deed restriction specifications to include three (3) inspections by a certified International Residential 1 & 2 Family Code inspector. * These inspections are 1) slab, 2) electrical/mechanical/framing, and 3) the final inspection. Copies of the inspection reports, as they are completed, are to be delivered to the ACC with the Section, Block and Lot numbers included. All three inspections are required for issuance of a Certificate of Occupancy and authorization of refundable portion of application fee. Further action may be taken by The Village at High Meadow Board of Directors for failure to obtain and pass any of the required inspections.
9. A Certificate of Completion (COC) is required prior to owner occupying the Addition and/or Improvement per Article VI, Section 6.05 and 6.07 of the Covenants and Conditions of The Village At High Meadow.
10. Working Hours: The permitted working times are 7:00 AM to 7:00 PM Monday through Friday and 8:00 AM to 7:00 PM Saturday. No construction activity may be conducted on Sundays or Holidays. All workers must be cleared of the jobsite by 7:00 PM every workday. Please ensure that your builder(s), contractors or subcontractors are aware of these requirements.

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The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

SCHEDULE OF FINES DURING CONSTRUCTION

Payment of Fine(s) does not relieve the Builder or Homeowner of responsibility to cure and file the appropriate request with the ACC. Fines will double for any repeat offenses. Fines will be waived if activity halted before significant construction has begun at the discretion of the ACC. Fines levied during construction will be the responsibility of the Homeowner and must be paid before receiving a COC. Fine(s) may be waived if activity halted before significant construction has begun at the discretion of the ACC.

| Violation | Fine Amount |
|---|--------------------|
| Failure to obtain or construct in accordance with ACC approved plans. (Note: A major deviation from the ACC Approved Plan could result in PLAN APPROVAL WITHDRAWAL and a fine up to \$25000. | \$1,000 - \$25,000 |
| Failure to provide required survey's and inspections and provide copies of the Inspection Reports to the ACC - Fine per requirement violation. | \$500 |
| Pour Foundation Slab for new home construction prior to ACC approval. | \$1,000 |
| Changes made in approved plan without ACC approval. | \$1,000 |
| Failure to keep construction site and/or adjoining street(s) clean | \$500 |
| Failure to provide Port-a-potty and or Trash Dumpster when required in Plan Approval. | \$500 |
| Failure to install culvert prior to construction | \$500 |
| Foundation Slab poured prior to required inspection and approval | \$500 |
| Failure to Correct Deficiency within five (5) days of posted notice | \$250 |
| Utilize / Occupy an Improvement prior to obtaining a final inspection and Certificate of Compliance | \$1,000 |

Initials _____

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)

Applicant Attestation and Signature

Having read and have had the opportunity to review, question, and understand, the contents of the attached “Architectural Guidelines for Improvements” document I, the undersigned, being the property owner, or designated to act on behalf of the property owner, at The Village at High Meadow Community Association, Inc., do hereby agree to adhere to and to fulfill all the terms, conditions, and requirements of the Architectural Guidelines for Improvements. I also hereby agree and certify that “**THE VILLAGE AT HIGH MEADOW COMMUNITY ASSOCIATION**”, the Architectural Control Committee (ACC), and their representatives, are specifically granted the right to enter on the property to inspect for compliance and specific conformance to the restrictions defined in this document and in Articles VI, VII, and VIII of the **DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF THE VILLAGE AT HIGH MEADOW**.

Property Owner/Designee Signature: _____ **Date:** _____

Witnessed by: _____ **Title:** _____ **Date:** _____

The Village at High Meadow Homeowners Association
Architectural Control Committee (ACC)
IMPROVEMENT REQUEST FOR REVIEW

Submission Fee: ____ \$50 ____ \$1,000

Location: Section: _____ Block: _____ Lot: _____

Owner's Name: _____

Village Address: _____

Mailing Address: _____

Phone: (Home) _____ (Work) _____ (Cell) _____

Owner E-Mail: _____

Builder / Contractor: _____ **Phone:** _____ **Alt#:** _____

Mailing Address: _____

Builder E-Mail: _____

Improvement: (Fence, Pool, Home Addition, Outbuilding, etc.) _____

Dimensions and Sq. Ft.: _____

Color(s): (Name / Sample / Brochures or Photos) _____

Materials: _____

Additional Information: (Attach Plot Plan, Brochures, Pictures, any Helpful Details) _____

Owner's Signature: _____ **Date:** _____

Builder's Signature: _____ **Date:** _____

Plan Completion Deposit Required: _____ **Date:** _____

Request is: **APPROVED** _____ **DISAPPROVED** _____

Reason(s) for Disapproval: _____

ACC Member: _____ **ACC Member:** _____

ACC Member: _____ **ACC Member** _____

Additional Notes/Comments:

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E-FILED FOR RECORD

06/07/2024 03:14PM



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.

06/07/2024



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas