

EXHIBIT B

DESIGN AND PLAN SUBMITTAL GUIDELINES PARADISE COVE SUBDIVISION

In accordance with Article XII, Section 3 of the Declaration of Covenants, Conditions and Restrictions for Paradise Cove Subdivision (“CC&Rs”), the Board of Directors shall adopt and promulgate the following Design and Plan Submittal Guidelines (“Guidelines”), which include specific minimum standards to be administered through the Architectural Committee (“Committee”). These Guidelines are subject to revision from time to time by the Board.

These Guidelines shall serve as a bridge of understanding between the Owner, the Owner’s design team, the Owner’s contractor and the Architectural Committee during the design, review, approval and construction process.

For the purpose of clarity and guidance, these Guidelines are organized into nine (9) sections:

- I. Design Team
- II. Design Process Overview
- III. Schematic Design Package
- IV. Working Drawings Package
- V. Final Approval
- VI. Quality Builders Program
- VII. Insurance
- VIII. Construction Site
- IX. Diligent Execution of Construction Activity

The Owner contemplating works of construction is encouraged to contact the Committee to arrange for an orientation session. The orientation session provides the Owner and/or the Owner’s architect an opportunity to review the process, requirements, and fees associated with designing, building, remodeling or altering any structure at Paradise Cove.

SECTION I

DESIGN TEAM

In order to encourage excellence in architecture, engineering and landscape design at Paradise Cove, the Owner shall be required to use a team of professional consultants ("Design Team") when designing and building a residence. The Professional Team shall consist of the following three (3) professionals who shall be licensed in the State of Texas:

1. Architect
2. Structural Engineer
3. Landscape Architect (or designer)

The Owner shall provide his Design Team with a copy of the CC&Rs and these Guidelines at the beginning of the design process. Furthermore, the Owner shall coordinate with his Design Team to ensure that the design of the Owner's residence conforms to all relevant requirements. The Owner shall also provide to the Committee the names and addresses of all members of the Owner's Design Team at the beginning of the design process.

SECTION II

DESIGN PROCESS OVERVIEW

During the design process, the Owner or the Owner's architect shall submit to the Committee a series of two (2) "design packages". Each design package shall be subject to the approval of the Committee and shall be submitted in the following sequence:

1. Schematic Design Package. The Schematic Design Package shall be submitted to the Committee when the Owner and/or the Owner's architect have produced a preliminary site plan, a floor plan and an exterior elevation. The Schematic Design Package shall illustrate and communicate a fully developed design concept. The Schematic Design Package shall include proposed building and landscape materials.
2. Working Drawings Package. The Working Drawings Package shall be submitted to the Committee after the Schematic Design Package has been reviewed. The Working Drawings Package shall represent the final set of drawings which a contractor shall eventually use to construct the Owner's residence. The Working Drawings Package shall be reviewed for compliance with the previous plan submittal and all design guideline requirements.

When submitting a design package to the Committee, the Owner or the Owner's architect shall submit a minimum of two (2) sets of copies of the design package. In all cases, one set of copies shall be retained by the Committee for its files. The remaining set(s) of copies shall be returned to the Owner or the Owner's architect.

The length of time it shall take the Committee to review the submission of individual design packages shall vary with the complexity and degree of completion of the design packages. The Committee shall make its best effort to respond to each submission within three (3) weeks.

Please note that the Committee's review and approval of the Schematic Design Package shall not constitute final approval or authorization to construct the proposed residence. The Committee shall issue final approval by providing the Owner or the Owner's architect with the following:

1. Written notice of the Committee's final approval
2. A set of the Working Drawings Package, stamped and signed by the Committee
3. A signed building permit issued by the Committee which shall be conspicuously displayed on the construction site at all times during construction.

SECTION III

SCHEMATIC DESIGN PACKAGE

The Schematic Design Package shall provide the Committee a first look at the design of the Owner's residence with drawings that illustrate and communicate a fully developed design concept. At this stage, the Committee shall focus on architectural form and the fundamental relationship between the Owner's residence and the surrounding environment. In general, the Committee shall look to see if the Owner's architect is presenting a residence with substance which compliments the spirit of Paradise Cove.

The Schematic Design Package shall be accompanied by a non-refundable "Architectural Plan Review Fee" of \$500. This check shall be made payable to "Paradise Cove Property Owners Association". This sum shall be used to offset the expenses of a professional architect who shall sit on the Committee and help review design packages.

The Schematic Design Package shall include the following eight (8) sheets:

1. Cover Sheet

This sheet shall show:

- a. Owner's name.
- b. Owner's current address.
- c. Address of proposed residence.
- d. North arrow.
- e. Submission date.
- f. Date of each revision, change or plan re-issue.
- g. Name and office telephone number of the architect.
- h. Name and address of the architectural firm.

2. Topographic Survey of Lot and Surrounds (1/8" scale)

This sheet shall show:

- a. A minimum of two (2) spot elevations along edge of pavement and at lot corners.
- b. Utility locations including electric transformer, electric pull, water meter box, or stub out, gas and sewer laterals serving the lot.
- c. Property lines, building and pool set back lines, and any easements.
- d. Pad elevation.

Note: All grades shall indicate mean elevation above sea level.

3. Schematic Site Grading Plan (1/8" scale)

This sheet shall show:

- a. Proposed floor plan (rooms designated by name) and outline of the roof overhang, include hip, ridge and valley lines.
- b. Schematic site design concept for lot, including driveways, walkways, patios, pools, spas, garden walls.
- c. Location of site grade changes. Existing grades shall be indicated with dashed lines and proposed grades shall be indicated with solid lines.
- d. Spot elevations on hardscape areas, house slab, walls, pool, spas, and planter areas to understand fundamental grade changes and grade transition treatments.
- e. Drainage collection, directions of travel and method. Indicate means of achieving positive drainage from all locations on the lot to an approved drainage location.
- f. A minimum of two (2) spot elevations along edge of pavement and at lot corners.
- g. Property lines, building and pool set back lines, and any easements.
- h. Pad elevation.
- i. Adjacent lots, adjacent lots numbers, common area and streets within thirty-five feet (35') of lot. When a house is existing or proposed on adjacent lot, show all architectural and landscape information.
- j. Easements.
- k. Building setback lines.
- l. Roof overhang line.
- m. Slab elevations.
- n. All service yards and equipment including trash area.
- o. All hardscape.
- p. All utility service locations for the lot and residential meter locations.
- q. Mailbox location.
- r. Location of drywell(s) and inlet receptacle box (if applicable).
- s. Retaining or free-standing garden walls and garden gates (note wall elevations)

4. Schematic Floor Plans (1/4" or 1/8" scale)

This sheet shall show:

- a. Room locations and relationships. Electrical appliances.
- b. Rooms designated by name and dimensions.
- c. Roof overhang line.
- d. Slab elevations.
- e. Square footage of:
 - Enclosed air conditioning space
 - Covered patio space
 - Garage and mechanical space.

5. Schematic Elevations (1/4" scale) Sections (1/4" Scale) and Site Sections (3/8" scale)

This sheet shall show:

- a. At least four (4) building elevations identified as north, south, east, west, and/or front (street side), rear, left and right sides.

Front and rear elevations must extend thirty-five feet (35') beyond property line. Show existing or proposed improvements and grades in those areas. This should include one (1) set of colored elevations.

- b. All proposed exterior materials on elevations.
- c. Two (2) 3/8' sections extended beyond the property line:
 - i. Front yard section taken from an exterior house wall to the street which best shows house/site relationship. Please show all existing grades with dashed lines, proposed grades in solid lines, and include all improvements.
 - ii. Rear yard section taken from an exterior house wall extended thirty-five feet back. Please show all existing grades in dashed lines, proposed grades in solid lines and include all improvements.
- d. Proposed exterior materials and finishes on walls and roofs.
- e. Proposed special architectural elements such as skylights, solar panels and patios.
- f. Maximum height of finished structure from finish floor elevation.
- g. Typical fascia and soffit details, typical exterior column details, if any typical door head and jamb details, window head, jamb and sill details and typical garden wall details, providing sections.

- h. Outline of all garden walls with dash lines as they impact the house elevation.
- i. Address location.
- j. All electrical fixture locations.

6. Schematic Perspective Drawing

This sheet shall show a schematic perspective drawing in two-point perspective from a point on the street, with an angle of approximately 45 degrees to the face of the residence. The schematic perspective drawing shall show:

- a. All visible proposed driveways, walkways, patios, pools, garden walls, etc., as well as special architectural elements.
- b. All planting and grading treatments and how they relate to adjacent land.

7. Roof Plan (1/8" scale)

This sheet shall show:

- a. Flat and sloped roof areas and how they are drained.
- b. Trellis areas, skylight.
- c. Location of exterior walls and columns in relationship to roof edge.

8. Landscape Plan

This sheet shall show:

- a. An indication of all information from the accompanying Schematic Site Grading Plan (1/8" scale).
- b. Proposed trees, shrubs, lawn, berming and ground cover areas (indicate species by common and botanical names) and hardscape.
- c. Existing trees, shrubs, lawn, berming and ground cover areas (indicate species by common and botanical names), hardscape and house walls on adjacent lots within ten feet (10') of the Owner's lot.

SECTION IV

WORKING DRAWINGS

The Working Drawings are meant to provide the Owner and Committee with a final set of drawings which a contractor shall eventually use to construct the Owner's residence. These drawings shall be reviewed for compliance with the previous plan submittal and all design requirements.

The Committee shall review the Working Drawings Package only after the Committee has reviewed and approved the Schematic Design Package.

The Working Drawings Package shall include the following fourteen (14) sheets:

1. Cover Sheet

This sheet shall show:

- a. Owner's name
- b. Owner's current address.
- c. Address of proposed residence.
- d. North arrow.
- e. Submission date.
- f. Date of each revision, change or plan re-issue.
- g. Name and office telephone number of the architect.
- h. Name and address of the architectural firm.

2. Site Information

This sheet shall show:

- a. All proposed and existing architectural and landscape improvements twelve (12) feet into adjacent lots.
- b. Easements on the lot.
- c. Dimensioned building and pool setback lines from the property lines. Roof overhang line and dimension from property lines.
- d. All service yards, trash areas, pool, air conditioning, irrigation and other equipment location, location of garden gates.
- e. Utility service locations from the lot, and all utility service entrance locations at the house.
- f. Lot area.

- g. Square footage for enclosed air conditioned space.
- h. Garage and mechanical room square footage.
- i. Covered patio area square footage.
- j. Locate and describe all control and expansion joints on exterior hardscape.

3. Site Grading and Drainage Information

This sheet shall show:

- a. All information from the Schematic Design Package Floor Plans and note any changes from the previous plan submittal.
- b. All existing grade contours, taken from the existing topographic survey on the lot, adjacent lots, community area and streets within thirty-five feet (35') with dashed lines at one (1) foot contour intervals and all proposed grades on lot with solid lines at one (1) foot contour intervals.
- c. Indicate means of achieving positive drainage from all locations on the lot to an approved drainage location.
- d. Location of all bubbler, boxes, area drain and dry wells (if any).
- e. All existing grade contours in dashed lines and all proposed grade contours in solid lines in one (1) foot contour intervals.
- f. Indicate drainage flows with arrows to property line.
- g. Spot elevations on drain inlets and outlets.
- h. Locate and include typical details relating to drainage facilities including drainage inlet and outlet structures dry wells and area drains.
- i. Indicate means of achieving positive drainage from all locations on the lot in the event all drainage improvements fail.

4. Foundation Information

This sheet shall show:

- a. All slab elevations. Reference and include all details required for the construction of the foundation system and installation of the concrete.
- b. Structural Engineer's Seal with note that Framing Plan is designed to meet or exceed TDI Windstorm Requirements.

5. Exterior Elevations (1/4" scale)

This sheet shall show:

- a. All exterior materials and finishes, describe and provide brochures where applicable.
- b. Main entry door garage overhead door, garden gates, columns, ornamental metal work, exterior trim and special architectural features shown on the exterior elevations.
- c. All special architectural elements, such as skylights and solar panels, noting manufacturers' names.
- d. Method of handling different material or texture transitions from one house to another along property lines.
- e. Items that will be evident on the exterior of the finished building including louvers, vents, roof drain and gutter outlets, access openings, meter boxes, electrical fixtures, switches and outlets, expansion joints, flashing, tile or masonry feature strips, etc.
- f. Roof pitch and maximum height of the finished structure.

6. Framing Plan and Details

This sheet shall show:

- a. Overhangs and exterior trim including fascia, soffits, frieze boards, columns, trellis, doors, windows and sliding glass doors including their head, jamb and sill details, typical details noted in wall section.
- b. Structural Engineer's Seal with note that Framing Plan is designed to meet or exceed TDI Windstorm Requirements.

7. Roof Plan and Details

This sheet shall show:

- a. Roof penetrations including plumbing and HVAC vents, fireplace and miscellaneous equipment flues, skylights, roof access doors.
- b. Roof-mounted equipment and accessories as permitted.
- c. Gutters, roof drains, scuppers, flashings and related sheet metal.
- d. Roof slopes and water flow to drains or gutters or both with directional arrows.
- e. Roofing materials including manufacturers' names and methods of installation – describe and specify.
- f. Roofing plan details including but not limited to roofing installation sections, equipment or accessories mounted on the roof, metal flashing and counter flashing.
- g. Structural Engineer's Seal with note that Framing Plan is designed to meet or exceed TDI Windstorm Requirements.

8. Electrical Plan

This sheet shall show:

- a. All exterior lighting and provide details and cut sheets of textures on the building and attached structures.
- b. Location and specification of Security System, if applicable.

9. Reflected Ceiling Plan

This sheet shall show:

- a. Complete ceiling systems for exterior overhangs

10. Glazing, Door and Finish Schedule

This sheet shall show:

- a. All details necessary for the Committee's understanding of the design and all other details necessary to describe the design and all other details necessary to describe the design and construction elements to the owner, builder, contractors, subcontractors, trades people and city officials.
- b. Structural Engineer's Seal with note that Framing Plan is designed to meet or exceed TDI Windstorm Requirements.

11. Landscape Plan

This sheet shall show:

- a. Proposed trees (note multi or single trunk), shrubs, and ground covers, noting size, location, quantity and species in common and botanical names.
- b. Plant legend and key material to legend.
- c. All details and specifications for landscape installed including head boards, strips, staking details, etc.
- d. Sections and details through all garden and retaining walls.
- e. All hardscape including material, color and finish.

12. Irrigation Plan

This sheet shall show:

- a. Location of all irrigation equipment including clocks, valves, shut-offs, backflow preventers and meters.

b. Note all irrigation standards on plan.

13. Pool, Spa, Fountains

This sheet shall show:

- a. Plans, sections and details for pools, spas, fountains and all other water treatments to be located on the lot.
- b. At least two (2) cross-sections of swimming pool/spas/fountains and adjacent hardscape showing their relationship to the adjacent property where applicable.

14. Material Board and Design Information

The Working Drawings Package should be accompanied by two (2) 8-1/2" x 14" color boards showing samples of the proposed finishes. Show materials, textures and colors of the building and garden walls, fascia, hardscape, and roof. Final color approval of the building and garden walls will require that a section of the building and garden wall be painted. The painted area shall be a minimum of 100 square feet. Please provide manufacturer's brochures and/or illustrations for the following:

- a. All exterior doors including garage and all gates.
- b. Roof installation method.
- c. Building and site light fixtures.
- d. Any special architectural features.
- e. Address numbers.

SECTION V

FINAL APPROVAL

The Committee shall issue final approval of the Working Drawings Package by providing the Owner or the Owner's architect with the following "Approval Documents":

1. Written notice of the Committee's final approval.
2. A set of the Working Drawings Package, stamped and signed by the Committee.
3. A signed building permit issued by the Committee which shall be conspicuously displayed on the construction site at all times during construction.

Prior to the Committee issuing the Approval Documents listed above, the Owner shall perform the following:

1. Issue a non-refundable "Paradise Cove Building Permit Fee" in the amount of \$500. This check shall be made payable to "Paradise Cove Property Owners Association". This sum shall be used to offset the expenses of a professional architect who shall serve on the Committee and inspect the residence during construction.
2. Issue a refundable "Construction Escrow Deposit" in the amount of \$2,500. This check shall be made payable to "Paradise Cove Property Owners Association". This sum shall be used to secure the contractor's compliance with all homestead construction and landscaping requirements as described in the CC&Rs and these Guidelines. The Committee shall refund all or part of this deposit according to the terms of a separate "Construction Escrow Agreement".
3. Sign a copy of the "Construction Escrow Agreement" for Paradise Cove Subdivision.

A contractor shall not begin construction on the proposed residence unless all of the requirements listed in these Guidelines have been met and all necessary City permits have been obtained.

SECTION VI

QUALITY BUILDERS PROGRAM

In order to encourage excellence in residential construction at Paradise Cove, Owners shall be required to use a contractor who has been pre-qualified and received written notice of such by the Committee. This process shall be known as the "Quality Builders Program."

The Committee shall reserve the sole right to determine whether or not a contractor is or is not qualified to construct a residence at Paradise Cove. Contractors who desire to be pre-qualified shall submit the following information to the Committee:

1. Proof of registration with the Texas Residential Construction Commission.
2. Typed list of related work experience and a client list with phone numbers; a minimum of five (5) years of experience in the residential construction industry is recommended.
3. Typed list of all major subcontractors with names and phone numbers; electricians, plumbers and air conditioning subcontractors shall all be licensed for their particular trade.
4. Typed name and telephone number of the project manager and/or superintendent together with contact phone numbers.
5. Proof of insurance.

SECTION VII

INSURANCE

Any contractor performing work within the Project shall secure, pay the premium for, and keep in force until all of the contractor's work within the Project has been completed, adequate insurance as provided below:

Commercial General Liability

- Minimum limits of liability of \$1,000,000 each occurrence, \$2,000,000 annual aggregate.
- Coverage to include owners' and contractors' protective liability.
- Coverage to be primary and non-contributory.
- The Paradise Cove Property Owners Association is to be named as additional insured.
- Waiver of subrogation to apply to the Paradise Cove Property Owners Association and any such Sub-Association.
- Minimum 30-day notice of cancellation or non-renewal.

Automobile Liability

- Minimum limits of liability \$1,00,000.
- Coverage to be primary and noncontributory.
- The Paradise Cove Property Owners Association shall be named as additional insured.
- Waiver of subrogation to apply to the Paradise Cove Property Owners Association and any such Sub-Association.
- Minimum 30-day notice of cancellation or non-renewal.

Certificates of insurance for all insurance required herein, together with a properly executed endorsement requiring thirty (30) days' notice of cancellation to the Association, shall be furnished to the Association prior to commencement of construction. Notice of any policy change shall be furnished immediately to the Association.

SECTION VIII

CONSTRUCTION SITE

During construction, contractors shall comply with the following requirements:

1. Off-site damages that may occur during the course of construction shall be repaired by the contractor and/or his subcontractors; the Committee shall supervise the repair of damaged improvements, which may include, but not be limited to, buildings, outbuildings, electrified fixtures, driveways, parking areas, fences, screening walls, retaining walls, bulkheads, boardwalks, stairs, pools, spas, fountains, water features, decks, hedges, windbreaks, plantings, trees, shrubs, poles, signs, streets and curbs, and all other structures and landscaping improvements of every type and kind.
2. The construction site shall be watered to prevent dust if necessary.
3. A portable trash container on the job site shall be provided for the purpose of containing all disposable refuse.
4. Adjoining street areas within one hundred feet (100') of the job site shall be kept clean at all times; street areas shall be cleaned as needed during the work week; prior to close of work on Friday, the street areas shall be shoveled and swept, and all trash shall be collected and deposited in a portable trash container on site.
5. Concrete trucks, if cleaned on the job site, shall be cleaned within the building setback lines of the job site.
6. Workmen shall park their vehicles in designated areas during construction so as not to create a nuisance or block traffic upon the roadways; workmen shall not park vehicles within twenty feet (20') of any retaining wall cap.

SECTION IX

DILIGENT EXECUTION OF CONSTRUCTION ACTIVITY

Contractors shall be strongly encouraged to complete construction projects, including but not limited to construction, alteration, landscaping or remodeling of a residence, within a period of twelve (12) months, referred to in the CC&Rs as the "Standard Construction Period". The Standard Construction Period shall commence upon the date of issuance of a building permit by the City and shall end upon the date of issuance of a Certificate of Occupancy by the City.

In the event that the construction, alteration, landscaping or remodeling of a residence is not completed within the Standard Construction Period, the Association shall reserve the right to charge the Owner, the Owner's successors and/or assigns an "Assessment for Excessive Construction Overrun" in the amount of \$1,000 for more than 12 full months but less than 13 full months of construction; this assessment shall be increased \$500 per month for every additional month thereafter, which will remain in effect until such time the construction is completed and the City issues final approval for occupancy of the residence. Assessment charges shall be levied against the Owner as a reimbursement assessment. No stoppage of the work shall be allowed until the exterior envelope of the building is complete and driveway and landscaping installed.