

W W C A

Waterbrook West Community Association

Filed + Recorded  
Real property records  
4-5-06

### Architectural Control Committee Guidelines

Following are additional Guidelines the Architectural Control Committee (ACC) follows in ascertaining whether a Building Plan, either new or an addition to existing structure, is granted approval.

To establish the ACC's authority, Article V, Section 2 of the CC&R's, as amended on 3, May, 1981, reads:

"The Committee shall have full power and authority to reject any plans and specifications that do not comply with the restrictions herein imposed or meet its minimum construction requirements of architectural design requirements that might not be compatible, in the sole discretion of the committee, with the design or overall character of the property."

Authority to enforce the ACC guidelines was given to Waterbrook West Community Association in August of 1982. These records are on file in the Real Property records.

Due to new material being manufactured, the committee deems it necessary to amend or further distinguish the use of certain building materials.

1. The original Deed Restrictions states, "there shall be no corrugated steel or scrap iron roofing". We wish to further include, any metal type roofing, including "Standing Ridge Seamed" roof but not limited to any variation of the existing metal roofing material. Any type of metal roofing will not be approved.
2. In the Architectural Control Committee Building Guidelines, page one, siding may not cover more than 10% on the ground level of the structure. This should be confined to the rear of the home. The front and sides should be brick, rock or stucco. The "siding" shall include all types of siding including Hardy Plank siding. Hardy Plank can be used for trim and on the rear portion of the home. It may also be used on the upper portion of the home, above the first floor level.
3. Under article V in your Deed Restrictions, page 9, it states "in the event the committee fails to approve or disapprove such plans, within 30 days, approval shall not be required. However, not stated, but does apply, the plans that were submitted are approved. Any revisions to the original plans submitted, voids this 30day rule. Plans must be resubmitted for approval.

Also stated in the Deed Restrictions, homes must be completed within one year from time of approval of plans. At the end of one year your plans should be resubmitted to the ACC for review and approval, in the event the home has not been completed. No revisions can be made to plans, at any time, without approval from the ACC.



## Architectural Control Committee Plan Approval Guidelines

Following are the Guidelines the Architectural Control Committee (ACC) follows in ascertaining whether a Building Plan is granted approval.

To establish the ACC's authority, Article V, Section 2 of the CC&Rs, as amended, reads:

“The committee shall have full power and authority to reject any plans and specifications that do not comply with the restrictions herein imposed or meet its minimum construction requirements or architectural design requirements or that might not be compatible, in the sole discretion of the committee, with the design or overall character of the property.”

To determine an Owner's Plan compliance, the following are required:

- set of Building Plans containing:
  - Responsible Party Name, Address and Contact Number
  - Floor Plan and Exterior Elevations
  - Plot Plan, scaled and dimensioned, indicating:
    - Lot Boundaries (label with Lot and Block Number)
    - 60 foot Building Set-Back Line and Side & Rear Easements
    - Structures, Porches/Decks, Out-Buildings, Driveways and Fences
    - A/C Units and house main Electrical Service Box
    - Water Well & Pressure Tank and Propane Tank
    - Septic System, inclusive proposed leach/sprinkler fields
- Samples of exterior materials and colors (i.e. brick, roof tiles, paint swatches)
- Copy of City Building Permit Prior to construction start

To receive Plan Approval, the following requirements must be complied with:

- The Building Set-Back Line in Waterbrook West is **60 feet** – NO structure, tank or any other improvement, with the exception of certain fences, leach field(s) or



Building Permit Application

Owner:

Name \_\_\_\_\_ Phone \_\_\_\_\_

e-Mail \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

Building Site Address \_\_\_\_\_

Contractor:

Name \_\_\_\_\_ Phone \_\_\_\_\_

e-Mail \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

Planned Start Date \_\_\_\_\_ Duration \_\_\_\_\_  Days  Weeks  Months

Missouri City Building Permit:  Will be Applied for  Will Not be Applied for

TCEQ Well & Septic Permits:  Will be Applied for  Will Not be Applied for

Project Overview:

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Attach required documentation

**WORK MAY NOT COMMENCE PRIOR TO ACC APPROVAL**

I agree to abide by the Waterbrook West ACC guidelines & Deed Restrictions	

owner signature

contractor signature

An application is not considered accepted until endorsed by an ACC member

Received by _____	Date: _____
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## Architectural Control Committee Building Guidelines

Following are the Guidelines the Architectural Control Committee (ACC) abides by to determine whether an application meets requirements and is granted approval.

To establish the ACC's authority, Article V, Section 2 of the CC&Rs, as amended, reads:

"The committee shall have full power and authority to reject any plans and specifications that do not comply with the restrictions herein imposed or meet its minimum construction requirements or architectural design requirements or that might not be compatible, in the sole discretion of the committee, with the design or overall character of the property."

To determine an Owner's Project compliance, the following are required:

- completed Waterbrook West ACC Building Permit Application.
- dimensioned Plot Plan showing set-backs & easements (minimum 11" x 17" sheet),
  - show the proposed structure(s), to scale, with distances to lot lines annotated,
  - include porches/decks, out-buildings, culverts, driveways and fences,
  - locate A/C Condensers, Water System Pressure Tank and Propane Tank.
- dimensioned Floor Plan & Exterior Elevations (minimum 24" x 36" sheets).
- samples of Exterior Materials and Colors (i.e. brick, roof tiles, paint swatches).
- copy of Missouri City Building Permit application.

To receive Project Approval, the following requirements must be complied with:

- the front Building Set-Back Line is **60 feet** – NO structures, tanks or other improvement, with the exception of certain fences, leach fields, sprinkler systems, or minor decorative items are allowed between the property line and the front Building Set-Back Line.
- the side Building Set-Back Line is **10 feet** – NO structures are allowed between the property line and the side Set-Back Line.
- minimum 2,600 square foot floor space is required, with multistory units having a minimum 1,800 square foot requirement for the lowest level.
- garages shall have a minimum 2-car capacity, and garage door openings may NOT face any street contiguous to the Lot upon which the garage is being built.
- masonry blocks must be covered with an ACC approved finish or veneer.
- siding may not cover more than 10% of the ground level on the front or sides.
- roof turbines, plumbing vents and other roof penetration should exit on the back of the house and shall be painted to match the roof.
- propane and water system pressure tanks shall be placed or screened so as to not be visible from any street.

- outbuildings must be minimally 8 feet by 10 feet, have a minimum 8 foot ceiling height, with the design, material and color matching the main structure.
- the maximum allowable fence height is 5 feet except that the driveway gate may rise higher subject to ACC approval. Bare wire fencing is not allowed, and wire backing may not be heavier than 14 gauge nor have smaller than 2" x 4" openings. Fencing between the street and the Building Set-Back Line must be at least two-thirds "open" or "see-through" and may not be backed with wire. Design details, material list and fence plot plan are required for approval.

Contractor Conditions & Requirements:

- work may NOT commence prior to project approval from the ACC. This includes but is not limited to scarifying, dumping fill-dirt, culvert placement, well drilling or septic system installation.
- a culvert and an approach comprised of 50 linear feet of gravel, the width of the culvert, must be in place prior to any other work starting. All ingress and egress to the lot must occur across the culvert. Driving through the ditch is prohibited.
- a city permit is required to dump fill dirt, and it must be spread within 4 weeks.
- a portable toilet must be kept at the site and properly serviced at all times.
- a dumpster must be kept onsite, emptied as required and the area kept tidy.
- a 4 foot tall, high visibility, security/debris fence must be maintained around the construction perimeter, with a maximum 25' wide opening allowed at each culvert.
- weeds on the lot must be controlled to a height of 9 inches or less.
- work hours are limited to between 6:00 am and 8:00 pm Monday through Saturday and between 10:00 am and 6:00 pm on Sunday.
- all exterior work must be completed within one year of construction start.

A penalty for violating any points in the ACC Contractor Conditions & Requirements listed above will be assessed at \$50/violation/day until the violation is corrected.

Changes, upgrades, additions or deletions to proposed plans, ongoing construction or existing structures must be submitted for ACC approval prior to implementation.

ACC contact information:

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Dan Millemon  
4730 Peregrine Way  
281-431-4315

Jay Roberts  
5218 Chinaberry Grove  
281-431-0845

Mike Shayesteh  
5123 Raintree Drive  
281-431-6609

Sandy Collins  
4911 Birdsong Lane  
281-431-0172

Ron McCormick  
5010 Raintree Drive  
281-431-0951

fax:  
acc@waterbrookwest.com  
www.waterbrookwest.com

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Return to: Waterbrook West Community Association  
Architectural Control Committee.

Date application received \_\_\_\_\_  
By association \_\_\_\_\_

REQUEST FOR HOME IMPROVEMENT APPROVAL

In an effort to protect each individual homeowner's rights and property values, it is required the Article V of the Declaration of Covenants, Conditions and Restrictions that any homeowner considering improvements to their deeded property submit a "Request for Home Improvement Approval" to the Architectural Control Committee of the Waterbrook West Community association prior to initiating work planned on improvements.

Owner's name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Work Phone \_\_\_\_\_  
What date will you start the project? \_\_\_\_\_ Finish \_\_\_\_\_  
Who will do the actual work? \_\_\_\_\_

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See next page for instructions

site plan

see back \_\_\_  
see extra sheets \_\_\_

I understand that the Waterbrook West Community Association will act on the request as quickly as possible and contact me regarding their decision. I agree not to begin the proposed project until the association notifies me of their approval.

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SIGNATURE OF THE HOMEOWNER

DATE

