



CERTIFICATION

I, the undersigned, am the duly elected and acting Secretary of the White Oak Ranch Subdivision Homeowners Association, Inc., a non-profit corporation, and I do hereby certify:

That the within and foregoing document of the revised EXTERIOR CONSTRUCTION APPLICATION for White Oak Ranch Subdivision Homeowners Association, Inc., was approved and adopted on April 24, 2018.



Karleen Berra

Signature of Secretary

KARLEEN BERRA



Print Name

12340 White Oak Pointe

Conroe, TX 77304

KBerra@aol.com

THE STATE OF TEXAS §

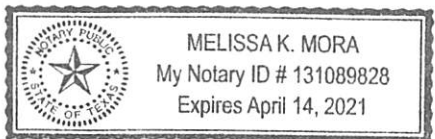
COUNTY OF MONTGOMERY §

THIS INSTRUMENT was acknowledged before me on this the 27th day of August, 2018, by Karleen K. Berra, Secretary of WHITE OAK RANCH SUBDIVISION HOMEOWNERS ASSOCIATION, INC., a Texas non-profit corporation, on behalf of said corporation.

Melissa K. Mora

NOTARY PUBLIC IN AND FOR

THE STATE OF TEXAS



WHITE OAK RANCH SUBDIVISION
Architectural Control Committee

Home Improvement Projects

LEGAL DESCRIPTION: SECTION: _____ BLOCK: _____ LOT: _____

PROPERTY

CONTRACTOR

OWNER: _____

NAME: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____

PHONE: _____

Email: _____

Email: _____

Proposed Commencement Date _____

Estimated Construction Duration _____

Please note that White Oak Ranch is in the City of Conroe. The City has its own building requirements including specifications, and permits. It is the owners' responsibility to comply with the Cities Requirements. Google "City of Conroe Building" for links to permits, codes, etc".

This document is intended to cover projects that are visible from the exterior. The Architectural Control Committee (ACC) does not review or approve interior changes, remodels, etc of a home.

The applicant(s) agree and understand that if the ACC approves this Application and the Agreement or Representations made by the Applicant(s) are not complied with, the ACC will revoke and rescind its approval of the Application. In this case all work will stop until the deficiency is corrected. The ACC has no liability associated with a stop work order.

Homeowner's Initials _____

ACC Initials _____

Exterior Construction Application

Please expect 14 working days for approval or rejection of this application.

SCOPE: This form should be used for the following projects:

- Any Construction that alters the exterior of the home
- Boat Docks (Also requires approval from the SJRA)
- Bulkheads
- Changes in exterior paint color
- Drainage plans
- Driveways and/or walkways
- Fences
- Flagpoles
- Gazebos
- Landscaping projects including flowerbeds and major planting (Replacing dead plants and trees or seasonal planting does not require ACC approval)
- Mailbox
- Patio Covers
- Patios
- Ponds (Fish, Aquatic Plants and/or Mosquito)
- Rain barrels
- Roof Replacement
- Solar Panels
- Standby Generators
- Summer Kitchens
- Swimming Pools

CONSTRUCTION REGULATIONS AND SPECIFICATIONS

ACC approval is required for any outside alterations or additions to an existing residence. Prior to submitting any plans for any new constructions, alterations, additions or remodeling, we suggest that you secure a copy of the Declaration of Covenants, Conditions and Restrictions of White Oak Ranch Subdivision (DCCR's or Deed Restrictions) for the Section One White Oak Ranch Subdivision, plus all amendments, clarifications, policies and procedures that apply to the DCCR's. This information should be reviewed by the designer and the builder as well as the owner. Plans that have been flip-flopped or plans cobbled together with inconsistencies on the several sheets in the set will not be considered. ANY COMMENCEMENT OF CONSTRUCTION PRIOR TO WRITTEN APPROVAL FROM THE ACC WILL RESULT IN A FINE OF \$100.00 PER DAY.

1. APPLICATION FEES

There is no application fee for the above listed projects.

Homeowner's Initials _____

ACC Initials _____

Exterior Construction Application

Violation of the construction regulations and specifications can cause a \$100.00 per day or per incident fine if not followed. The most common violations are excessive dirt in the street and using dirt to get over the curb, no protective fencing, accessing or using other lots, and any specific/significant trees that need special or protective fencing.

Time and expenses for addressing construction regulations and specifications after initial review, and for addressing violations during construction will be billed at an hourly rate of \$60.00 (1 hour minimum) and \$25.00 for each written notification of violation, in addition to a fine in the amount of \$100.00 per day.

Requirements

Note: The ACC has listed many of the requirements in the DCCR's in this document. This is done as a quick reference of requirements the ACC often gets questions about. Please refer to the DCCR's for a complete list of requirements.

Note: the ACC does not review the drawings for fitness for purpose, or compliance to building standards. The ACC attempts to ensure the homeowner has a set of drawings they can use to monitor progress, and for the ACC to confirm the residence complies with the DCCR's in relationship to location on the lot, size, height, materials used, etc

Definitions

Plot Plan - When you purchased the home you were given a survey showing the location of the home on the property. It shows the property lines and the building set back lines. Utility and easement lines are also shown. For most projects, you can use a copy of this document and draw your project on the drawing and include measurements to the property lines and/or building setback lines.

Topographical survey

In some cases we will need a topographical survey to review drainage plans or to determine if a proposed project will restrict a neighbors view. If required, we would need the following.

a. For interior lots we need to establish a zero point at the property line on one side of the property at the curb. Take an elevation reading on the opposite side of the yard at the curb, on both sides of the property at the front building set back, on both sides of the property at the rear building set back, and on both sides of the property at the rear property line.

b. For waterfront lots set zero at the bulkhead. Take a reading perpendicular to the bulkhead 15 feet in on both sides of the property. Take a reading perpendicular to the bulkhead 35 feet in on both sides of the property. Take a reading on both sides of the yard at the front building set back line. Take a reading on both sides of the yard at the curb.

This requirement is waived if the project does not change the drainage flow on the property, but is required if you are building between the bulkhead and the 35 foot setback line on a waterfront lot.

The objective is to insure that water that falls on your lot does not drain onto a neighbors lot. In some cases the committee may require additional elevation readings to insure proper drainage.

General Requirements

1. All work must comply with the National Electrical Code, the International Residential Building Code, and local and state regulations.
2. Only below ground electrical service is allowed.
3. If your lot is higher than adjoining properties it is your responsibility, if necessary, to build a retaining wall, or use alternative methods so as not to divert water onto other properties.
4. The existing grade on adjacent property must not be altered.
5. Unless written permission is secured from the lot owner, no material, vehicles, trash containers, or any other equipment or refuse associated with the construction project may be stored on adjoining lots. Adjoining lots may not be crossed to gain access without written permission from the lot owner.
6. Construction debris must be picked up and put in containers designed for the purpose. Any trash or construction debris that blows in the street or onto adjoining property must be picked up daily. For major projects, a debris dumpster may be required.
7. Site access shall be by means of a wooden ramp at the curb. No dirt ramps are allowed.
8. Access to the subdivision is by code at the front gate. Please use the contractor code. If you give out your personal code you are granting 24 hour a day access to your contractors. If your code is compromised, we can easily change it. For major projects we may issue a unique code for your contractors. The code will be deleted at the end of the project.
9. Workers may not start work prior to 7:30 AM, nor work past 7:30 PM. In certain circumstances, such as pouring and finishing the slab, this time limit may be relaxed. In no case will work be allowed on Sundays, New Years Day, Memorial Day, 4th of July, Thanksgiving Day, or Christmas Day.
10. The applicant is responsible for damage to the infrastructure of the subdivision including Gates, Streets, and all Utilities.
11. Burning of construction debris is strictly prohibited.
12. Port-a-Can facilities shall be available on the job site. For minor projects this requirement may be waived.
13. Signs may not be placed on site without prior approval of the ACC.

14. Specific requirements may be found in the Deed Restrictions, clarifications, and amendments. It is the responsibility of the applicant to ensure he fully complies with all the requirements whether they are specifically addressed in this document or not.

15. It is not prohibited, but it is discouraged to pour concrete or install rock or masonry walkways or patios within 15 feet of a bulkhead. The extra weight could compromise the integrity of the tie backs on the bulkhead. The tiebacks normally run 10-15 feet into the yard from the bulkhead. On some lots they may extend more than 15 feet. **It is the owner's responsibility to locate the tie backs before excavation in the area in order to protect the integrity of the bulkhead.**

16. **NOTE: THE EXTERIOR MATERIAL SHALL MEET THE 90% MASONRY REQUIREMENT WITH THE FRONT ELEVATION BEING 100% MASONRY.** Hardi-plank is an approved siding but is not a substitute for 90% masonry requirement. Hardi-plank must be applied over an approved substrate. Stucco is considered to be an acceptable masonry product.

17. It is the responsibility of the contractor to ensure all underground utilities are found, marked, and not damaged.

18. Your plot plan shows utility easements. If you build on an easement (for example a walkway) and the utility company comes in and digs up your walkway, it is your responsibility to repair it.

Project Specific Requirements

Boat Docks -

We will need 3 sets of a Top View Drawing Showing the dimensions of the decking, walkways, boat slips, and distance to the property lines. We will also need to know how far into the lake from the bulkhead the boat dock extends. We will also need drawings for any jet ski lifts showing how far they extend into the lake. Specify the material, color and design for boat slip covers. Provide drawings for all lights and specify the wattage for lights. Specify the material for the dock, and provide samples of the decking material if it isn't wood. Provide samples of any boat dock stain. Provide drawings showing the location and size of all storage and equipment boxes to be installed on the dock. Show the elevation of the decking in relationship to the top of the bulkhead. Note, you will need to take the approval letter from the ACC to the San Jacinto River Authority to get a permit before construction can begin.

Boat covers must be green canvas similar to the covers already in the subdivision. Standard covers are 6 foot in height. We will allow a maximum of 8 foot height for large boat.

Lighting on boat docks must be of a similar design of other lights in the subdivision and must not exceed the equivalent of 45 watts. The maximum height of boat dock lights is 5 feet. No spot lights are allowed.

Bulkhead-

We will need a basic drawing showing the material to be used, the location length, and spacing for all tie backs, and enough details so we can understand how the tiebacks will be anchored. We will also need to have details of how the bulkhead will terminate at the neighbors property line. It is also your responsibility to locate and mark the property lines so your new bulkhead does not encroach on a neighbors property. Note the elevation of the finished top of the bulkhead. For drain pipes that drain to the lake provide enough detail so we can determine how and where the pipes exit through the bulkhead.

Changes in Exterior Paint Color -

We need samples for all paint colors you plan to put on the home. We will need to know where the colors go (Trim, field, etc) If you plan to paint the exterior of the home, but not change the colors, we consider this to be maintenance and you do not need approval.

Drainage plans -

Some projects such as major landscaping changes, swimming pools; driveway, walkways and/or patio's may change the drainage of water on the property. If this is the case, we will need your plan for dealing with the water and keeping it off the neighbors property. In general, we require all water that falls on a roof to drain into gutters, all gutters must drain into downspouts, all downspouts must drain to either the lake or through the front curb. If you are unsure, you can discuss this requirement with the ACC. We will need 3 sets of drawings.

. All drain pipes to the street must go through the curb and not over or behind it. The curb must be saw cut and repaired after installation of the drain pipes. All drain pipes that run to the lake must go through the bulkhead and not behind it.

During construction, it is the responsibility of the applicant to contain the water that falls on the construction site.

Driveways and/or walkways -

We first need to determine if a drainage plan is needed. We will need a plot plan showing the home property lines, where the existing home structure is in relationship to the building lines, and a drawing showing where the new driveway and/or walkway will be on the property. If you are covering the new surface with stone, brick, or colored concrete, we will need color and design samples. We will need three sets of drawings.

- a. Concrete Driveways - Quality grade concrete, five (5) sack cement/ cubic yard (3,000 PSI) and reinforced with #6 6" X 6" welded wire mesh is the minimum requirement.
- b. Driveways width to be a minimum of 9 feet.

Exterior Construction Application

- c. If two driveways are constructed they must be separated by a minimum of 20 feet measured at the street entrance.
- d. Driveways - must be constructed so water does not run onto a neighbor's property.
- e. If a subdivision curb must be cut for installation of a driveway, the curb must be saw cut, with an expansion joint. The curb must be repaired prior to completion.
- f. Walkways and sidewalks - no walkway or sidewalk shall be constructed across the front of any Lot, nor across the side of any corner lot.

Fences -

We will need 3 copies of a plot plan showing the home property lines, where the existing home structure is in relationship to the building lines, and where the proposed fence will be in relationship to the home and the property lines. We will need a picture of the proposed fence design and the height and color you are proposing.

Only black wrought iron fences, maximum 5 foot tall are allowed.

Flagpoles -

We will need 3 copies of a plot plan showing the proposed location of the pole in relationship to the property lines. We will also need to know the height.

Flagpoles cannot exceed 20 foot in height. The HOA has a separate policy on flagpoles that mirrors Texas State Law. Please review the policy at www.ciaservices.com.

Gazebos -

Please submit 3 copies of a plot plan showing the location of the Gazebo in relationship to the building lines and the existing home. If you are on a waterfront lot, and the front edge of the Gazebo is closer to the bulkhead than 35 feet, we will need a survey showing the elevation of the gazebo slab and the Gazebo roof closest to the bulkhead. The general rule is that no structure can be built between the bulkhead and the 35 foot setback from the bulkhead that exceeds two foot above natural grade at that point. The intent is to not allow building that can obstruct a neighbors view of the lake.

We will need drawings of the gazebo design with material pictures or samples. We will need paint and/or stain samples. We will need a sample or a picture of the roofing material. If brick or stone is to be used we will need samples.

Exterior Construction Application

1. A **drawing of the front elevation** showing height, location of windows, doors, roof line, and siding materials is required. Note that the maximum elevation of any structure is 35 feet. (See Article IV, Section 1(a) of DCCR's.)
2. A **drawing of the side elevations** showing height, location of windows, doors, roof line, and siding materials is required. (Both sides)

Landscaping Projects including Flowerbeds and Major Planting -

You do not need approval to replace dead or dying trees and/or plants. You also don't need approval to plant seasonal flowers. This requirement is to cover a major redesign of the existing landscaping plan. Our only interest is to ensure the plan fits in with the existing landscaping in the subdivision. We will need 3 sets of drawings with enough detail to show the height, material and size of new flowerbeds. We will need to know what plants will go where. We will be paying particular attention to the 35 foot rule as explained under Gazebo for waterfront lots. Note that no planting taller than 2 feet is allowed within 35 feet of the bulkhead so you don't block a neighbors view of the lake.

Patio Covers -

See Gazebo. The same requirements apply.

Patio and Decks -

This is for uncovered patio's. We will need 3 copies of a plot plan showing the location of the patio in relationship to the existing home and the building lines (Dimensions). If you are on a waterfront lot and the patio will be within 35 feet of the bulkhead we will need to know the natural grade in relationship to the bulkhead at a point closest to the bulkhead at the edge of the patio and the proposed height of the patio slab at the same point. Include all landscaping plans as detailed above. If the patio has brick, rock, or colored concrete we will need pictures or samples.

Ponds (Fish, or Aquatic Plants)

The same requirements for Patios apply to Ponds.

Rain barrels

We need 3 copies of a plot plan showing the location with dimensions of the existing home on the lot in relationship to the building lines. We need to know the proposed location of the

barrel on the plot plan. We will also need a drainage plan in case of overflow. Please review the Board guidelines for rainwater harvesting at www.ciaservices.com.

Roof Replacement

We will need samples of the proposed roofing material. If you are replacing a worn or damaged roof and will use the same material you do not need ACC approval.

Roof material may be clay, concrete tile, metal, or composition shingles. The ACC must approve a sample including color.

Please review the Board guidelines on allowable roofing material at www.ciaservices.com.

Solar Panels

Please refer to an existing policy on Solar Panel Requirements. We will need 3 copies of a plot plan showing the location and size of the solar panels. We will need pictures.

Please review the Board guidelines on solar panels at www.ciaservices.com.

Standby Generators

We will need 3 copies of a plot plan showing the location of the home with dimensions from the building lines. Show the proposed location of the generator with dimensions.

Summer Kitchens

Same requirements as Gazebos.

Swimming Pools

We will need 3 copies of a plot plan showing the location of the home with dimensions from the building lines. Show the swimming pool on the plot plan with dimensions from the existing building lines. A swimming pool may be built no closer to a bulkhead than 15 feet. Note that many bulkhead tiebacks extend 12-15 feet into the yard from the bulkhead. In some cases they may exceed 15 feet. The edge of the pool closest to the bulkhead may be no higher than 2 feet above grade. (Refer to the DCCR's for more details)

We will need drawings or pictures of the proposed pool and either pictures or samples of coping, walls, and decking material.

Exterior Construction Application

As with Gazebos our biggest concerns are blocking a neighbors view of the lake if you are building on a waterfront lot. We are also concerned about the overall appearance to ensure it fits in with the other pools in the neighborhood.

Water that overflows the pool from over filling or rain should be drained to the street or the lake. Backwash water should be drained into the sanitary sewer.

All existing utilities that run within 10 feet of the proposed pool should be marked on the drawings with dimensions from the property lines.

Mailboxes -

Mailboxes must be constructed of materials and colors that match the house exterior. We will need three copies of a plot plan showing the proposed location of your new mailbox. Please give us a picture or sample of the mailbox color and/or brick.

Note: The building requirements are covered in this document, the Declarations Covenants, Conditions and Restrictions White Oak Ranch Subdivision, Section One (Commonly called Deed Restrictions or DCCR's), Amendments to the DCCR's, Clarifications to the DCCR's, Board Policies, and Board Procedures.

Note: No approval of plans and specifications and no publication or designation of architectural standards shall ever be construed as representing or implying that such plans or specifications will result in a properly designed structure or satisfy any legal requirements. Further, no person exercising any prerogative of approval or disapproval by the ACC shall incur any liability by reason of the good faith exercise thereof.

NOTE: By submittal of this signed application, you are agreeing you will comply with the requirements of this application and the DCCR's. All exceptions you want to take must be listed as proposed variances.

Below are the building requirements the property owner is asking for a variance to. (Add additional pages if needed.)

Exterior Construction Application

Copies of the HOA controlling documents are available at portal.imcmanagement.net.

1

Property Owner Date Signed

Building Contractor Date Signed

Approved by WOR ACC

Name Date Signed

CONTRACTOR GATE CODE _____ Works 7:30 AM - 7:30 PM

1

Homeowner's Initials _____

ACC Initials _____

FILED FOR RECORD
08/27/2018 02:38PM

Mark Turnbull

COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS,
COUNTY OF MONTGOMERY

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

08/27/2018



Mark Turnbull

County Clerk
Montgomery County, Texas