

MODIFICATION GUIDELINES

**ARCHITECTURAL CONTROL GUIDELINES FOR TEN OAKS
HOMEOWNERS ASSOCIATION**

OVERVIEW

Prior to the beginning of any exterior modifications an application is submitted to the Architectural Control Committee (ACC). *To avoid delay, include with the application all dimensions, color, location, photographs, and material list.* Any homeowner planning an exterior improvement or any structural landscaping must contact Ten Oaks Homeowners Association Manager to obtain the necessary paperwork prior to beginning the project. To avoid possible conflicts in the event an exterior improvement/landscaping project is not in accordance with the CC&R's, the Architectural Control Committee urges homeowners to follow the application process.

Following receipt of a homeowner's application, the ACC has an initial 30-day period to approve or disapprove an application. If the applicant (homeowner) has not received a response by the ACC within the 30-day period, the said plans and submission is deemed approved. However, it is always the homeowner's responsibility to follow the guidelines set forth in the CCR's, these guidelines, and obtain all required building permits from the City of Allen.

THE REVIEW PROCESS

Submissions for an exterior modification are made to the Architectural Control Committee (ACC), which is the sole governing authority to administer this process. The ACC is appointed by the Board of Directors of the Ten Oaks Homeowners Association, Inc.

The "steps" listed below describe the sequence of events necessary to complete THE REVIEW PROCESS.

1. Obtain Modification Application form(s) from the Association Manager.
2. Complete the Modification Application and attach all necessary supportive material (i.e., drawings, pictures, brochures, plats, etc.).
3. Return your application to the ACC at the offices of the Association Manager.
4. The ACC meets on an as needed basis (no less than one time per month) and the ACC's decision will be mailed to you.

APPURTENANCES
(Antenna(s) and Satellite Dishes)

Antenna and satellite dishes should be located in the least visible area where they will receive an acceptable quality signal. If possible, all dishes should not be visible from the street.

Satellite dish(s) more than (1) meter in diameter shall be installed only behind fencing totally screened from public view from any public right-of-way.

ARBOR

An arbor should be a “continuation” or complement of the architectural style of the house both in design, color, and materials. Design, color, and material that are not part of or do not complement the house should not be introduced. Color must be solid earth tones, stained or natural. Overall height is limited to 10 feet. Locations are limited to within the side or rear yard and located within the building setback lines unless otherwise approved by the ACC.

AWNINGS/SCREENS

Awnings must be “simple” in design and compatible with the architectural and building scale. Colors of the awning and its support structure must be solid earth toned (i.e., dark green, gray, black, bronze, etc.) and compatible with the existing building colors. “Bright” colored and striped awnings (i.e., red, yellow, violet, etc.) are not acceptable.

Screens intended for windows shall be integral with the window, earth toned in color and complementary with the house. **Solar screens must be approved prior to installation.**

BASKETBALL GOALS

Permanent and portable basketball goals must be located at the rear of the house and should not be visible from the street if at all possible. Portable basketball goals may be placed in a cul-de-sac only and brought back to the rear of the house at the end of the day and may not be left in the cul-de-sac more than 24-hours.

BIRDHOUSES/FEEDERS

Pole mounted birdhouses are limited to one per property, confined to the rear or side area and not to exceed 10’ overall height. Pole material is to be limited to wood or metal, painted a dark earth tone (preferably black) and maintained as required.

DECKS & PATIOS

Patios may be constructed of concrete, bricks, pavers or stone. Decks may be constructed of redwood, cedar pressure treated pine or a material acceptable to the ACC. Decks that are elevated in such a manner where a “skirt” is necessary may also be required to install non-deciduous (evergreen) shrubbery around the perimeter of the deck concealing the skirt from view. The deck finish must be left to finish naturally, clear sealed or sealed to give the appearance of new redwood or cedar.

DOG HOUSES/RUNS

Doghouses and “runs” must adhere to the following guidelines:

- Located behind a 6’ solid fence
- Confined to rear or side yard
- Chain link is permissible only if it is located inside of a 6’ solid fence and black or dark green in color
- Doghouses are not to be made obvious and preferably painted in an earth tone color

DRIVEWAYS/PARKING PADS/SIDEWALKS

Proposed drives, pads and walks shall be similar in materials and scale to the existing “flatwork” and their conditions, a minimum of 1’ 6” from the property line and screened from view with a 6’ solid fence when the drive or pad is exposed to a common area. Any addition to an existing front entry drive path must be constructed of concrete, pavers, stone, or brick with a neutral or muted color that is approved by the ACC. No extension shall exceed 3 feet from the property line. No drive path extensions shall be approved for anything except parking for a frequently used vehicle.

FENCES

Any fence or wall must be constructed of wood, masonry, brick or other material approved by the ACC. No portion of the fence shall exceed 8’ in height above the highest yard elevation. Additionally, retaining walls are not to be constructed without prior approval from the ACC.

FENCE STAIN

If a sealant or stain is desired, a clear sealant or natural semi-transparent cedar stain are the only acceptable preservatives allowed. Solid stains are not permitted as they do not expose the natural grain of the wood.

FLAGPOLES & FLAGS

Properties are limited to one flag or flagpole and are confined to a location that is wall mounted or within 15' of the main house. Flagpoles located within the public right of way are not allowed. Flagpoles shall not exceed 15; in height and are limited in color to white, bronze, black or natural brushed aluminum. Flags shall not exceed 3' x 5'.

GAZEBOS

A gazebo should be a "continuation" or complement of the architectural style of the house both in design, color, and materials. Design, color and materials that are not part of or do not complement the house should not be introduced. Color must be solid earth tones, stained or natural. Overall height is limited to 10' above the highest yard elevation. Overall area is limited to a maximum of 144 square feet. Locations are limited to within the side or rear yard and located within the building setback lines.

HOLIDAY DECORATIONS

Any holiday decorations should not be displayed prior to 30 days before the holiday and will need to be removed within 14 days following the holiday.

LANDSCAPING

Homeowners are required to maintain a minimum landscaping consistent of that which was installed at the time of original home construction. Dead vegetation (i.e. trees, shrubs, etc.) is required to be removed within 30 days.

LANDSCAPE BORDERS AND WALLS

Landscape borders and walls require approval by the ACC and all landscape improvements also require approval by the ACC.

LAWN DECORATIONS AND SCULPTURES

Front yard decorations or sculptures (bench, fountain, birdbath, stone figurine, birdhouse, flag, or similar item) are limited to two (2) per front yard without requiring approval by the ACC, subject to the following guidelines:

- Decorations/sculptures are not to exceed three feet in height.
- One (1) bench will be permitted in the front yard.
- Bench is not to exceed 6' in length and 3' in height.
- Bench is to be placed on a level grade.
- Bench is to be constructed from a durable material (stone, wrought iron, wood).
- Bench is to be a natural color (brown, black, dark green, white).
- ALL yard decorations/sculptures must be well maintained.

LAWN DECORATIONS AND SCULPTURES, Cont.

Back yard decorations/sculptures must be completely enclosed by a fence, which blocks the view of the item at ground level. ACC approval is required if the decoration/sculpture is taller than the fence.

If a homeowner has a concern whether a proposed yard decoration/sculpture will satisfy the guidelines, the homeowner should submit a Modification Application to the ACC for approval.

PAINTING/STAINING/COLOR CHANGES

Property owners who wish to re-paint their house with the same original house color do not have to submit a Modification Application. Property owners who elect to change their house color from the originally approved color are required to submit a Modification Application. Property owners who elect to stain their fence see guidelines for fence staining.

PATIO COVERS

A patio cover must be constructed of redwood, cedar, pressure treated lumber or a material approved by the ACC. Corrugated fiberglass or tin sheeting is not an approved cover material. The patio cover finish must be a color similar to the main house, left to finish naturally, clear sealed, or sealed/stained to give the appearance of new redwood or cedar. Height is limited to home's first floor sill plate.

PLAY EQUIPMENT

Play equipment shall be limited to either the side or rear yard, constructed of timber, not to exceed 12 feet in overall height and setback a minimum of 5' from permanent structures (fence, shed, etc.) to allow for maintenance. Fabric awnings are limited to **solid** earth tone colors (i.e. dark green, gray, brown, etc.).

PLAYHOUSES

A playhouse must be located behind a 6-8' wood fence. Limited to an overall height of 8 feet above the highest yard elevation and maximum area of 80 square feet. Exterior materials are limited to wood, cementitious siding or brick matching the main house. Exterior color, excluding roof, must be similar to main house. Roof material must be similar as that of the main house (i.e. asphalt shingle). Exception is for fabric roofs, which are limited to solid earth tone colors (i.e. dark green, gray, brown, etc.).

POOLS/SPAS/HOT TUBS

All pools, spas and hot tubs are to be located inside of the rear yards and abide by City of Allen standards. Pool, spa, and hot tub equipment must be enclosed within a 6' solid fence. Only permanent in ground pools are allowed.

ROOF REPLACEMENTS

The roof material must compliment the other exterior materials of the house. All roof replacements are required to make a submission of a Modification Application unless the roof is being replaced with the exact same roof (material and color).

SHEDS OR ACCESSORY BUILDINGS

A shed or accessory building must be located behind a 6' or 8' wood fence. Limited to an overall height of 10' above the highest yard elevation and maximum area of 200 square feet. Exterior materials are limited to wood, cementitious siding, or brick matching the main house. Exterior color must be similar to main house. Roof material and color must be similar as that of the main house (i.e. asphalt shingle). Setbacks are required by the City to allow for maintenance.

Sheds or accessory building may be constructed of materials other than those noted above with the approval of the ACC with the following limitations:

- The maximum height is 6' and is not visible over the required 6-8' fence.
- The maximum floor area is 100 square feet.
- The exterior colors are a match to the main house.

STORM & SCREEN DOORS

The proposed storm or screen door shall be without ornamentation or grillwork and finished in a color complementary of the house. Storm doors shall have a transparent glass. Screen doors shall have a screen mesh (dark in color) with an even transparent look.

TRELLIS

A trellis should be a "continuation" or complement of the architectural style of the house both in design, color and materials. Design, color and materials that are not part of or do not complement the house should not be introduced unless approved by the ACC. Color must be solid earth tones, stained or natural. Overall height is limited to 8 feet. Locations are limited to within the side or rear yard and located within the building setback lines unless otherwise approved by the ACC.

OTHER

Prohibited exterior improvements for any lot within the association are batting cages, and window-mounted air conditioning units.

Any approval made by the ACC is contingent upon the homeowner securing proper permits for the improvements by the City of Allen. All improvements to the property including the main house shall be maintained as not to be unsightly or appear neglected.

Applicants making submissions to the ACC shall be responsible for accuracy of and verification of data. A portion of this data might include site dimensions, grades, elevations, utility locations and other features of the property. Property owners represent by the act of entering into the ACC review process, all representatives of the property owner (i.e., architect, engineer, builder, subcontractors, etc.) shall be made aware by the property owner of all applicable requirements set forth by the ACC and shall abide by these design guidelines with respect to approval of plans and specifications.