

**WILLOWLAKE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL GUIDELINES**

The undersigned, being all of the members of the Board of Directors of Willowlake Homeowners Association, a Texas non-profit corporation (the "Association"), do hereby certify that at a meeting of the Board of Directors of the Association duly called and held, the following guidelines were unanimously made and adopted:

WHEREAS, the Association, acting through its Board of Directors, desires to exercise the authority granted to it by Centex Real Estate Corporation pursuant to the provisions of the Declaration of Covenants, Conditions and Restrictions applicable to Willowlake (collectively referred to as "the Declaration") to maintain the harmonious and architectural design of the subdivision in accordance with the provisions of the Declaration; and

WHEREAS, the Declaration provides that the Architectural Review Committee (the "ARC") shall have the discretion to approve or disapprove plans and specifications for additions or improvements on lots within Willowlake, on the basis of color, quality of building materials and harmony of external design with existing structures; and

WHEREAS, the Board of Directors of the Association desires to establish guidelines within Willowlake, to be followed by the ARC, so that a harmonious exterior design within the subdivision is consistently maintained;

NOW THEREFORE, the Board of Directors of the Association hereby adopts the following guidelines relating to additions and improvements on lots within Willowlake, which guidelines shall supplement the applicable restrictive covenants set forth in the Declaration:

**Application Procedure**

1. Submission. All applications for approval to make any exterior changes, additions or improvements must be submitted to the ARC in writing by completing the application form currently in use by the ARC, a copy of which is attached hereto as Exhibit "A", or such form as

**Willowlake Homeowners Association  
Architectural Guidelines**

529-86-2985

may hereafter be amended or approved by the ARC. Plans, specifications and a lot survey showing the location of such improvement, if applicable for any exterior change, addition or improvement shall be attached to the application. The ARC reserves the right to request any additional information deemed by it to be necessary to properly evaluate the application. In the event that the ARC requests additional information and such information is not submitted to the ARC by the applicant in a timely manner (so that the application may be approved or disapproved within thirty (30) days of its receipt), the application shall be denied. However, the applicant may, thereafter, submit a new application with the requested information to the ARC for its review. All applications shall be mailed or delivered to the office of the managing agent of the Association.

2. Review. The ARC shall endeavor to review each application as soon as possible after the date of its receipt. Each decision of the ARC shall be in writing and include a statement of the conditions under which the application is approved, if any, or the reason (s) for disapproving the application. Any application which has not been approved or disapproved within (30) days of the date of its receipt shall be deemed disapproved. Unless otherwise stated in the ARC's written response, all approved exterior changes, additions, improvements or landscaping shall be completed within thirty (30) days of the date construction, installation or erection is commenced unless otherwise defined in writing.

3. Appeal. In the event that the ARC disapproves an application, the applicant may submit to the ARC a written request for reconsideration. The applicant may submit with the written request for reconsideration an explanation of additional or extenuating circumstances or any other additional information which the applicant considers relevant to the original application. The ARC shall review the request for reconsideration at the meeting of the ARC next following the date upon which the request is received and then notify the applicant in writing of its final decision. In the event the request for Appeal is denied by the ARC, the applicant may submit to the Board of Directors of the Association a written request for Appeal. The Board of Directors shall review the request for reconsideration at the meeting of the Board of Directors next following the date upon which the request is received and notify the applicant of the Board's decision in writing. All

**Willowlake Homeowners Association  
Architectural Guidelines**

529-86-2986

decisions of the Board of Directors shall be final. During the period of appeal to the ARC and/or the Board of Directors, the decision of the ARC on the original application shall remain in effect.

**General Guidelines**

The ARC shall consider the following factors upon the review of each application for an exterior change, addition or improvement:

1. Size and dimension;
2. Color and harmony of color schematic with existing structures and improvements;
3. Type of materials;
4. Location;
5. Architectural harmony and compatibility of exterior design;
6. Quality of construction;
7. Architectural elevation;
8. The provisions of the covenants, conditions and restrictions; respective building lines, easements, setbacks and sight lines from one lot to another;
9. Safety of the community.
10. Each owner is personally subject to compliance with any and all governmental permits, ordinances, etc. and shall not rely on any approval needed by the Association to override such requirements.

The approval of an application shall not be construed as a warranty or representation by the ARC that the change, addition or improvement, as proposed or as built, complies with any or all applicable statutes, ordinances or building codes, or as a warranty or representation by the ARC of the fitness, design or adequacy of the proposed construction.

The following guidelines are adopted by the ARC to specify their standards, requirements and the process used in evaluating an application. The guidelines may be amended from time to time as the circumstances, conditions or opinions of the ARC dictate without obligation to notice such change. It should be noted that each application is considered on its own merit and that the ARC may grant a variance from the guidelines and/or from certain provisions of the covenants,

**Willowlake Homeowners Association  
Architectural Guidelines**

conditions and restrictions to the extent permitted within the Declaration. The ARC has the right to deviate on the approval for a similar improvement based on the proximity of a property to a main boulevard on the visual relativity of the site to the overall development. As an example, a home located on a perimeter of the development may be permitted to have a certain styled storage building, whereas on a main entry boulevard and depending on the configuration of the lot, this same item may not be approved. The intent being to maintain overall integrity within areas of higher visual impact.

It should also be noted that ARC approval is required prior to the installation or construction of any improvement or change. Regardless of knowledge of any guidelines to avoid and insure compliance with any opportunity for modification to this criteria. If an improvement is made without prior ARC approval, the Board of Directors has the legal right to enforce its removal or relocation.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 1998.

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Wayne Culpepper (President)

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Russell Garrison (Director)

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Bill Berryhill (Director)

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**ARCHITECTURAL REVIEW COMMITTEE GUIDELINES  
WILLOWLAKE HOMEOWNERS ASSOCIATION, INC.**

1. SWIMMING POOLS/SPAS
2. PATIO COVERS
3. BIRD HOUSES
4. SOLAR PANELS
5. BASKETBALL GOALS
6. FENCES
7. PAINTED CONCRETE
8. SCREEN DOORS/SOLAR SCREENS
9. STORM DOORS/WINDOWS
10. YARD DECORATIONS
11. BURGLAR BARS
12. OUTDOOR CARPETING
13. SWING SETS/PLAY FORTS/PLAY HOUSES
14. AWNINGS
15. ANTENNAE
16. MAILBOXES
17. DRIVEWAYS
18. LANDSCAPING
19. OUTBUILDING/STORAGE SHEDS/GAZEBOS
20. DECKS/PATIO/SIDEWALKS
21. EXTERIOR LIGHTING
22. ROOM ADDITIONS
23. EXTERIOR PAINT
24. SIDING/GUTTERS
25. ROOFING/SKY LIGHTS
26. WALL UNIT A/C
27. FLAGPOLES
28. WINDOW COVERINGS
29. GARAGE APARTMENTS
30. PORTE'-COCHERE'
31. SOFT WATER/WATER FILTER SYSTEMS

1. SWIMMING POOLS/SPAS.

- ◆ Above and in-ground pools will be allowed with ARC approval. Minimum of five feet (5') from side and eight feet (8') from rear lot line.
- ◆ All applications for the construction of a swimming pool/spa must include a plot plan showing the proposed location of the pool/spa in relation to the property lines, building lines, existing structures and existing fences.
- ◆ No pool or spa of any type may encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment. Pool/spa decking which extends into any easement also requires a consent agreement. Consents must be received prior to approval and included in the application.
- ◆ Pools and spas must be completely enclosed by a perimeter fence. Other fences must be at least four feet high with no openings, holes or gaps larger than four inches measured in any direction. Gates opening directly into pool area must be equipped with self-closing and self latching devices designed to keep, and capable of keeping such doors or gates securely closed at all times when not in actual use. Said latching devices shall be attached to the upper quarter of such gates or doors. The door of any dwelling occupied by human beings and forming any part of the enclosure herein above referred to need not be so equipped.
- ◆ The application should include a timetable for construction.
- ◆ During construction, the construction area must be barricaded and equipment and supplies are not permitted in the street.
- ◆ Pool pumps and equipment must be screened behind a fence and not be visible from the fronting street.

2. PATIO COVERS.

- ◆ The standard, type, quality and color of the materials used in the construction of a patio cover must be harmonious with the standard, type, quality and color of the materials used in the construction of the main residence. Colors will be approved on a case-by-case basis.
- ◆ Fiberglass and aluminum patio covers will be reviewed on a case-by-case basis.
- ◆ Structure must be positioned on a lot behind the primary dwelling.
- ◆ In the event the selected roof material is corrugated, clear fiberglass or roof materials other than standard shingles, the unfinished edges of the roof material must be framed to create a finished border.

3. BIRD HOUSES.

- ◆ Bird houses shall not be visible from the street in front of the lot nor be attached to any perimeter fence line.
- ◆ Maximum dimensions for bird houses shall be two feet in width, two feet in length and two feet in height.
- ◆ No bird house shall be mounted on a pole exceeding twelve feet (12') in height.
- ◆ The materials, color and construction of the bird house must be harmonious with the home and other improvements on the lot.
- ◆ Only one bird house is permitted per lot.

4. SOLAR PANELS

- ◆ Solar panels are permitted with ARC approval.

5. BASKETBALL GOALS.

- ◆ A net shall be maintained on the rim at all times. The net shall be replaced in the event that it becomes frayed or torn. Chain nets are allowed.
- ◆ An orange/red or black steel or metal rim shall be affixed to the backboard at all times. The rim shall be repaired or, if necessary, replaced in the event that it becomes broken or bent.
- ◆ The backboard must be clear acrylic, fiberglass painted an approved color or weatherproofed wood painted an approved color, with the exception of an orange or black/blue/red square outline above the rim. The backboard shall be repainted, repaired or replaced in the event that the surface of the backboard becomes chipped or cracked or the backboard becomes warped or unaligned.
- ◆ All mounting supports must be steel or aluminum and painted black and/or similar dark tone. The pole and all mounting supports must be maintained in an attractive condition.
- ◆ With the exception of maintenance and repair, a basketball goal shall not be modified in any respect nor shall its location be changed from that approved by the ARC.
- ◆ Garage mounted basketball goals may be accepted on detached garages only and will be subject to the same provisions aforementioned.

- ◆ 8' pole-mounted basketball goals may be behind the building set back line of the lot or not closer to the street than half the distance from the front of the garage to the street. In the case of an attached garage, the pole-mounted basketball goal must not be closer to the street than half the distance from the front of the garage to the street; this also applies to detached garages on corner lots.
- ◆ Portable basketball goals must also conform to the foregoing for maintenance, appearance and placement. No basketball goal may be placed adjacent to a street within public right of way.

## 6. FENCES.

- ◆ Pickets. All fences situated parallel to the front lot line or parallel to a side street adjacent to a corner lot shall be constructed with the pickets on the outside so that no posts or rails are visible from the street in front of the lot or from the side street. Pickets must be made of wood, and six (6") high, with the exception of gates/fences connecting house and garage.
- ◆ No chain link fencing permitted. Materials must be wood, masonry, or wrought iron and must be approved in advance by Committee.
- ◆ No fence may extend forward of the front building line.

Gates. All gates shall either be constructed of wood or wrought iron.

- ◆ No painting of picket fence is allowed. No staining or varnishing without ARC approval.
- ◆ Any wrought iron fence installed will immediately subject the property to a higher level of scrutiny. Therefore, any and all additional requirements and restrictions that pertain to front and side yards will also pertain to rear yards when they are visible from other properties or streets.

## 7. PAINTED CONCRETE

- ◆ No concrete on a lot which is visible from the street, whether a driveway, sidewalk, patio or other improvement, shall be painted or stained any color.
- ◆ Concrete which is not visible from the street may be painted or stained only with the ARC's prior written approval.

## 8. SCREEN DOORS/SOLAR SCREENS.

- ◆ Must be compatible with exterior of home and have ARC approval.



9. STORM DOORS/WINDOWS

- ◆ Storm doors/windows will be acceptable, provided they are compatible with the color of the exterior of the house and are recessed within door closing.

10. YARD DECORATIONS.

- ◆ There shall be no decorative appurtenances, such as sculptures, birdbaths, bird houses, fountains, benches, swings or other decorative embellishments placed on any portion of a lot visible from any street without approval, which will be reviewed on a case-by-case basis.

11. BURGLAR BARS.

- ◆ Burglar bars must be on the inside of windows and match the color of the window pane decorator strips.
- ◆ Front door bars must be attached to door frame.
- ◆ Burglar bars will be reviewed on a case-by-case basis depending on their visibility and location on the lot.

12. OUTDOOR CARPETING.

- ◆ Outdoor carpeting can only be installed on back porch area. No outdoor carpeting may be visible from the fronting street.
- ◆ Earth tone colors only.

13. SWING SETS/PLAY FORTS/PLAY HOUSES.

- ◆ Not to exceed 10 feet (10') in height, with the deck height not to exceed 5 feet (5').
- ◆ Must be made of weatherproof wood, metal or aluminum. If the material is painted, the color needs to be approved.
- ◆ Playhouses shall have roofs of single color which is harmonious with the immediate neighborhood, unless approved by the ARC.
- ◆ Structure shall not be placed within a rear or side easement, if no rear easement exists said structure shall not be nearer to the rear fence line than ten (10') feet, nor closer to the side property line than the side wall of the dwelling.
- ◆ Structure must be maintained within a fenced perimeter.

14. AWNINGS.

- ◆ Awnings which are visible from the street in front of the lot shall not be permitted. Awnings on the rear portion of a lot must be one (1) color and harmonious with the color of the house. All awnings, including the color thereof, must be approved by the ARC.

15. ANTENNA.

- ◆ Satellite dish antennae shall be permitted provided they are screened from public view.
- ◆ All other antennae shall refer to the applicable Declaration of Covenants, Conditions and Restrictions.

16. MAILBOXES.

- ◆ Only U.S. postal approved and installed mailboxes are acceptable in the areas designated by the U.S. Postal Service or individual mailboxes may be approved for brick enclosure etc., subject to harmony along the street.

17. DRIVEWAYS.

- ◆ Driveways shall not be wider than two car widths in front of the building line, unless otherwise approved by the ARC.
- ◆ Driveways may be no wider behind the front building line than needed to provide adequate, straight-in access to the garage door(s).
- ◆ The cracks between cement driveway sections shall be kept free of significant vegetation.

18. LANDSCAPING.

- ◆ The front and side yards of each lot must be predominately grass (approximately 75 percent).
- ◆ Landscaping must compliment the style and architecture of the home and be proportionate in scale and height to the structure to create complement.
- ◆ Landscaping shall not interfere with the natural drainage of the lots or neighboring lots.

**19. OUTBUILDINGS/STORAGE SHEDS/GAZEBOS.**

- ◆ An outbuilding is any structure which is not attached to the main house structure, except for detached garages. This includes, but is not limited to, all storage sheds, gazebos and spas, etc.
- ◆ The standard, type, quality and color of the materials used in construction shall be harmonious with the standard, type, quality and color of the materials used in construction of the main residence on the lot. Shingles and paint utilized shall match that of the residence. Small prefabricated metal storage buildings are allowed subject to compatibility within the main structure.
- ◆ Outbuildings shall not exceed eight feet (8') in height, with a maximum floor space of 10' x 12', except as approved on a case-by-case basis.
- ◆ Outbuildings shall be maintained in good condition at all times.
- ◆ All outbuildings must be within an enclosed, fenced back yard.
- ◆ Outbuildings shall not be placed within existing easements, unless the utility companies involved have granted their written consent to such encroachment, and a copy of said consent is provided to the ARC. In any case, outbuildings shall be placed such that they are not readily visible from the street in front of the lot and may not be closer to the rear lot line than eight (8') feet, nor to the side lot line than five (5') feet or aligned with the side wall of residence structure, whichever is greater.
- ◆ Outbuildings shall not interfere with the natural drainage of the lot or neighboring lots.
- ◆ Shall be constructed of materials which are harmonious with the main residence, and shall be maintained in good conditions. Roof line of outbuildings shall also conform to roof line of residential structure.

**20. DECKS/PATIO/SIDEWALKS.**

- ◆ Shall not encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment, and a copy of said consent is provided to the ARC.
- ◆ Shall not be situated on the lot so that they interfere with the natural drainage of the lot or neighboring lots.
- ◆ Shall not be higher than 18" above grade, relevant to above ground pools, except as approved on a case-by-case basis.

21. EXTERIOR LIGHTING.

- ◆ Exterior lighting shall be white light, and shall not be of an intensity which causes annoyance to neighboring homes. Under no circumstances shall vapor lighting be permitted.
- ◆ Directional lights or flood lights must be aimed so as not to shine directly in the windows of neighboring homes.
- ◆ Low voltage landscaping lights should receive ARC approval.
- ◆ Yard lights may be gas or electric. If electric, the incandescent bulb may not exceed 100 watts, and must be of clear glass type. The maximum acceptable height is six feet (6'), and the pole must be black, brown or white, depending on harmony with the existing residence, as determined by the ARC.

22. ROOM ADDITIONS.

- ◆ All room additions require detailed design and construction plans to include lot survey showing the exact location.
- ◆ The standard, type, quality and color of materials used in construction shall be harmonious with the standard, type, quality and color of the materials used in construction of the main residence on the lot. Shingles, siding bricks and paint utilized shall match that of the residence. All such improvements must be to building code standards, and must be architecturally compatible with the original and neighboring homes.
- ◆ Room additions shall not be placed within existing easements or encroach over any building line.

23. EXTERIOR PAINT.

- ◆ A color sample or "paint chip" of the proposed exterior color of any new addition or improvement must be attached to each application submitted to the ARC. Further, the existing exterior color of a house, garage or other improvement on a lot shall not be repainted without first submitting an application with a color sample or paint chip to the ARC and receiving prior written approval; this is to include repainting of existing colors.
- ◆ The ARC has established acceptable colors and shades of colors for the exteriors of homes and other improvements on lots within the subdivision shall be generally earthtone and shall not be brilliant or bright colors. Each color sample or paint chip

shall be compared to the colors and shades of colors to assure that each approved color is harmonious with the color scheme established for the subdivision.

- ◆ The doors of a garage on a lot shall always be painted either the principal color or the trim color of the residential dwelling to maintain a finished appearance.

24. SIDING/GUTTERS.

- ◆ The standard, type and quality of the materials used shall be harmonious with the standard, type and quality of the materials of the main residence on the lot throughout the subdivision.
- ◆ Siding must be painted to match the existing siding of the residence on the lot.
- ◆ Gutters must be painted to match the existing color of the residence on the lot and must be installed to prevent water shed across or onto any other lot.

25. ROOFING/SKY LIGHTS.

- ◆ A sample of the proposed shingle to be placed on any existing roof or any new improvement must be attached to each application submitted to the ARC.
- ◆ Shingle type, quality and color must be harmonious with the color scheme established for the subdivision.
- ◆ All composition shingles used on the roof of a home must have at least a 20-year manufacturer's warranty or meet FHA/VA standards, whichever is greater.
- ◆ No sky lights or similar types of additions shall be permitted on the front of the roof ridge line and /or gable of a structure.

26. WALL UNIT A/C.

- ◆ Wall unit A/Cs are permitted with ARC approval, provided they are screened from public view.

27. FLAGPOLES.

- ◆ A bracket mount to front wall of residence is permitted for temporary display of a flag.
- ◆ Permanent flag poles will not be allowed in front or side yards. Pole may be located to the rear of the residence positioned as not to be visible from the fronting street and may not exceed ten (10') feet in height.

28. WINDOW COVERINGS.

- ◆ Mirrored or silver reflective window coverings will not be allowed. All others will be reviewed on a case-by-case basis.

29. GARAGE APARTMENTS.

- ◆ Garages as built by the builder for the use of vehicles must be capable of housing a minimum of two (2) full size vehicles at all times.
- ◆ No structure of any type may be constructed over a detached garage.

30. PORTE'-COCHERE'S.

- ◆ Porte'-cochere's must be constructed of the same material as the main dwelling and must be approved by the ARC.

31. SOFT WATER/WATER FILTER SYSTEMS.

- ◆ Water systems such as soft water or treatment systems must be installed out of sight from the fronting street and screened from public view.

ANY PROVISION HEREIN WHICH RESTRICTS THE SALE, RENTAL, OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE IS INVALID AND UNENFORCEABLE UNDER FEDERAL LAW THE STATE OF TEXAS }  
COUNTY OF HARRIS }  
I hereby certify that this instrument was FILED in File Number  
Sequence on the date and at the time stamped hereon by me; and was  
duly RECORDED, in the Official Public Records of Real Property of  
Harris County, Texas.

DEC 28 1999



*Beverly B. Kaufman*  
COUNTY CLERK  
HARRIS COUNTY TEXAS

*Beverly B. Kaufman*  
COUNTY CLERK  
HARRIS COUNTY, TEXAS  
1999 DEC 28 PM 4:24  
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