

# Eagle Ridge Owners Association

## Architectural Control Committee Procedures and Guidelines

*Adopted  
June 2006*



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Eagle Ridge Owner's Association  
Architectural Control Committee Procedures & Guidelines

In the event there is any conflict between this policy and the requirements of the Protective Covenants, the provisions of the Protective Covenants shall prevail.

Eagle Ridge Owners Association Architectural Control Committee guidelines are here by adopted.

Date: 6/7/2006

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Bobbi Dansen – President, EROA



## Fence Policy

In the event there is any conflict between this policy and the requirements of the Protective Covenants, the provisions of the Protective Covenants shall prevail.

### **Materials:**

All fences shall be made of wood. However, fence support posts can be made of metal galvanized posts or wood "4x4" posts. Wood fences or wood gates cannot be of "open" or picket design, but must be solid in appearance. Fences made of other materials, such as metal or masonry shall be approved in writing by the Association's Architectural Control Committee prior to construction.

### **Height:**

No fence shall be higher than six (6) feet. Lower fences may be approved by the ACC Committee on a case-by-case basis.

### **Location:**

All fences must be located on the property line of the subject property and must not encroach onto adjacent property. No fence shall be placed between the property line and any setback line of any lot unless approved in writing by the ACC Committee. No fence shall be placed forward of the owners home or surrounding homes. Corner lots are subject to setback requirements along the front of the lot and the side of the lot that joins the street right of way.

### **Color:**

Wood fences shall be left natural or may be finished with a clear preservative, stain or sealant. In order to clarify the term "clear" for the purpose of this policy, the ACC Committee has determined that this requirement is to prohibit the painting of wood fences. A preservative, sealer or stain, is considered to be meet the requirements of clear as long as the wood grain is clearly visible through the stain, and that no obvious color pigment is visible.

### **Maintenance:**

All fences constructed shall be kept in good repair. Damaged or loose boards, framing or gates shall promptly be repaired or replaced as necessary. Fence treatments such as stains or sealants shall be maintained in good repair and any peeling, cracking, etc. shall be treated in a timely manner. The ACC committee and the Board of Directors reserve the right to determine if a fence is in need of repair.



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### **Installation of Underground Sprinkler Systems**

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The Architectural Control committee (ACC) for Eagle Ridge has reviewed the Protective Covenants with respect to the installation of underground sprinkler systems in the community. The ACC Committee for the Association has the authority to issue architectural guidelines and to clarify any part of the Protective Covenants.

The ACC committee has determined that approval from the Architectural Control committee concerning underground sprinkler systems is not required if the following guidelines are met.

- A. All underground sprinkler systems installed in the City of Round Rock are required to get a city permit and inspection.
- B. All underground lines should be documented on a copy of the plat plan.
- C. No underground lines can interface with the utility easements.

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### **Installation and Use of Front Storm Doors**

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The ACC committee has determined that no approval is required for the installation of storm doors as long as the following conditions are met.

- A. All storm doors must be installed in accordance with industry standards.
- B. Storm doors color must match and correspond with color scheme of home.
- C. Must be kept in good condition.
- D. Storm door must be  $\frac{3}{4}$  or "full" glass models (no  $\frac{1}{2}$  glass door models allowed). Screen doors are not acceptable for placement on front doors.

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### **Installation of Rain Gutters and Downspouts**

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The ACC committee has determined that approval from the Architectural Control committee concerning rain gutters and associated hardware is not required if the following guidelines are met.

- A. All rain gutters and downspouts must match the house and trim colors of the home.
- B. All rain gutters and associated hardware must be mounted to the home in a secure and permanent manner.
- C. Downspouts cannot interfere with the drainage or utility easement right of ways. These rights of ways are specified for your home on the original plat plan.



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### **Storage Building Construction**

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The ACC committee has reviewed covenants for communities similar to Eagle Ridge for reference and has determined that a need exists to clarify the requirements for portable buildings in Eagle Ridge. Therefore, the following guidelines have been adopted by the ACC Committee to govern the construction and placement of portable storage buildings. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the ACC Committee:

**A. CONSTRUCTION:** All portable storage buildings must be constructed of wood products or metal materials. Roofs must be of composition (asphalt) shingle and must match the roofing of the primary dwelling on the lot.

The following storage buildings are acceptable and approved by the ACC committee and the Board of Directors. If you are unsure of pre-approved buildings, please submit an ACC request. The following storage buildings meet the pre-approved requirements of seven and one half (7 ½') feet in height:

1. Duramax 5' X 5' – USP 00711
2. Rubbermaid Home Roughneck 7' X 6' – RHP 3667
3. Suncast 7' X 7' – SUA GS9500

Any applicable building permits are the responsibility of the homeowner.

**B. LOCATION:** All portable buildings must be free-standing (no lean-to structures) and must be located at least two (2) feet from any property line in order to provide for maintenance of the building and surrounding vegetation.

Portable buildings may not be placed within designated utility easements. It is the responsibility of the lot owner to ensure that the placement of any building does not interfere with the access to easements or any equipment within such easements by utility companies authorized to maintain equipment or systems within such easements.

No vegetation shall be allowed to grow under the building. Buildings must not impede the drainage flow on the lot, or alter the drainage flow to adjacent lots.

**C. SIZE RESTRICTIONS:** Portable storage buildings must not exceed eight and one half (8 ½') feet in height, and are limited to a surface area of not more than two (2%) percent of the entire lot in surface area.

**D. FINISH:** All portable buildings must be painted to match the existing color scheme of the main dwelling structure of the lot. No unfinished materials are permitted.

**E. INSPECTION UPON COMPLETION:** Before issuing final approval for the building, the ACC Committee must inspect the finished building to ensure that it is in compliance with the Covenants. Property owners are requested to contact Goodwin Management by e-mail at [Goodwin@eagleridgeoa.org](mailto:Goodwin@eagleridgeoa.org) to schedule an appointment with the ACC Committee.

**F. APPROVAL FOR BUILDINGS:** As with any other architectural change, requests for Portable storage buildings shall be submitted to the ACC Committee for approval prior to commencement of any work. The Committee shall issue a response within thirty (30) days of receipt of such requests.



### **Backyard Gardening & Landscaping**

The ACC committee has reviewed covenants and guidelines of other communities, for reference, and has determined a need exists to clarify the requirements and guidelines for backyard landscaping. Therefore, the following guidelines have been adopted by the ACC to govern the construction, placement and maintenance of backyard only landscaping. These guidelines allow homeowners to install landscaping in their home's backyard without requiring approval of the ACC as long as the following conditions are met. These guidelines apply only to landscaping contained within the backyard of homes in the community. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

- A. All landscaping must be planted and maintained so that vegetation is never allowed to grow above or between the fence lines. (Excludes Trees)
- B. If landscaping beds are constructed over utility easements, detailed on each home's plat plan; the homeowner must understand the utility companies have the right and authority, at any time, to destroy any landscaping which obstructs work they may attempt. The utility company does not have a responsibility to replace any landscaping or vegetation they destroy in the above mentioned easement boundaries.
- C. Due to the requirements of the utility companies, no trees may be planted within 12 feet of any fence line adjacent to a utility easement.
- D. All trees planted adjacent to other fence lines, excluding easement areas, must be a minimum of three (3) feet away from the fence.
- E. All landscaping constructed cannot impede or interfere with drainage on that lot of adjacent home lots.

### **Window Air Conditioning Units**

The ACC committee has determined that no window air conditioning units are allowed. Any and all existing window units must be removed; if the unit(s) is not removed the owner shall be subject to the EROA violation and fines policy.

Window air conditioning units are not eligible to be grandfathered as part of the new ACC guidelines.



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## House Painting

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The ACC committee has reviewed covenants and guidelines of other communities, for reference, and has determined a need exists to clarify the requirements and guidelines for house painting. Therefore, the following guidelines have been adopted by the ACC to govern the maintenance of house painting. These guidelines allow homeowners to re-paint their homes without requiring approval of the ACC as long as the following conditions are met. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

- A. If the owner re-paints the dwelling the same color as the original builder color or similar color if color has been discontinued by the manufacturer.
- B. The owner must paint the garage door(s) the same color as the dwelling or as the dwelling's trim.

The ACC committee and the Board of Directors reserve the right to determine if a dwelling is in need of painting.

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## Patio Covers and Enclosures

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The ACC committee has reviewed covenants for communities similar to Eagle Ridge for reference and has determined that a need exists to clarify the requirements for portable buildings in Eagle Ridge. Therefore, the following guidelines have been adopted by the ACC Committee to govern the construction and placement of patio covers and enclosures. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the ACC Committee:

- A. CONSTRUCTION: All patio covers and enclosures must be constructed of wood products or metal materials with a façade that meets the requirements or standard of the ACC committee once plans have been submitted. Roofs must be of composition (asphalt) shingle and must match the roofing of the primary dwelling on the lot.

Any applicable building permits are the responsibility of the homeowner.

- B. LOCATION: All patio covers and enclosures must be structurally connected to the main dwelling (no lean-to structures) and must be located at least five (5) feet from any property line in order to provide for maintenance of the cover/enclosure and surrounding vegetation.

Patio Covers and Enclosures may not be placed within designated utility easements. It is the responsibility of the lot owner to ensure that the placement of any cover/enclosure does not interfere with the access to easements or any equipment within such easements by utility companies authorized to maintain equipment or systems within such easements.

No vegetation shall be allowed to grow on the side of or over the cover/enclosure. Covers/Enclosure must not impede the drainage flow on the lot, or alter the drainage flow to adjacent lots.



C. SIZE RESTRICTIONS: Patio covers/enclosures must not exceed the height of the main dwelling or be unsightly to dwellings on each side of the structure.

D. FINISH: All patio/enclosure must be painted to match the existing color scheme of the main dwelling structure of the lot or it may be left natural or may be finished with clear preservative, stain or sealant. No unfinished materials are permitted.

E. INSPECTION UPON COMPLETION: Before issuing final approval for the structure, the ACC Committee must inspect the finished structure to ensure that it is in compliance with the Covenants. Property owners are requested to contact Goodwin Management by e-mail at [Goodwin@eagleridgeoa.org](mailto:Goodwin@eagleridgeoa.org) to schedule an appointment with the ACC Committee.

F. APPROVAL FOR BUILDINGS: As with any other architectural change, requests for Patio covers/enclosures shall be submitted to the ACC Committee for approval prior to commencement of any work. The Committee shall issue a response within thirty (30) days of receipt of such requests.

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### Front Yard Landscaping/Illumination

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The ACC committee has reviewed covenants and guidelines of other communities, for reference, and has determined a need exists to clarify the requirements and guidelines for front yard landscaping. Therefore, the following guidelines have been adopted by the ACC to govern the construction, placement and maintenance of front yard landscaping. These guidelines allow homeowners to install landscaping in their home's front yard without requiring approval of the ACC as long as the following conditions are met. These guidelines apply only to landscaping contained within the front yard of homes in the community. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

A. All landscaping must be planted and maintained so that vegetation is never allowed to grow above six feet. (Excludes Trees and Trellised Flowers)

B. If landscaping beds are constructed over utility easements, detailed on each home's plat plan; the homeowner must understand the utility companies have the right and authority, at any time, to destroy any landscaping which obstructs work they may attempt. The utility company does not have a responsibility to replace any landscaping or vegetation they destroy in the above mentioned easement boundaries.

C. Due to the requirements of the utility companies, no trees may be planted within 12 feet of any fence line adjacent to a utility easement.

D. All trees planted adjacent to fence lines, excluding easement areas, must be a minimum of five (5) feet away from the fence.

E. All landscaping constructed cannot impede or interfere with drainage on that lot of adjacent home lots.

F. Vines which grow and cling to the brick façade of the home are prohibited.



G. Landscape lighting, including the homes exterior lighting fixtures, each may not exceed 100w.

H. All holiday lights may be placed 30 days before and must be removed 30 days post holiday.

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### **Portable On-Demand Storage or Similar Container Storage**

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The ACC committee has reviewed covenants and guidelines of other communities, for reference, and has determined a need exists to clarify the requirements and guidelines for Portable On-Demand Storage or Similar Container Storage. Therefore, the following guidelines have been adopted by the ACC to govern the delivery, placement and removal of Portable On-Demand Storage or Similar Container Storage. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

A. All owners must submit an ACC request 30 days prior to the Portable On-Demand Storage or Similar Container Storage delivery.

B. The ACC committee will review the request at the regularly scheduled monthly meeting. The ACC committee reserves the right to approve or deny the request.

C. No Portable On-Demand Storage or Similar Container Storage will remain longer than 2 weeks (14 consecutive days).

D. The area surrounding the Portable On-Demand Storage or Similar Container Storage must remain free and clear of debris during the 2 week (14 consecutive days) period.

E. Portable On-Demand Storage or Similar Container Storage may be delivered after the ACC committee has submitted their approval to the Board of Directors.

F. If the Portable On-Demand Storage or Similar Container Storage remains for longer than the approved 2 weeks (14 consecutive days) the owner shall be subject to a \$15 per day fine for the first five (5) days and then \$25 per day thereafter.

The Board of Directors reserves the right to ask the owner to remove the Portable On-Demand Storage or Similar Container Storage if the area surrounding the Portable On-Demand Storage or Similar Container Storage is not kept clean and neat in appearance.



### **Converted Garages**

The ACC committee has reviewed covenants and guidelines of other communities, for reference, and has determined a need exists to clarify the requirements and guidelines for Converted Garages. Therefore, the following guidelines have been adopted by the ACC to govern the construction and appearance of Converted Garages. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

All converted garages must comply with the following. If the owner meets the below requirements, an ACC request is not required.

- A. The owner may NOT remove the existing garage door.
- B. The owner may build behind the existing garage door.
- C. No signs of conversion may be seen from the exterior of the structure.
- D. No window units may be placed due to the conversion.

### **In-Ground and Above Ground Swimming Pool Construction**

The ACC committee has reviewed covenants for communities similar to Eagle Ridge for reference and has determined that a need exists to clarify the requirements for In-Ground and Above Ground Swimming Pool Construction. Therefore, the following guidelines have been adopted by the ACC Committee to govern the construction and placement of In-Ground and Above Ground Swimming Pools. These guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the ACC Committee:

A. CONSTRUCTION: All In-Ground and above ground swimming pools must pre-approved by the ACC committee. The owner, with the pool builder, must submit plans and excavation information to the ACC committee prior to construction.

Any applicable building permits are the responsibility of the homeowner and pool installer.

B. LOCATION: All pools must be installed by a qualified and licensed pool company. Pools must be located at least five (5) feet from any property line in order to provide for maintenance of the pool and surrounding vegetation.

Swimming Pools may not be placed within designated utility easements. It is the responsibility of the lot owner to ensure that the placement of any pool does not interfere with the access to easements or any equipment within such easements by utility companies authorized to maintain equipment or systems within such easements.

Pools must not impede the drainage flow on the lot, or alter the drainage flow to adjacent lots.

C. SIZE RESTRICTIONS: Pools are limited to a surface area of not more than ten (10%) percent of the entire lot in surface area.

D. FINISH: All pools must be finished with concrete edging.



E. INSPECTION UPON COMPLETION: Before issuing final approval for the pool, the ACC Committee must inspect the finished pool to ensure that it is in compliance with the Covenants. Property owners are requested to contact Goodwin Management by e-mail at [Goodwin@eagleridgeoa.org](mailto:Goodwin@eagleridgeoa.org) to schedule an appointment with the ACC Committee.

F. APPROVAL FOR POOLS: As with any other architectural change, requests for In-Ground and above ground pools shall be submitted to the ACC Committee for approval prior to commencement of any work. The Committee shall issue a response within thirty (30) days of receipt of such requests.

### **Grandfathered Structures Clause**

The ACC committee has determined a need exists to grandfather existing structures. Therefore, the following guidelines have been adopted by the ACC to govern the grandfathering of structures. These guidelines allow homeowners to grandfather existing structures as of the date preceding the adoption of Eagle Ridge Owners Association ACC Guidelines. The grandfathered guidelines are effective immediately and shall continue in effect until such time as they are rescinded in writing by the Architectural Control Committee (ACC).

Owners must submit a Grandfathered Structure request by July 28, 2006, via [www.eagleridgeoa.org](http://www.eagleridgeoa.org) for any of the fore mentioned structures in the Eagle Ridge Owners Association ACC guidelines. Any structure not listed in the above guidelines must be removed by August 31, 2006. If the structure in violation is not removed the owner will be subject to the EROA violation and fines policy.

NOTE: Structures must be in good condition to qualify as a grandfathered structure.

The owner will receive a letter from Eagle Ridge Owners Association approximately 30 days from the date of the grandfathered structure submittal. The letter will outline the structure that has been grandfathered per the grandfathered structures clause. If the structure submitted does not comply with the grandfather clause, the owner will receive a letter stating the exception.

Any grandfathered structure that is replaced or repaired after the date of the ACC guidelines adoption; owners must follow the current Eagle Ridge Owners Association guidelines. If above guidelines are not followed, the Board of Directors reserves to the right to ask the owner to remove the structure from the property.



### Other Structures

Owners may submit an ACC request if they are unsure of the guidelines for a specific structure or a structure that is not outlined in the ACC Guidelines document. The ACC committee shall review such requests and respond within 30 calendar days unless stated in the specific section pertaining to a specific project. If a request does not require ACC or Board approval per the ACC guidelines or other means, the ACC committee may respond to owners via U.S. Mail or e-mail with such information.

The ACC committee and the Board of Directors reserve the right to determine if a modification, existing structure, or new structure is in violation of the EROA ACC guidelines and request the removal of the structure or improvement. The ACC committee or Board of Directors may reject a request based on the above guidelines, covenants, bylaws, or city restrictions.

If any owner does not comply with these guidelines, the owner may be subject to the EROA violation and fine policy, unless otherwise stated.

