The Views
Architectural Guidelines And Review Procedures

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ARCHITECTURAL GUIDELINES AND REVIEW PROCEDURES FOR THE VIEWS

MISSION STATEMENT

It is the mission of the Architectural Review Committee (Committee) to preserve the inviting appearance of The Views as a single-family community by administering architectural standards for the design of new and modified homes, to protect the environment, (trees, ground water) and to protect and enhance the property values of all homes and structures. The aesthetic and ecological quality of the Property requires that all Improvements be compatible with other Improvements and be in harmony with the natural surroundings. To this end, an Architectural Control Committee (sometimes hereinafter called the "**Committee**") has been created as described in Article VII of the Covenants, Conditions and Restrictions for The Views. The Architectural Control Committee has the responsibility to carry out the goals and functions that have been adopted, and are described below, and which may be amended from time to time.

OBJECTIVES

The goal of the Committee is to encourage the construction of Improvements of good architectural design, quality and proper size compatible with Declarant's conceptual plan of the construction of homes which are customary to the Texas Hill Country. Improvements should be planned and designed with particular attention to the design and aesthetic appearance of the exterior and the use of such materials as will, in the judgment of the Committee, create an attractive and harmonious blend with existing Dwellings and the natural surroundings. The Committee may disapprove the construction or design of an Improvement on purely aesthetic grounds where, in its judgment, such disapproval is required to protect the continuity of design or values of the neighborhood and of other homeowners, or to preserve the serenity and natural beauty of any surroundings. Prior judgments regarding such matters of design or aesthetics shall not be deemed binding upon the Architectural Control Committee if such Committee feels that the repetition of such matters will have an adverse effect on the Property.

STRATEGIES

Encourage property owners to become orientated to review guidelines and the building process for new home construction in The Views. Encourage a preliminary review of plans to minimize expense and lost time. Approve building plans and site plans for homes that are appropriate for the lot size, topography and easements. Approve plans, including architectural design, materials, textures and colors that are in harmony with the land and with existing structures in the vicinity of the proposed construction. Approve plans for exterior lighting, which will limit the wasteful broadcast of light, preserving "dark skies". Inspect staking at sites to insure compliance with approved plans. Make recommendations for changes of the Architectural Review Standards and Guidelines and Review Procedures to The Views Board of Directors.

I. PURPOSE

The purpose of these guidelines is to outline for property owners, architects, and builders, information and requirements, which will be useful in the design, construction, and maintenance of homes and ancillary structures in The Views. The material contained herein and related materials in the General Declaration of Covenants and Restrictions, Amendments and Supplemental thereto, should be studied carefully before design work is started. As with any continuing system, these guidelines will be modified and updated on an ongoing basis to promote the standards established by the Covenants and Restrictions.

II. DEVELOPMENT PHILOSOPHY

The Views is a residential community that has been professionally planned to provide residents a pleasant and relaxing environment in which to live. Roads and lot boundaries have been positioned so homes may be located to take advantage of exposures and existing trees, with minimum disruption to the property, neighboring properties and the environment. Throughout the planning and development process, attention has been given to quality, detail, and preservation of the natural beauty of the land. This care in planning and development has placed The Views in a posture to evolve as an aesthetically pleasing community. The degree to which this is achieved is very much dependent upon the attention property owners give to the design of their homes. The architectural review process has been established to help ensure that each home will contribute to, rather than detract from, this goal. The Committee has been created to administer the process in accordance with the Covenants and Restrictions.

III. THE ROLE OF ARCHITECTURE

The Committee believes architectural flexibility should be retained and a variety of appropriate home styles would benefit the community. Each individual home site should dictate the way in which architecture will best complement nature's forms, colors, and textures. Design solutions not consistent with the natural surroundings are to be avoided. A balance of creative design that respects the unique, rural atmosphere of the Hill Country is of prime importance. The architectural criteria which are listed in these guidelines are intended to promote property values and general design themes without unnecessarily limiting the variety of successful home and site designs. We shall reevaluate continuously the architectural styles, materials, colors, and techniques at The Views to determine those which have served us well and those that have not, so that we can encourage desirable qualities. It is important to keep in mind that the APPROVAL OF A SPECIFIC HOME OR FEATURES OF A HOME OR OTHER STRUCTURES SHOULD NOT BE CONSTRUED AS SETTING A PRECEDENTS FOR REPETITION. Because of the unique nature of real estate, any approval or procedure adopted by the Committee for one lot or one owner shall not restrict the Committee's right to grant a different approval or procedure for another lot or another owner.

A. Orientation Process

The Architectural Review Guidelines and Review Procedures pertain not only to new construction, but also to additions or alterations to existing homes. Property owners must go through the architectural review process for any and all exterior changes to their house and property. The Committee would like to eliminate any confusion property owners may have concerning the architectural review process as it pertains to new construction and remodeling. Therefore, we encourage a preview meeting be scheduled with the Committee before proceeding with the design and construction of the home or addition.

IV. PLANNING YOUR HOME

It is strongly recommended that you consult with an architect, preferably one who is familiar with the community concept plan. A home should be designed for a specific site and for the particular needs of its occupants. Committee approval of a plan should in no way be regarded as a substitute for such investigation or as a guarantee of satisfaction. While an owner is free

to use any builder they choose, the Committee also offers a list of preferred builders to assist property owners in building their new home.

V. ARCHITECTURAL CRITERIA

The criteria outlined hereafter reflect the architectural elements which should be considered in the design and siting of your home. The Committee uses these guidelines in the plan review process. One caution: the overall impact of a design involves issues of taste and judgment which cannot be completely reduced to measurable standards of size, setback, roof pitch, etc. A home which meets all the numerical criteria may be unacceptable for The Views, if its overall aesthetic impact is unacceptable as determined by the Architectural Review Committee.

A. Lot specifics

Construction of the primary home and all ancillary structures must be contained with the identified building envelop. A single structure on adjoining lots may be approved with legal interpretation and deed restrictions.

B. Primary Dwelling

The minimum living area is defined as the finished areas, excluding garages, patios and breezeways. The design of the structure should be kept within the height of a two (2) story house, with a maximum height of thirty-five (35) feet from ground level, be built only within the building envelop indicated on the property deed, and not be less than 1500 square feet for a one-story primary dwelling and 2000 square feet for a two-story primary dwelling. After approval of any plans for the construction of a single-family residence in The Views, the property owner is advised that, should any changes or modifications of the approved plan be made during or after construction, such changes or modifications must be approved in advance of any construction by Committee.

Modular and precut homes, mobile homes, or homes with temporary foundations will not be approved. Any modifications made to any existing single-family residence which would add one or more bedrooms to said single family residence require the approval of the Committee. Both finished and unfinished rooms suitable for future use as bedrooms will be counted as bedrooms. Suitability for such use will be governed by county codes and Committee requirements for septic system sizing, if applicable.

C. Styling

No single architectural style has been dictated for The Views, but the objective is for the house be harmonious with the surrounding environment. Consider the existing natural elements (slopes, trees, and views), as well as the design and location of the neighboring homes. Preliminary consultation with the committee will save time and minimize problems if there are questions regarding styling.

D. Exterior Design

In evaluating the exterior appearance of a home, the Committee takes into consideration all of the elements of design that contribute to a successful design solution, including, but not limited to:

1. Size/Placement/Utilization - Relationship of proposed construction to existing natural and manmade features; effect on the streetscape, common open space, drives, parking, and landscape treatment. Septic systems are regulated by Gillespie County code. You should contact a professional engineer or licensed septic installer to determine the optimum type, size and location for your septic system before deciding on the size of the house and its location.

2. Scale - Relationship of the proposed structure site size in terms of lot coverage, height, width, and overall visual impact.

3. Windows, Doors, etc. - Relationship of exterior openings (doors, windows, etc.) to the solid portions of the design and to one another, compatibility with the design of the home, materials used, and the manner in which the fenestration is detailed. Proportion of the size of windows so they relate to the scale of surrounding wall and to each other.

4. Roof scape - Roof color, texture, projections and overhangs, mechanical equipment, vents, vent covers, etc., will be considered an integral part of the design and should be treated as such. Metal, cedar shakes, slate or earth tone asphalt shingles are preferred as roofing materials, but the Committee may approve other materials, if texture and color are satisfactory. Single tab and 3-tab shingles will not be approved. Gutters, if used, should blend with trim colors. (If considering roof mounted solar panels see Section S.)

5. Aesthetics - Overall design quality.

E. Exterior Materials and Colors

The choice of exterior materials and colors is extremely important. The fewer colors utilized on the exterior of a house, the more cohesive the structure becomes, contributing to the objective of fitting a house into its site. The Committee prefers color palettes of natural colors. Examples of appropriate materials are rough sawn woods, stone, stucco, and Hardie siding that is textured to appear wood-like. Metal siding with minimal usage will be considered. Vinyl, aluminum, Masonite and most conventional brick will not be approved as an exterior siding material. The house style will, in most instances, dictate the proper range of materials and colors. Trim colors, facia, etc., are to be transitional and blend roofing to siding without highlight

or drawing attention. All roof penetrations, except chimneys, (i.e. plumbing vents, exhaust vents, pipes, flues, etc.) must be located on the least visible side and painted to match the roof. Vents penetrating exterior walls will be painted to match siding or trim as appropriate. Many settings in The Views lend themselves to the extensive use of glass in the form of large windows or sliding glass doors. This is considered quite appropriate, as it permits the outside to become an integral part of the home. All storm/screen doors should be compatible with exterior house colors.

F. Elevation

No more than 18" of exposed concrete foundation will be approved. Where grades permit, it is recommended siding be within 6" of grade.

G. Driveways and Culverts

Where driveway lengths are unusually long, gentle curves will enhance the overall appearance. The first 50 feet of all driveways must be composed of a hard material (concrete, asphalt, paving stones.) The remainder of the drive must be a hard surface or crushed stone. When installing colored driveways, a color sample must be submitted to the Committee for approval before installation. Only colors that blend into the natural surroundings will be approved. Most lots require culverts so as not to impede the flow of water through drainage ditches near the lot. Requirements are as follows:

Driveway Drainage	**Pipe Requirements**
Lot Number (Road)	**Equivalent Pipe Diameter (Inches)**
Lots 1-8 (Views Boulevard)	18-inch
Lots 15-20 (Views Boulevard)	18-inch
Lots 21-33 (Far View Road)	18-inch
Lots 34-35 (Far View Road)	24-inch

The cost of culvert installation is the responsibility of the property owner.

H. Vehicle Parking

All vehicles, other than those of temporary guest, must be housed within an enclosed structure, a carport or an area which prevents the viewing by sight thereof from adjacent Lots or streets. The openings to structures which house, or in which is stored, any motor vehicle, motorcycle, boat, trailer, recreational vehicle, or similar equipment or machinery, whether or not the structure is attached to the Dwelling, shall not face an adjoining street and the contents of the structure shall not be visible by sight from the adjoining street or other Dwellings.

I. Garages

The Committee requires property owners make provision for a garage (attached or unattached) and show its location on the site plan. A garage must be considered an important aspect of the overall design and thus should include a window(s) or architectural feature on elevations viewed by others. Garage materials and colors

must match other exterior materials and colors. Garage door(s) must match siding or trim color or be of a blending architectural design (i.e. glass panel doors.)

J. Building Setback Lines

No part of any structure (including retaining walls) may fall outside of the predetermined building envelop designated in the property deed. Homes need not be centrally located within the envelop, and owners should look at all parts of the envelop for the optimum building sites for the home and ancillary structures. "Structure" shall mean any structure or non-naturally occurring improvement erected or constructed, which will require a permanent location on or in the ground, or is attached to something having a permanent location on or in the ground.

K. Fences

Plans and sketches detailing the material to be used and location of any proposed fence shall be submitted to, and subject to the approval of, the Committee. All permitted perimeter fences shall be made of "no-climb" wire on 10' centers, or a decorative rail fence (e.g. split rail or cross rail.) The front perimeter fence will have a minimum 50' setback.

L. Ancillary Structures

A maximum of two ancillary structures per lot (including a detached garage) is permitted by the Covenants and Restrictions. These include, but are not limited to pool houses, storage buildings, workshops, barns. "Structure" shall mean any building, construction, or non-natural improvement erected or constructed, which will require a permanent location on or in the ground, or is attached to something having a permanent location on or in the ground. An ancillary structure utilized as a dwelling for residence, temporary or permanent, must be a minimum of 500 square feet in area. Plans for construction of these structures must be submitted to the committee for approval before construction. Tennis/sports courts or other recreation structures are not considered ancillary structures and will be considered separately. However, all such structures must be approved by the Committee prior to the beginning of construction. Metal, plastic or vinyl sheds or barns are prohibited. In all cases, all structures must be in architectural harmony. (For example, roof pitch, styles, colors, siding, windows, doors, siding, etc.)

M. Landscaping and Existing Trees

Site planning and clearing should be accomplished, insofar as is feasible, in a manner which respects and preserves existing trees, vegetation, and land contours. The removal of any tree, dead or alive, over 6 inches in diameter requires the approval of the Committee. Trees immediately adjacent to the construction site must be protected by your contractor to avoid damage. TREE PRESERVATION: The Texas Hill Country continues to experience oak wilt in many areas, including Gillespie County. The Committee discourages the removal of existing trees, encourages planting various species of trees and strictly prohibits the pruning of oak trees, except during periods of the year which are deemed safe to do so. (Check with Association for those dates.) During those periods, the pruning of oaks requires a sealant be sprayed on the cut area immediately after pruning.

A landscape plan shall be submitted along with your construction plans. Lots with little or no natural foliage require supplemental landscaping. Such features as ornamental rocks, statues, brightly colored or conspicuous lawn ornaments or exotic horticultural varieties which are not harmonious with the natural setting will not be permitted. The Views Association encourages homeowners to consult with a landscape architect. Detailed landscape plans shall be drawn not smaller than 1/8" = 1' scale.

N. Exterior Lights and Sound Systems

One of the gifts offered to the residents of The Views is the beauty of our night sky. Very bright, harsh exterior lighting is not in keeping with this concept of our night sky enjoyment and can be offensive to neighboring properties. The Architectural Guidelines seek to find a balance between this vista and everyone's safety and enjoyment. Farm lights, flood lights, and high intensity security lights will not be approved. Post lights should not exceed 6' in height to the top of light fixture, and the light source must be directed downward and of sufficiently low wattage (60 watts incandescent maximum) to reduce glare. Direct glare shall be minimized through the use of sufficient shrouding or opaque glass so that the light bulb is not visible through the glass and cannot exceed (60 watt incandescent). No fixtures with clear glass lenses will be approved.

General Requirements: All exterior lights are to follow "lights on" at or near dusk and "lights off" by 11 p.m., unless the homeowner or guest is not in the house, but is returning that evening. Motion sensor lights can remain ready for use at all hours and eliminate the need to manually control compliance, therefore the use of motion sensor lights is strongly encouraged. Solar or low voltage lights can remain on from dusk to dawn, provided they are very low wattage. All night lighting in the form of solar lights is permissible for safety purposes only (i.e. walkways, driveways & stairs). Residents are encouraged to stay away from blue lights & should use warmer hues of yellow & soft white. Strategic, maximum spacing is required.

In keeping with desired peace and enjoyment of the natural beauty of The Views, all exterior audio speakers must be kept at a low volume to avoid disturbance of neighbors.

O. Swimming Pools, Hot Tubs, Ponds & Outdoor Spas

All pools, hot tubs, ponds, and outdoor spas must relate unobtrusively to the house, lot, and neighboring properties. Hot tubs must be screened in a manner that shields the tub in all seasons from view of neighboring properties and roads. Detailed plans for any swimming pool, pond or deck area must be submitted to the Committee for approval. Professional design assistance is recommended. A pool must have an approved fence completely surrounding it. Above ground pools will not be approved.

P. TV and Internet Satellite Dishes and CB/Ham Radio Antennas

All satellite dishes and antennas when attached to the home or mounted on a pole on your lot must be approved before installation. Satellite dishes when attached to the home must be placed in the most inconspicuous location as possible and still provide

reception. For satellite dishes that require a pole mounting, the location of the pole must be out of all utility easements and front setback areas. Landscaping screening will be required to screen the dish/pole from view from roads and neighboring properties. Satellite dishes that need to be relocated or if you change providers – need to be approved before they are relocated or installed. No aerial antenna exceeding 20' in height will be approved.

Q. Fuel Tanks

Fuel tanks must be screened from view with fencing that matches the siding on your home or with evergreen landscaping. All tanks must meet National Fire Protection Association (NFPA) and State Codes for installation procedures and distance from the house. Location and screening of LP tanks must be shown on the site plan and submitted to the committee for approval.

R. H.V.A.C. Units

Through wall heating, venting, piping, mini-split systems, H.V.A.C units must be painted, shielded or shrouded to match existing exterior colors. The H.V.A.C units must be shielded or screened to conceal the units.

S. Solar Energy System

These guidelines are intended to be general in nature. The Committee is concerned with esthetics. We recommend solar panels be mounted as inconspicuously as possible. This guideline is intended to include photovoltaic, hydronic & other solar energy devices. All systems will be considered on a case-by-case basis.

1. Solar panels should not be highly visible from neighboring properties or roadways.

2. Panels will be mounted and installed parallel to the roof and will stand no higher than six inches from the roofing material.
   a. Arrays shall be arranged to be compatible with the roof design.
   b. Roof color, frames, and solar panels should be coordinated.

3. A Special structure can be allowed to locate grid below roof peak on back side of roof, if needed. The grid can be properly aimed for efficiency. Sun tracker devices can be utilized.

4. Ground mounted units are discouraged, but if utilized, should not be visible from neighboring properties or roadways. Tree removal will not be allowed. The location must be out of all utility easements. Sun tracker devices can be utilized to optimize efficiency.

5. Wiring and all affixing appliances will be installed in an inconspicuous manner.

6. A sample or illustration of the proposed solar unit, which clearly describes the unit, defines the materials used, and illustrates the location of the unit must be submitted to the Committee for approval.

T. Decks

All decks must be drawn and included with the house plans that will be submitted to the Committee for approval. Include dimensions and height of deck above the ground. Lattice work and/or evergreen landscape screening is recommended for all decks; however, it is required if applying for under deck storage.

U. Doghouses, Runs, Animal Cages, and Pet Access Doors

Doghouses must be compatible with the Owner's house in color and material and must be located where they will be visually unobtrusive. Dog runs are small fenced areas within a rear yard for dogs requiring more security, Invisible fencing is strongly recommended. Dog run fencing must be one of the approved styles. Chain link or woven wire fencing will not be approved.

V. Exterior Decorative Objects, Yard Art, Seasonal Decorations, Holiday Decorations

All "yard art" or any other decorative element or object visible from the street and neighbors, that is intended to be displayed for longer than 60 days, must be approved by the Committee. Approval is required but not be limited to wagon wheels, sculptures, fountains, lighting, light fixtures, stumps, driftwood, free standing poles of all types, decorative signs, gingerbread and/or additional moldings, which are attached to approved structures. Exceptions are birdhouses, bird feeders or birdbaths. Flagpoles for the display of the American flag and/or a state flag, being reasonably proportioned to the house, are also excluded from requiring approval. To gain approval a completed application requires the following information:
1. Site plan showing the relation of object to the house, property line, and adjacent neighbors.
2. Picture and/or detailed drawing of object to include dimensions.
3. All special features such as, but not limited to, rotating objects, shooting water, rolling units, etc., must be specified. 4. Color and material of object. 5. Estimated start and completion date where construction is required. Holiday decorations do not require approval but are limited to lights, greenery, wreaths, and decorations appropriate to a given Holiday. These decorations shall be displayed no longer than 30 days, including a maximum of 7 days immediately following the specific holiday. The exception is Winter holiday decorations which may be displayed between November 15and January 31. Seasonal decorations may be displayed as follows: Winter Holiday – November 15 to January 31; Winter – December, January and February 16; Spring – March, April and May; Summer – June, July and August Autumn – September, October and November Non-compliance will result in a monthly fine of $150 until the property is brought into compliance.

W. Flags

The American flag and/or a state flag plus one additional flag may be displayed on each developed property. Flags includes any flag made of fabric or cloth displayed from a staff or flagpole or in a window. They are not a depiction or emblem made of lights, paint, roofing, siding, paving materials, flora, or balloons, or any other similar building, landscaping, or decorative component. Flags may not be suspended between trees, poles or shrubs. They cannot be hung from or on any structure unless they are displayed on a staff mounted to the structure. They must be reasonably

proportioned to the house. Non-compliance will result in a monthly fine of $150 until the property is brought into compliance.

X. Mailboxes and Address Signage

Mailboxes are provided at the entrance to The Views and therefore are not permitted on individual lots. Gillespie County requires the posting of an address at the entrance of individual lots to assist in emergency situations. A address sign that is consistent with the landscape design is encouraged.

VI. SIGNAGE

The Views Association generally opposes the use of signage in The Views because of the potentiality of detracting from the natural beauty and aesthetics of the community. However, the Board recognizes the necessity for the use of signage in limited circumstances.

A. Open House and Open House directional signs are
   a. Not allowed on public road right-of-way.
   b. Permitted on Association greenspace (i.e. the entrance) ONLY at time of Open House operating hours.
   c. Prohibited on privately-owned lots that are not part of the sale for which the sign is intended.

B. Contractor, Service and For Sale Signs
   a. During construction, the contractor and a Seller may each display a sign. Upon completion of the structure or occupancy, the contractor's sign must be removed. Only one Realtor's sign per lot is allowed.
   b. Subcontractor or service signs are allowed only during construction. Small security signs are allowed within 10 feet of the structure.
   c. For Sale signs are allowed on a lot advertised for sale. One sign is allowed on a single lot, and two (2) signs are allowed on lots bordering two streets. Upon the signing of the sales contract by both Buyer and Seller, a *sale pending* or *under contract* sign may be attached to the existing realtors For Sale sign. All signage shall be removed within 48 hours after the closing of the sale. Realtor signage shall be removed within 48 hours after a listing contract has expired and not been renewed.

   d. Signs are prohibited on public road right-of-way and Association greenspace.

   e. Illuminated signs are prohibited.

   f. Signs and framework cannot exceed a maximum of six square feet and cannot be more than six feet in height from ground level.

   g. The name, address, and/or telephone number of the property owner or duly authorized real estate agency and one agent name rider may be displayed.

   h. Contractors may not display signs on vacant lots.

   i. Signs shall not be placed on trees, buildings or temporary structures.

   j. All Realtor signage that is not well maintained, that has fallen down, or that is in general disrepair may be subject to collection by the Association representative. The Association will advise the Realtor office as to the signage picked up and the Realtor's office will be responsible for communication to each individual agent.

C. Political Signs

   a. May be placed not more than 60 days before an election date and must be removed no later than 7 days after the election date.
   b. Only one sign per candidate and one sign per issue may be displayed.
   c. May not contain derogatory statements.

d. Must be professionally printed.
e. Signs and framework cannot exceed a maximum of six square feet and cannot be more than five feet in height from ground level.
f. Are prohibited on Association greenspace.
g. Must be staked in the ground and shall not be placed on trees, buildings or structures.
h. May not have any moving or rotating parts, nor have streamers, pennants or balloons attached or be illuminated.
i. Pertaining to this specific section only (Political signs), flags and banners are not considered signs and may not be displayed for political purposes.

D. Garage Sale/Estate Sale Signs
a. Are allowed for up to 48 hours and must be displayed on the property of the sale only.
b. Signs and framework cannot exceed a maximum of six square feet and cannot be more than five feet in height from ground level.
c. Only one sign may be displayed.
d. Directional signs are not allowed.
e. May not have any moving or rotating parts, nor have streamers, pennants or balloons attached or be illuminated.
f. Must be staked in the ground and shall not be placed on trees buildings or structures.
g. Are prohibited on public road right-of-way and Association greenspace.

VII. UTILITIES

Contractors must call J.U.L.I.E. (800-892-0123) before digging for utility locations.

A. Septic System Approval

Sewage treatment will be by means of sanitary septic systems. All septic system plans must be designed by a professional engineer or licensed private sewage disposal installer and approved by the Gillespie County Wastewater office. No portion of any driveway or structure shall be placed over the seepage bed. Three sets of plans should be created, one for the County, one for the Committee and one for the property owner. Once approved by the County, a copy of the approval certificate must be submitted to the Committee. House plans that show the potential for additional bedrooms may require increased septic capacity. Both finished and unfinished rooms suitable for future use as bedrooms will be counted as bedrooms. All septic systems shall be sized in accordance with Gillespie County septic system guidelines.

E. Electricity and Internet

It is imperative that, before construction or excavation is begun, the property owner or contractor notify Central Texas Electric Coop (CTEC) and the Nextstream (Internet provider.) These companies will authorize their inspectors to locate any existing underground cable, so excavation will not cause any cable damage. Application for electric service and Internet service should be made directly to each of the utility companies.

VIII. CODES AND ORDINANCES

All construction must comply with the current applicable governmental codes. Neither the Committee nor the Association assumes any responsibility for the design, structural integrity, construction quality, safety or applicable code compliance of proposed structures or improvements. The property owner has sole responsibility for adherence to plans and specifications approved by the Committee. The Association reserves all rights and remedies in the event that the property owner or the builder/contractor/agent has failed to adhere to approved plans and specifications approved by the Architectural Review Committee.

IX. ARCHITECTURAL REVIEW PROCESS

Plans for all new construction, subsequent alterations or additions must be approved by the Architectural Review Committee prior to beginning construction. If, during construction, modifications to previously approved plans become necessary or desirable, application for modifications are to be submitted promptly to the committee for review and approval prior to implementation. A compliance deposit is required before construction begins. All or part of this deposit may be retained by the Association if the process outline is not followed.

A. Application Procedure and Documents to be Submitted

1. Meetings - Applicants should contact the Architectural Review Committee for the date of the meeting that their plans will be reviewed. Attendance is not required but encouraged.

2. Application Form - Applications for review shall be submitted to the Committee in accordance with the current meeting schedule. Applications shall be made on forms available from the Committee and submitted with other information required for building plan approval. The application must be signed by the owner, the contractor/builder, and the architect/designer and include a Compliance Deposit of $1000. A preliminary review of building plans may be given by the Committee. However, construction cannot begin until final building plans and all other required items have been reviewed and approved by the committee, and a building permit issued and posted on lot. Incomplete applications and plans will be returned without action by the committee.

3. Site Plan - Three copies of the site plan, drawn at a scale of 1” = 20’ that is based on a plat of survey that has been prepared by licensed surveyor. A stamped copy of the survey must be included with the site plans. The site plans must include the following:

a. Existing lot elevations. (Topo)

b. Building and setback lines.

c. Location of all proposed structures.

d. Measurements from boundaries of the building envelop.

e. Location and elevation of adjoining road.

f. Location of driveways, parking areas, walks, patios, decks, fuel tanks, and fences.

g. Proposed finished grades at the corners of all proposed structures.

h. Proposed finished grades for the lot.

i. Identify significantly sized trees (4” or larger in diameter) dead or alive, with orange surveyor tape, that will need to be removed outside of house footprint.

4. Staking - Staking of the house on the lot must:

a. Be completed five days before meeting date.

b. Match exactly the location and numbering on the site plan, including decks and porches.

c. Utilize stakes at least 1” x 2” which extend at least 30” out of the ground.

d. A minimum of four-numbered stake locations at house corners which correspond to the numbered stakes on the site plan. Including staking of side and rear lot lines every 30 feet around perimeter of lot. (Variances may be allowed for larger lots.) Also stake any required setbacks. Include a stake within the footprint at the primary entry of home showing main floor level elevation and identify with a mark. Identify with orange ribbon any trees that are 4” or larger in diameter that are to be removed outside of house footprint including those to be removed for septic systems and driveway and/or parking area.

5. Inspection

Committee inspection of the site plan and staking will take place during the five-day period prior to the review meeting. A report will be submitted to the Committee for review along with the building plans. The report will note 1) any discrepancies from site plans, and 2) any site conditions relevant to the review process. Any and all proposed changes from approved house location must be resubmitted to the committee for approval before construction. The owner or contractor shall notify the Committee when excavation starts. Notwithstanding the inspection process, the lot owner is fully responsible for accurate location of houses on lots. The Committee documents the pre-construction site with photographs.

6. Building Plans – Three sets of detailed legible plans are required.

a. House plan drawings should be at a scale of ¼” = 1’ and not less than 24” x 36”. Plans must include detailed floor plans, including room use designations. Both finished and unfinished rooms suitable for future use as bedrooms will be counted as bedrooms. Square footage of living area floor space must be indicated.

b. Elevation drawings of all exterior sides of the house. The elevations must show the relationship of the home to existing and proposed grades and all floor lines. Compass points must be used in identifying elevations.

c. Show all patios, decks, fences, and other structures.

d. Indicate roof pitch.

e. A complete description of all exterior surfaces specifying material and texture is to be indicated on the drawings.

f. Show all exterior lighting fixture locations.

7. Submission of Building Materials

The following information must be supplied on the Application form:

a. The color and description of roofing materials to be used.

b. The type of siding and trim with chosen color to be used.

c. Detail of any other exterior materials to be used.

d. The material and colors of all exterior doors (including garage door) and windows to be used.

8. Septic Plan - Three copies of the septic plan (with County approval) must be submitted.

9. Detailed Landscaping Plan – Three copies must be submitted.

10. Building Service Fee – Building Service Fee of $150.00 must be included with the Application and checks should be made payable to The Views Association and submitted with the plans. If plans are not approved, the Building Service Fee will be refunded. The application fees when filing for an extension of the eighteen (18) month construction deadline will be $150.00, with a maximum extension of 12 months allowed. If the structure is not completed within the designated deadline of 18 months, plus any extensions, The Views Association will notify owner of the areas of noncompliance and a fine will be levied of $500.00 per month from the date of expiration of permit or extension deadline, until the structure is completed in accordance with the approved plans.

a. Additions, including those made to any existing structures, garages and other outbuildings above 500 square feet require a project plan, a $150.00 Building Services Fee, made payable to The Views Association, and a $1,000 Compliance Deposit. If addition/attached exterior alteration is not completed by the end of 6 month time period, an extension application is required with a fee of $150.00 per month for each month of the extension needed up to 9 months. After 9 months, a fine of $500 per month is levied until said completion.

11. Refundable Compliance Deposit Fee – The compliance fee must be maintained at the $1000 level, and any changes made to the home during the building process without the approval of the Architectural Review Committee are subject to a fine of no more than $500 per occurrence and the compliance fee must be maintained at its original level. The withholding of the Compliance Deposit Fee does not relieve the obligation of the property owner/contractor to submit an application for such change(s) or from correcting unapproved changes made, nor does it guarantee that such changes will be approved by the committee. This fee is not refundable if the property owner:

a. Makes any significant exterior changes in the approved plans without obtaining the required supplemental approval prior to doing so.

b. Violates the Architectural Guidelines and Review Procedures.
c. Disregards the rulings of the committee.

12. LP Tank Location and Screening Plans – The location of the LP tank must be shown on the site plan. Screening of the tank must be detailed and match exterior of home.

13. Summary of Items to be Submitted for Plan Review:

- Application for building plan approval.
- Building plans – 3 sets.
- Approved septic plan & permit – 3 sets.
- Site plan – 3 sets.
- Landscaping plan - 3 sets.
- Building Service Fee.
- Compliance Deposit Fee.

B. Architectural Review Committee Response

1. The committee has a period of 30 days to review and take action on plans. This period will commence when the Committee has received complete plans and the review fee. The committee will not start the review process until all required items have been received. Once an owner's plans have been fully considered and approved, a written confirmation of approval, one complete sets of plans with stamped approvals, and a building permit will be returned to the owner or agent. The third set of plans will be retained by the Committee. The Views building permit must be displayed on the front right corner of the property line. The property address number must also be displayed on this post.
2. The Committee may reject a plan entirely, or it may disapprove only specific parts of a plan. The committee can reject an application based on the determination of its members, for any of the following reasons which the committee deems appropriate. 1.
    a. Insufficient information to adequately evaluate the design or design intent.
    b. Poor overall design quality.
    c. Incompatible design elements.
    d. Inappropriate design concept or design treatment.
    e. A design found to have an adverse effect on the character of The Views or its residents.

3. Construction

    a. Pre-construction Activities
        i. No lot is to be cleared or construction otherwise started without written approval of the plans for that lot by the Architectural Review Committee. The building permit must be displayed.
        ii. The builder, lot owner, or architect should ensure availability of all utilities. It is your responsibility to contact the appropriate utility company and apply for service to your lot. Contractors must call J.U.L.I.E. (800-892-0123) before digging for utility locations.

iii. There is no dumping area available at The Views, nor is there a pit for obtaining fill dirt. Provisions for these services must be made from other sources.
iv. No building materials or equipment may be stored on any lot prior to the commencement of construction. Doing so will constitute the commencement of construction but only on a permitted lot.

b. During Construction
   i. Care should be exercised to protect all trees from equipment damage and/or back filling.
   ii. The use of adjoining properties for access to the site or for the storage of materials, without the written permission of the adjacent property owner that is filed with the Architectural Review office, is forbidden. Contact the Committee for assistance with obtaining written permission.
   iii. The storage of materials must be as inconspicuous as possible. Cleanliness will be practiced, and contractors are required to make frequent cleanups of surplus materials, trash, wrappers, etc. On site dumpsters are required. Unsightly building sites constitute nuisances to the community and will be handled according to the Covenants and Restrictions. Littering of roads, greenspace, and other common properties at The Views is prohibited.
   iv. Parking of vehicles by the contractor, subcontractors, workmen, and construction material delivery personnel shall be upon the construction site and not on the sides of the roads. Parking on other private property is prohibited without the written permission of the property owner which is filed with the Architectural Review office.
   v. Noisy construction activities will be limited to 7 a.m. to 6 p.m. Monday through Saturday and 10 a.m. to 5 p.m. on Sunday including, but not limited to the use of power tools, radio equipment, landscaping or yard maintenance equipment, construction equipment such as dump trucks, fork lifts, end loaders, excavators, etc. Sounds from radios or other non-construction activities that can be heard from adjoining properties constitute a nuisance and are therefore prohibited. Customary construction sounds shall not be construed as a nuisance.
   vi. The committee will carry out periodic in-progress inspections to ensure adherence to approved plans.
   vii. Burning Regulations – The Gillespie County Fire Department and the Views Association must be notified before any burning of on the work site. The following activities are not in violation of burning regulations:
      1. The open burning of landscape waste, but only
         a. On the premises on which such waste is generated.
         b. When atmospheric conditions allow (no wind.)
      2. Landscape waste is defined as any vegetable or plant refuse (except garbage and agricultural waste) which

includes trees, tree trimmings, branches, stumps, brush, weeds, leaves, grass, shrubbery and yard trimmings. All other wastes shall be contained in an on-site dumpster which shall be removed to a proper landfill when filled. No such other wastes shall be disposed of in any Association-owned dumpster site. All burning of landscape waste shall be properly supervised by the owner or the owners' designee. No burning after dusk.

viii. It is not required that construction begin immediately upon approval of plans, however construction must be completed within 18 months from commencement of construction. Additions & building improvements must be completed within 6 months. No structure shall be deemed completed until installation of approved landscaping

ix. The property owner and contractor are responsible for:
    1. Removing all building debris from the site and surrounding area.
    2. Removing all signs.

4. Post Construction Remodeling, Additions, or Changes

Any changes to the exterior of the home, its footprint, or the addition of bedrooms on the interior, require the same kind of approval as new construction. This includes things as simple as adding stairs to your deck, or enclosing a screened porch. Property owners considering any remodeling, additions, or other exterior changes, should contact the Architectural Review Committee.

X. MAINTENANCE REQUIREMENTS . Property ownership includes the responsibility for continued maintenance of all structures and grounds which are a part of the property. This includes, but is not limited to, items such as mowing grass, removal of trash, and structural maintenance. Non-adherence to these requirements will result in HOA action to correct the violation.

A. Dumping of pet droppings, debris or lawn clippings on common areas or open space is prohibited.
B. The storage of lawn equipment, barbeque grills, etc. is not permitted in the front or side yard. All such items must be stored either in the garage, approved storage shed, or back yard screened from view of adjacent properties. Decks or patios may be used for the storage of items such as grills and outdoor lawn furniture which are normally used on the deck.
C. Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and playground-type equipment. The following cases represent some general conditions which would be considered a violation of the covenants:
    a. Peeling or faded stain/paint on exterior siding and trim.
    b. Playground equipment which is broken or in need of repainting.
    c. Fences with broken or missing parts.
    d. Sheds with broken doors or in need of painting or other repairs.
    e. Decks with missing or broken railings or parts in need of re-staining.
    f. Concrete or masonry block foundations in need of repainting, re-surfacing or repair.

The Architectural Review Committee expects that all residents will do necessary maintenance to prevent any of the cited conditions from occurring in The Views. The above list is representative of violations, but is not inclusive. Lawns and turf areas need to be mowed and trimmed at regular intervals, and landscaped areas aesthetically maintained. If a lawn is noted as not being maintained, a letter will be sent to the member notifying them of the issue needing to be addressed. The member will be given 7 days from the date of the letter to address the issue. If the grass is not mowed within the 7 days the HOA will come onto the property and mow the lawn for the prevailing lawn mowing rate and a $150.00 fine will be charged. All fines will have to be paid by the next assessment period or that member will not be recognized as a member in good standing.

XI. FINES

Any violation of the Architectural Guidelines and Review Procedures is subject to fine.

XII. DISPUTE RESOLUTION PROCEDURES

Any dispute or claim which may arise from the Architectural Review Process and any actions for enforcement of these Guidelines shall be resolved through dispute resolution procedures adopted under the authority of Article XVII of the Bylaws of The Views Association.

XIII. HOME BUSINESS

No commercial business shall be conducted on any Lot except as may be authorized by the Association.