

THE WELLINGTON AT PRESTON MEADOWS HOMEOWNERS ASSOCIATION
EXTERIOR HOME AND LANDSCAPE GUIDELINES
(Homeowners responsible for obtaining any required Permits)

To request approval for a modified exterior improvement or modification, homeowners should complete and submit an Architectural Control Form (ACF) along with any supporting diagrams, photos, etc. to the HOA property manager at our current HOA management company. The ACF is available at www.wpmhoa.org.

Our current HOA management company will route the request to the Modifications Committee also known as the Architectural Control Committee (ACC), made up of a volunteer group of HOA homeowners. The request will be reviewed, and the owner will be notified in writing of the results. Allow thirty (30) days from delivery of complete plans (ACF) for the review. If you wish to challenge the ACC response, please contact our current HOA management company who will forward the request for review of the ACC's decision to the HOA Board of Directors.

Below are guidelines for common exterior improvements and modifications:

Roofs

The ACC must pre-approve all new Roofs.

- Weathered Wood Blend is the preferred color to maintain neighborhood style and aesthetic uniformity.
- All roofing must be architectural or High Definition Shingle 30-year or greater warranty (no-3 tab shingles).
- Other colors or roofing materials may be pre-approved based on coordinating schemes of the house.
- Roof vents should match shingles.
- All solar panels should not be located/or be seen from front of the house wherever possible and must receive pre-approval from ACC for placement before installation.

Walkways, patios, sidewalks and decks

The ACC must pre-approve all new walkways, sidewalks, decks and patios visible from the street or over the fence.

- Sidewalks should be kept clear of dirt, low hanging branches and debris for appearance and safety of the public.
- Front porch area should not have "stored" items like bikes, boxes, newspapers, etc.
- Redwood, cedar or other similar material recommended for patio covers and decks.
- Patios and sidewalks may be concrete, concrete stepping blocks, brick, concrete pavers, stone, or other similar materials.
- Patios and decks may not be located closer than 5 feet to any property line.
- The new deck/patio shall not alter the drainage patterns.
- Check with City of Plano for building permit requirements.

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Fencing

The ACC must pre-approve all fencing, replacements or alterations.

Fences should be maintained in good condition. Missing or damaged boards should be replaced within thirty (30) days of the date of damage or failure. Temporary propping-up of a downed or leaning fence is allowed for property security only for the period of time necessary to promptly repair or replace the fence.

- Wrought iron fencing is only allowed for properties adjacent to the creek. Color must be black and should not exceed six feet in height.
- Wooden fences shall not exceed eight (8) feet in height.
- Wood fencing, regardless of location should be constructed with the finished side out with no stringers, rails or posts visible from the street, common area (including channel).
- Wood fences must be constructed of spruce (or better); redwood or cedar materials preferred.
- Wooden fences should have slats, not diagonal or horizontal, between 4" and 8" wide.
- Fences should be stained with colors pre-approved by the ACC. Fences should be re-stained when fading reduces original color significantly. Red stain typically doesn't age well.
- Fence posts are to be set in concrete.
- When neighboring fences are different heights, the fence height should taper up or down to the common connection point with neighboring fence(s) for a smoother transition.

Retaining Walls

The ACC must pre-approve all retaining walls.

- All retaining walls should be constructed from wood, stone, rock or brick).
- All walls must be located within the limits of the property lines.
- All retaining walls must meet the following standards:
 - If up to 1 foot high, the wall must be 6 inches thick.
 - If 1 – 2 feet high, the wall must be 8" thick.
 - If 2 – 4 feet high, the wall must be 12" thick.
 - A building permit is required for retaining walls over 4 feet 0 inches in height (measured from the grade to the top) .
- Adequate drainage, reinforcement, backfilling, etc. is the responsibility of the homeowner
- Any metal/wood posts should not be visible in retaining wall along any public street; this excludes alley ways.

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Painting

The ACC must pre-approve all painting or staining.

- Homeowners should include color samples with ACC Form to obtain approval. All paint colors must be pre-approved prior to painting or repainting.
- Trim and siding colors must complement the masonry color on the house and typically should fall in the off-white, brown, beige or gray color palette and earth tones derivatives thereof. Bright primary and secondary colors and pastels are not permitted unless pre-approved by the ACC. Darker colors typically fade over time.
- Shutters, trim and front doors may be painted or stained in colors that complement the siding and masonry color on the house and are intended to accent or highlight architectural features. Bright primary and secondary colors and pastels are not allowed.
- Painting of brick's exterior is not permitted.

Pools and Spas

The ACC must pre-approve all pools and spas.

- The drawings should show the pool, setbacks/easements, mechanical equipment, screening, and fence locations.
- Fences, retaining walls, decks, and gazebos are to meet specific guidelines and require separate ACC approval.
- The plans should show water drainage direction. Drainage should go to the street or a designated location. Water cannot flow onto a neighbor's property. Drawings should show construction access. Any necessary access or easement approvals from other homeowners or entities must be submitted in writing.
- A City of Plano building permit is required.

Outdoor Buildings

- All outdoor buildings should have a maximum height of 8" feet. Wood, paint, and shingles (when applicable) should match the trim and roof of the house.
- Out (i.e., storage or recreational) buildings larger than 100 square feet must have a City of Plano building permit. Recommend contacting City of Plano for all outdoor buildings for property line setback guidance, etc.

Mailboxes

Mailboxes, new and replacement, are to be constructed of masonry, stucco, stone or brick materials to match house construction. Any style of mailbox must be pre-approved by the ACC. The US postal service will not deliver mail to leaning mailboxes that cannot hold mail securely. Attaching anything to mailboxes is a Federal offense.

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Window Treatments

- All blinds/shutters must be a white or neutral color.
- Installation of/replacement of solar screens must be pre-approved by ACC.

Signs

- Only one sign (i.e., realtor, contractor, etc.) is allowed per residential property which must be removed after work is complete (one week maximum).
- No personal business, solicitor or advertising signs are allowed (other than contractors currently doing work) (one week maximum).
- Political signs are allowed temporarily and may not be placed in the common areas. All signs should be removed within ten (10) days following the election date.
- Signs are not permitted in the common areas (unless signs posted by the HOA for events).
- Security or school achievement signs are permissible with dimensions not to exceed 18" x 24".
- Please limit number of "spirit" signs and remove in a timely manner as they seldom apply for more than a year.

Siding

The ACC must pre-approve all siding.

- Siding replacement should be made with similar or new material/product of masonry content.
- Color scheme should match existing color of home, if that house paint color was already pre-approved, and compliment and coordinate with the surrounding homes.

Yard Art and Modifications

- All front yard additions or changes, (fountains, sculptures, planting beds, etc.) must be pre-approved by the ACC.
- Flower pots should be removed if empty/abandoned.
- Playground type swings in front yards are not permitted; wooden type garden swings are allowed if pre-approved by ACC.
- See separate flag published guidelines for displaying flags on front exterior.

Seasonal Decorations

- Tasteful seasonal decorations are permitted within reasonable timeframes before and within two (2) weeks after the holiday.

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Trash Containers

- All garbage/trash and recyclables shall be kept in containers provided by the City of Plano and stored out of public view in backyard, garage or side yard screened from public view as much as possible, keeping alley ways clear for safe, clear view for drivers.
- Bulk trash must be placed out no more than two days prior to designated pickup days. (See City of Plano website for monthly pickup schedules).

Yard Maintenance

- Lawns should be kept weed-free and mowed/edged on a regular basis.
- Dead vegetation (shrubs, grass, trees, etc.) should be promptly removed and replaced when appropriate time allows. This includes removal of leaves/nuts on the sidewalks, street/curb or lawn.
- Grass and landscape plantings must be watered to maintain health and appearance and is also necessary to prevent foundation settling and heaving. Consult City of Plano for watering dates. Front yards should have at least twelve (12) two-gallon shrubs/bushes, excluding annuals/perennials. All trees and shrubs should be trimmed as needed. Should ACC approve replacement trees, below is a list of options to choose from when submitting an ACC request as potential choices:
 - Chinese Pistache
 - Little Gem Magnolia
 - Western Soapberry
 - Lacey Oak
 - Texas Redbud
- Hardscape borders for planting areas, such a stone, brick and decorative cement block, should not exceed 12" high and should be well maintained as borders using mortar often crack over time due to roots and ground shifting.
- Grass should not be allowed over six (6) inches in height.
- Mulch should be a natural color, i.e. shade of brown.
- Homes located off the creek or greenbelt must not add any new plants beyond the fence line. Anything planted will be removed at owner's expense.
- Yards (including rentals) not maintained after sufficient notice will be maintained by the HOA at owner's expense.
- Homeowners may not alter or trim landscape belonging to the HOA, contact our current HOA management company if you see issues.
- All Xeriscape (or hardscape) installations MUST be pre-approved by the ACC.
- Do not blow grass clippings, leaves or other debris into the street, alley or neighbor's property. Please keep dirt and grass from encroaching onto common areas. Please advise your landscape maintenance providers.

**MAJOR IMPROVEMENTS
(Requiring a Building Permit)**

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This category would include exterior remodels and room additions. Due to the nature of Major Improvements, the ACC requires more information and more advanced notice to review that information. Potentially the Homeowner and/or the Contractor should attend the Review Meeting.

Major Improvements should be compatible with the existing home design, be proportional to the structure and property and fit in with the surrounding homes.

Following is a list of items the ACC would expect. Each Major Improvement is unique so required information may vary.

Final Drawings

1. Final drawing prepared by the Architect/builder.
2. Floor plan(s)
3. Front, rear and side elevations with roof pitch indicated.
4. Site plan with structure indicated thereon.
5. Submit to all documentation to our current HOA management company
6. Site plan with all improvements indicated thereon to include:
 - a. Existing and new contours at one-foot intervals. Indicate drainage by use of arrows. Drainage plan must be designed and certified by a registered engineer.
 - b. Each room's dimensions and use.
 - c. Structure with finish floor elevation for each level.
 - d. Easements and building lines.
 - e. Trees with 5" trunk diameter and larger.
 - f. Sidewalks, patios, driveways, retaining walls, pools, fencing and other improvements.
 - g. Dimensions from property lines to structure.
7. Floor plan(s) with dimensions at a scale of $\frac{1}{4}" = 1' - 0"$.
8. Elevations at a scale of $\frac{1}{4}" = 1' - 0"$.
9. Landscape plan and lawn sprinkler plan for front side and rear of home.
10. Construction schedule with estimated dates, as well as construction access. Any necessary access or easement approvals from other entities must be submitted.
11. Allow 30 days for approval.

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DATE: 11/29, 2021.

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a Texas Non-Profit Corporation

Ann Briggs-Cutia

BY: ANN BRIGGS-CUTIA

ITS: Chairperson, Architectural Control Committee

Kristina L Davis

BY: Kristina Davis

ITS: President, Board of Directors