

LONE STAR RANCH PROPERTY OWNERS ASSOCIATION, INC.

A Texas Nonprofit Corporation

Architectural Control Guidelines

These Guidelines have been established by the Board of Directors and its Architectural Control Committee to assist you in complying with the requirements of the Declaration of Covenants, Conditions and Restrictions for obtaining prior approval for any changes to the exterior of your property or on property owned in common by all property owners. These Guidelines will explain how the Committee operates and on basis what its decisions are made. It will also help assure equitable and consistent handling of all applications for Architectural Control Committee approval. From hereafter the Architectural Control Committee will be referred to as the ACC and the Declaration of Covenants, Conditions and Restrictions will be referred to as the CC&R's.

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Introduction

In a planned community such as Lone Star Ranch the questions naturally arises as to how to maintain a harmonious quality development as the community matures. The answer at Lone Star Ranch is the ACC review process outlined in this document. This process provides a meeting ground between private interests and the broader interests of the community and/or adjacent property owners.

Basic control for maintaining the quality of design is through the CC&R's for the Lone Star Ranch Property Owners Association, Inc. These covenants run with the real property and are binding on all property owners and should be fully understood. Every property owner is subject to the Covenants to assure all residents that the standards of design quality will be maintained to enhance the community's overall environment and protect property values.

The Declarations and Bylaws allow for the establishment an Architectural Control Committee to be made up of three (3) or more representatives appointed by the Board of Directors. The ACC is charged with conducting the review of all applications for exterior changes and rendering its decision to the applicant, in writing within 30 days of receipt of application. If an application is denied, the applicant may appeal to the Board of Directors. The board may uphold, reverse or modify the Committee's decision only during an appeal.

These Guidelines are the procedures and standards applied by the Committee and the Board to assist the Association and its members in the design review process. The Guidelines are intended to assist you in the full and free use of the property in a manner that is consistent with the esthetic and harmonious development of our community.

II

What Requires Architectural Committee Approval

Except for certain simple landscape changes, the Committee's prior approval is required for any change in the exterior of a property pursuant to Article IV of the Declaration. Such Article is shown in its entirety below:

No building or other improvements of any character shall be erected or placed, or the erection or placing thereof commenced, or changes made in the design or exterior appearance thereof, or any addition or exterior alteration made thereto after original construction, or demolition or destruction by voluntary action made thereto after original construction, on any lot in the Subdivision until obtaining of the necessary approval (as hereinafter provided) from the Committee of the construction plans and specification for the construction or alteration of such improvements or demolition or destruction of existing improvements by voluntary action. Approval shall be granted or withheld based on matters of compliance with the provisions of this instrument, location with respect to topography and finished grade elevation.

Notwithstanding any of the forgoing, any structure or planting previously approved by the Board of Directors or Architectural Committee which has been demolished, damaged, or destroyed, may be restored to its original position and to its original condition without the approval of the Architectural Committee.

III

Review Criteria

The ACC evaluates each application on the merits of the application. The ACC decisions are based on consideration of the following criteria plus conformance with the CC&R's and the guidelines contained in Section V of this document.

Validity of Concept: The basic idea of the exterior change must be sound and appropriate to its surroundings.

Relationship of Structure and Adjoining Property: The proposed change must relate harmoniously among its surroundings and to existing buildings and terrain.

Protection of Neighbors: The interests of neighboring owners must be protected by making reasonable provisions for such matters as surface water drainage, sound and sight buffers, and other aspects of design which may have substantial effects on neighboring property.

Design Compatibility: The proposed change must be compatible with the design characteristics of the applicant's home and the general neighborhood setting.

Compatibility is defined as harmony in style, scale, materials, color and construction detail.

- **Materials**: Continuity is established by the use of the same or compatible materials (or materials approved by the Architectural Committee) as used in existing structures.
- **Color**: Color may be used to soften or intensify visual impact but must be compatible to the overall esthetics of the Lone Star Ranch community.

- **Construction Detail:** Construction detail must be equal to or better than that of any existing structures.

Timing: A property change may be built or installed either by owners or by a contractor. However, projects that remain uncompleted for a long period of time are visually objectionable and can be a nuisance and safety hazard for neighbors and community. All applications must contain a proposed maximum time period from start to completion of construction. If the proposed time period is considered unreasonable, the ACC may disapprove the application. Changes should be completed within 6 months.

Do not purchase materials or commit to any contractor in anticipation of approval by the committee. Wait until you receive written application approval prior to purchasing material or committing to such work. Plan well in advance to allow time to have your application processed.

IV

Design Application Review Procedures

The Association's procedures for application, review, inspection, appeal and enforcement of the design review are outlined in this section.

Application Procedure

1. Complete the application form and attach all required material lists, plans, drawings, and/or photographs. Include full details of the proposed change. Include information on types of material, size, height, color, etc. Provide a copy of the recorded lot survey with location of change as it relates to your house and lot. The application must be submitted in two (2) copies.
2. The following acceptable methods for submitting an ACC Application is by the following:
 - a. US Mail
Mail the application to:
Lone Star Ranch Property Owners Association, Inc.
c/o IMC Property Management
3500 W. Davis, Suite 190
Conroe, Texas 77304
 - b. Email to imc@lsrpoa.org.
 - c. Via the IMC portal – <https://portal.imcmanagement.net>
In the Menu under My Items - Submit a Request - ARC Request.
3. Incomplete applications will be returned to the applicant with a request for the missing information.

How to obtain an Application for Architectural Modification to Property form.

There are three ways to obtain an Application for Architectural Modification to Property form:

1. Log into your LSRPOA.org account and download the form
2. Log into your IMC Portal account and download the form

3. Call: IMC Property Management at 936.756.0032
4. Request in writing to:
Lone Star Ranch Property Owners Association, Inc.
c/o IMC Property Management
3500 W. Davis, Suite 190
Conroe, TX 77302

Review Procedures

1. The ACC will review the application and will respond in writing within thirty (30) days of receipt of the completed application.
2. An application with all necessary information will be considered by the ACC on its individual merit, using these guidelines as a basis for making a decision.
3. During consideration of an application, ACC members may view the site and talk to the applicant and/or neighbors.
4. A quorum of the ACC is a majority of the total number of people currently serving on the ACC. Decisions of the ACC are reached by a majority vote. If the ACC membership falls below three members, the ACC will make no rulings until the Board of Directors secures at least three members to serve on the Committee.
5. The ACC will consider the application including all supporting documentation.
6. The application will be either approved, conditionally approved or denied.
 - **Approval.** The applicant will be notified in writing.
 - **Conditional Approval.** The applicant will be notified in writing that he/she may proceed subject to specific conditions listed on the application form.
 - **Denied.** The applicant will be notified in writing with an annotated application form listed specific reasons for denial.

Final Approval and Walkthrough.

Final approval is not given until the committee has reviewed the complete project. If final approval is withheld, the applicant will be notified in writing with specific reasons and a list of items which must be corrected before final approval is granted. Final approval will not be withheld arbitrarily.

Appeal Procedure

If the applicant disagrees with the decision of the Committee in its application review or final inspection, the following is the process for an appeal:

- Within thirty (30) days after receipt of notice of a decision to be appealed, the Applicant must send a written appeal to the Board of Directors in care of the Association's management firm.

- The Board of Directors will establish a date and time the appeal will be heard, which will normally be at the next regular Board meeting. A reverse decision requires the approval of the Board.

Correction Procedure

Violations: The ACC, Board of Directors, or the Management Company may inspect authorized construction in progress and the community in general to identify apparent and flagrant violations. Additionally, all residents have the right and responsibility to bring to the attention of the ACC or Board any apparent violations of any provision of the Covenants, Conditions and Restrictions or of these Architectural Control Guidelines. An exterior change made without the required approval of the ACC, or the Board on appeal, constitutes a violation of the Declaration.

Procedure:

1. The ACC and/or the Management Company investigates each reported violation to determine its validity.
2. If a violation exists, the board directs the Association Manager to send the homeowner(s) a letter outlining the problem and requesting its resolution.
3. Applications received for work done in violation of the Covenants will be acted upon with all appropriate requirements and standards applied. No consideration can be given to the expense the homeowner incurred in having the unauthorized work done.
4. Resolutions are agreed to by the ACC and property owner.
5. Violations may require removal and/or modification of the work at the expense of the property owner.
6. If the ACC and property owner cannot come to a resolution, the matter will be referred to the Board of Directors for resolution. Continued unsuccessful resolution may necessitate the Association filing legal action against the property owner, as provided for by the Declaration of Covenants, Conditions, and Restrictions.

V

Design Guidelines

This section of the Guidelines provides specific guidelines regarding particular design situations which may be encountered in Lone Star Ranch. Acceptable methods for achieving the required objectives and standards are indicated below. They are suggested methods rather than mandatory methods. Additionally, design methods that are not acceptable are also indicated for your guidance.

Repairs/Maintenance

Owners are responsible for maintenance of and repairs to existing structures, additions, ect. No application is required for maintenance, repairs and restoration to original condition and color.

Doors

All exterior doors, screen doors and storm doors must have ACC approval. To be considered for approval the following steps must be completed.

1. An ACC Application must be filled out and submitted. .
2. Dimensions = L x W x H (length, width, and height).
3. Color and Style of door must be listed or shown on application. (pictures, brochures, and paint samples are required).
4. Screen Doors and Storm Doors must be “fully view”. The frame should match the trim of the house or the door frame. Color and Style of storm doors must be listed on application. (pictures, brochures, and paint samples are required).
5. Doors and Screen/Storm Doors may not be installed until written approval is obtained from the ACC.

Exterior Color Changes

Any changes to the exterior colors of a painted surface requires prior approval of the ACC. To be considered for approval the following steps must be completed.

1. An ACC Application must be filled out and submitted
2. Homeowners must submit a sample of each color to be used and where the new color will be applied. (Primary structure, trim or accents).
3. Accents are the shutters, doors, trim and window hoods/awnings.
4. Please note paint schemes must comply with community standards.
5. Natural earth tones – White, Beige, Gray, Tan, Brown
6. Painting may not begin until written approval is obtained from the ACC.

Fences

The ACC only allows for two (2) types of fencing:

1. Wooden privacy (insect resistance material such as cedar and pressure treated pine), and
2. Chain link.

No other materials such as barbed wire, livestock fencing and/or chicken wire type are allowed.

Fences cannot run forward of the front edge of the home (garage excluded) and cannot exceed 6 feet 6 inches in height with Rot or Kicker board.

To be considered for approval the following steps must be completed.

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided).

2. A copy of the applicant's recorded lot survey showing proposed location of fence line.
3. A detailed materials list of all materials to be used.
4. Include color samples if the fence will not be left natural in color.
5. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Structures

The Architectural Committee must approve all dwellings, detached garages, work shops, storage buildings, and barns.

- The Architectural Committee has set a maximum wall height of eight feet (8) and a maximum peak roof of ten feet (10).
- No metal storage buildings shall be permitted on any lot per the Declaration of Covenants, Conditions and Restrictions.

To be considered for approval the following steps must be completed:

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided).
2. A copy of the recorded lot survey with location of the structure indicated.
3. Drawings or sketched drawings or photograph of the planned structure.
4. A detailed materials list of all materials to be used.
5. Dimensions of structure – L x W x H (length, width, and height).
6. Samples of roofing materials and paint.
7. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Roof

Shingles must be of the same or of a similar color and composite of the shingles already on the home. If changing the color of the shingles, the following steps must be completed.

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided).
2. You must submit samples of the new roofing materials to be used.
3. The Architectural Committee will not approve tin, plastic, and/or aluminum.
4. Metal roofs must be submitted to the ACC for approval. Homeowners must submit samples and brochures.
5. Metal roofs must be installed by a **Licensed Installer**.
6. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Patio Covers and Porches

PLEASE NOTE THAT CARPORTS ARE NOT PERMITTED!!

The ACC has set some guidelines for front porches and covers.

- The slope of the cover must follow the roof slope of the home.
- The cover cannot extend more than eight feet (8') out from the edge of the home with an allowance of one foot (1') overhang.
- The roof of the cover must be approved.
- The ACC does not permit the use of, plastic, or aluminum for the roof.
- Porches cannot exceed eight feet (8') from the front edge of the home.
- The height of the porches cannot exceed the threshold of the doorway.
- All front porch skirting and materials must be approved by the ACC.
- All patio covers and porches must be built within specified lot building lines.
- All steps must be located in front of the front door of the home facing the street.
- Front porches are not permitted to be enclosed.
- All materials must match main residence in type, quality, and color.

To be considered for approval the following steps must be completed:

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided).
2. A copy of the recorded lot survey showing location of proposed patio cover and/or porch.
3. Drawings or sketched drawing, or photograph of the planned structure.
4. A detailed materials listed of all materials to be used. Include paint samples and samples of shingles.
5. Dimensions = L x W x H (length, width, and height). A view of the front and a side view of the elevation and the lowest points must be provided in the drawing.
6. Guttering: Provide style, type, width, and color.
7. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Back Patio Covers

The Architectural Committee has set some guidelines for back patio covers.

- The roofing material must be approved by the ACC.

To be considered for approval the following steps must be completed:

1. An ACC Application must be filled out and submitted..
2. A copy of the recorded lot survey showing location of proposed patio cover.
3. Drawings, sketches, or photograph of the planned structure with dimensions.
4. A list of the material to be approved by the ACC.
5. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Front Decks

The ACC has set some guidelines for decks.

- Front decks cannot exceed eight feet (8') from the front edge of the home.
- Steps for the front door of the home are subject to ACC approval.
- Decks along the side of the garage and home but inside the concrete walkway may extend to the corner of the garage, but must stay inside the concrete walkway.
- The height of the front deck cannot exceed the threshold of the doorway.

To be considered for approval the following steps must be completed:

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided.
2. A copy of the recorded lot survey showing the location of proposed deck.
3. Drawing or sketched drawing, or photograph of the planned structure.
4. A detailed materials list of all materials to be used. Include paint samples if not left natural wood.
5. Dimensions = L x W x H (length, width, and height).
6. Railing – Provide height of railing.
7. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Ramps

All ramps built in the front of the home must have the approval of the ACC.

- The ACC will make a decision on a case by case basis of each homeowner.

To be considered for approval the following steps must be completed.

1. An ACC Application must be filled out and submitted. (Two sets (2) must be provided).
2. A copy of the recorded lot survey showing the location of the proposed ramp.
3. Drawings or a sketched drawing, or photographs of the planned structure.
4. A detailed materials list of all materials to be used.

5. Dimensions of structure L x W x H (length, width, and height).
6. Installation may not begin until all applicable permits and written approval from the ACC are obtained.

Reflective Solar Film

Reflective materials are not permitted and will not be approved.

Miscellaneous

All changes to homeowner's dwelling or lot not specifically covered by ACC guidelines and Lone Star Ranch CC&R's must be approved in writing by the Lone Star Ranch Property Owner's Association's ACC.

VI

Other Approvals

It is the property owner's responsibility to obtain any other approvals and or permits required from Montgomery County.

VII

Architectural Control Committee Meeting

The ACC will meet as needed. Their decision will be communicated in writing or via email.

VIII

Retraction

This document and its appendices completely replace previous similar documents issued by the Association. The previous documents shall be null and void and should be destroyed.

IX

Conflict

In the event of a conflict between these guidelines and the recorded CC&R's of Lone Star Ranch, the CC&R's shall maintain ultimate jurisdiction.

X

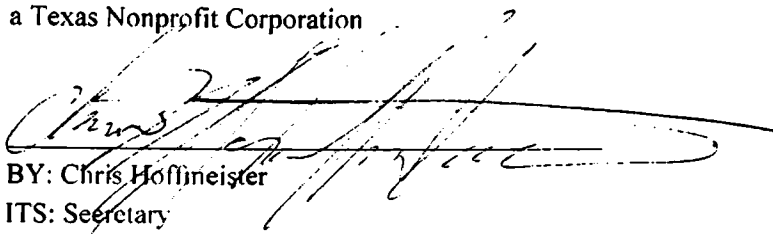
Liability

The Lone Star Ranch Property Owners Association, Inc., the members of its Board of Directors, and the members of its Architectural Control Committee accept no responsibility for any damages resulting from actions which may follow the approval or disapproval of any application.

CERTIFICATION

IN WITNESS WHEREOF, the undersigned, Chris Hoffmeister, as duly elected, qualified, and acting Secretary of Lone Star Ranch Property Owners Association, Inc., a Texas Nonprofit Corporation, hereby certifies on behalf of the Association that this Architectural Control Guidelines was duly adopted by the Board of Directors of the Association at a meeting of the Board held on December 9, 2021, and shall take effect upon its recording in the Official Public Records of Montgomery County, Texas.

LONE STAR RANCH PROPERTY OWNERS ASSOCIATION, INC.
a Texas Nonprofit Corporation


BY: Chris Hoffmeister
ITS: Secretary

THE STATE OF TEXAS §
COUNTY OF MONTGOMERY §

This instrument was acknowledge before me on the 27th day of APRIL, 2022, by Chris Hoffmeister, Secretary of Lone Star Ranch Property Owners Association, Inc., a Texas nonprofit corporation.




Notary Public Signature

AFTER RECORDING PLEASE RETURN TO:

Lone Star Ranch Property Owners Association, Inc.
c/o IMC Property Management
3500 W. Davis, Suite 190
Conroe, Texas 77304

E-FILED FOR RECORD

05/03/2022 11:09AM



COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS,
COUNTY OF MONTGOMERY

I hereby certify that this instrument was e-filed in the file number sequence on the date and time stamped herein by me and was duly e-RECORDED in the Official Public Records of Montgomery County, Texas.

05/03/2022



County Clerk
Montgomery County, Texas