

**ARCHITECTURAL CONTROL COMMITTEE (the “ACC”)
SUMMIT NORTH ESTATES, INC. BUILDING REQUIREMENTS**

This document can also be found online at summitnorth.org/governing-docs

SUBMITTAL REQUIREMENTS FOR BUILDING APPROVAL

The ACC must approve before any clearing of the lot is done.

Submit a complete set of plans as a PDF. A full-scale set may be requested. **A signed copy of this document is also required as part of your submittal documents for a new project request. Submit all documents through the website form summitnorth.org/acc-submissions and via email acc@summitnorth.org**

SITE PLANS

1. Submitted site plans to include, but not limited to:
 - a) Site plan of lot, showing property lines (with dimensions of lot), location of house, garages (attached or detached), carports, driveways including dimensions and material – see “Driveways”, gates, fencing, septic system location or any other structures on the lot. Plans shall show (to scale) all building set back lines, utility easements, access easements, etc.
 - b) Plans must show unit number, lot number, street address, Owner’s name, address and telephone number, Builder’s name, address, and telephone number, and contact person for plan questions and/or corrections. Any changes to approved plans, including but not limited to, changes in the footprint of any structure, change in location of any item listed above, or the addition or deletion of any item must be resubmitted for approval. Construction shall not continue until new approval in writing has been received.
 - c) Septic system plans and location must be submitted for approval prior to being dug.
 - d) The ACC reserves the right to require a civil engineer inspection report be provided, at Owner’s expense.
 - e) Tree preservation plan – see “Tree Preservation”.

ARCHITECTURAL PLANS

2. Architectural plans to include, but not limited to:
 - a) Copy of Builder license or appropriate credentials
 - b) Floor plan layout with dimension control, show heated square footage, porch square footage, garage square footage, patio square footage, dimensions of all rooms and areas.
 - c) Elevation plan showing all sides of the structure with finish of outside of structure with dimensions of proposed finishes, rock, brick, stucco, siding, wood, windows, etc.
 - d) Roof plan showing proposed roofing materials along with elevation plans.
 - e) Show and/or list proposed finish materials and colors to be used for compatibility on all exterior structures.
 - f) Exterior finishes samples, i.e., color samples of brick, stucco, rock as well as paint – this includes paint code and visual swatch

- g) Masonry requirements per each unit's restrictions do not include doors and windows, which are considered non-masonry surface. Doors, windows and gable ends of the house are considered as part of the total exterior surface area. Masonry is considered stone, brick, stucco on tile or stucco over wood framing.
 - h) Exterior lighting specifications – see “Dark Skies Preservation”.
 - i) Culvert specifications – see “Culvert Requirements”.
 - j) Builder Guidelines should be referred to for building policy. A “Submittal-Information-Sheet” can be located on Summit North Estates website and must be included when submitting plans.
 - k) ACC Review, approval, disapproval, and/or corrections ensuring conformity with the restrictive covenants will be completed within a maximum of 30 days (contingent upon Builder providing requested information)
3. The “Submittal-Information-Sheet” located at summitnorth.org/acc-submissions must be included when submitting plans.
4. The right of entry and inspection during the entire construction period is reserved by the ACC to visit any Owner's property to verify compliance with approved plans, Covenants and Guidelines. Additionally, the ACC has the right of entry and inspection following completion of construction of improvements to a lot in order to verify final compliance of said construction with the approved plans, Covenants and Guidelines (the “Post Construction Inspection”). Owner and Builder will be notified in writing or by email of any non-compliance noted during an inspection. A deadline for resolving the issue(s) will be given.
5. An approved and signed set of plans will be returned to Builder/Owner, and one will be kept in the resident's file. No plan will be approved if lot fees are not up-to-date, and deposits have not been paid.
6. **Road/Construction Compliance Fee**
- a) Prior to start of construction on any lot the Builder or Owner shall post a \$3,000 fee to protect existing roads, any damage along edges and entrances and the maintenance of a clean site, Mailbox, and expenses for remedy needed for any cited violations. Any refund will result from these settlements and expenses.
 - a.i. \$2,400 of the fee is non-refundable due to heavy equipment being used to deliver equipment to job site
 - a.ii. \$125 is non-refundable for the mailbox fee
 - a.iii. \$475 is refundable if there is no road damage or other necessary remedies for cited violations upon completion of the project
 - b) Payment of any refundable portion of the road/construction compliance fee will be remitted by Summit North Estates to the Owner/Builder (as applicable) following the Post Construction Inspection by the ACC and the remedy of any and all outstanding violations relative to the subject improvements on the lot.
7. **Form Survey**

All build sites are required to submit an official forms survey for approval before foundation can be poured. This is regardless of total square footage of planned home and is needed to verify that forms placement is in accordance with your site plan and square footage before foundations are poured.

8. **Construction Permits, Dumpsters, and Portable Toilets**

a) Summit North is a “Clean Site” community. All contractors are required to do the following **PRIOR** to starting construction **(including forms placement)** and throughout the construction process:

a.i. Construction Permit should be posted and clearly visible from the street at all times.

a.ii. Place a commercial roll-off dumpster on site within the property line.

a.iii. Place a port-a-potty on site within the property line.

a.iv. Throughout the construction process all contractors must always keep the site clean. Trash must be picked up daily and removed or placed in dumpster. Paved roads are to be kept clear of construction debris and trash.

a.v. **Failure to maintain a clean site may result in a cease and desist of all work until trash is completely removed and site cleaned to ACC standards.**

a.vi. **Failure to visibly display Construction Permit may result in a cease and desist of all work until Construction Permit is posted.**

9. **Size of Home**

All residences must have 1700 square feet or more of living space.

10. **Construction Hours**

Construction should only take place between the hours of 7am and 7pm, Monday through Saturday, however, concrete pours may begin as early as 6am, Monday through Saturday (but subject to compliance with all other provisions of these requirements (including, but not limited to, Section 7) and the deed restrictions relating to the lot). No work on Sundays or national holidays except interior work. It is the Builder’s responsibility to ensure that all personnel working on the lot are aware of these restrictions. Any contractor working outside of these construction hours will be told to leave.

11. **Trespass**

Builder/contractor is responsible for ensuring there shall be absolutely no trespassing on any lots within the subdivision at any time. This includes dumping waste, cutting trees, storage of material, or placement of dumpster, portable toilets, or vehicles on any lots other than the lot being worked on. Prior to the commencement of construction activities upon the lot, it is the Builder’s responsibility to establish the location of lot boundaries with string lines, paint marks, or other form of demarcation in order to ensure compliance with this requirement.

12. **Driving**

This is a residential neighborhood with children and pedestrians present in the streets. Posted speed limits must be adhered to for the safety and peace of mind of residents. It is the Builder’s responsibility to communicate the importance of this to all workers.

13. **Noise**

Contractors are expected to show consideration to residents when it comes to noise and refrain from creating a nuisance with excessively loud music, shouting, or other noise not directly related to work.

14. **Construction Timeline**

- a) Approval of plans by the ACC is valid for 1 (one) year from date of written approval. If work has not started within 6 (six) month of approval date, plan approval shall expire, and plans must be resubmitted for review and approval.
- b) It is the expectation of Summit North Estates' ACC that construction of a residence be complete within 14 months of laying the foundation. If the construction will not be complete within the 14 months Summit North Estates Inc. and the ACC must be contacted immediately.

NOTE: All setbacks are measured from the property lines.

15. **Concrete Washout Disposal**

All concrete washout following foundation pours should be collected in washout pits or washout containers and removed from Summit North Estates for appropriate disposal. Under no circumstances should concrete washout be dumped onto the ground in lots, open ditches, or streets. Builders will be required to remove concrete waste at Builder's expense.

16. **Electrical Poles**

All electrical poles with meter loops must be installed beyond the front setback, at least 25' from the property line.

17. **Culvert Requirements**

- a) Minimum of 12" in diameter unless a smaller size is approved by the ACC.
- b) The first four lots down a hill must be 15" or larger.
- c) Lots beyond the first four on a hill must be 18" or larger.

18. **Driveways**

All driveways must be asphalt, concrete, concrete pavers, white crushed limestone, or decomposed granite. Plans must include driveway length and width; finished materials; graphic depiction on the lot in relation to the home with measurements. All driveways require a 15' setback from neighboring property lines.

19. **Fence Requirements**

Please see the "ACC-Fence-Requirements" document at summitnorth.org/acc-submissions

20. **Tree Preservation**

In order to maintain a natural aesthetic and sustain wildlife that rely on our community's vegetation, we ask that nature be preserved as much as possible when lot clearing. This especially includes trees (cedars, oaks, etc.), as well as other foliage and greenery. As such, we require Builders to submit a site plan showing where trees will be removed (Tree Preservation Plan)

prior to ACC approval. Clear cutting lots should be avoided and whenever possible leave selective clearing to future homeowners. This is especially important in mitigating the effects of soil erosion. Any cut or trimmed oak wounds should be coated with black paint or other sealant that is easily visible for verification.

21. Dark Skies Preservation

Summit North Estates is a Dark Skies friendly community. See this link for outdoor lighting options: idatexas.org. Please plan your outdoor lights, including porch lights, so that no light spills onto a neighbor's property or is visible to your neighbors. Using proper color temperature (no greater than 3,000 Kelvins), pointing lights downward, and having property shielding in place are just a few ways to preserve the natural darkness within our neighborhood. Lighting choices must be submitted with plans for review. Outdoor lighting of 60 watt equivalent or less is recommended.

22. Violations.

- a) Except as otherwise provided in this Section below or by applicable law, violation of these requirements will be handled in the following manner:
 - i. The Builder and Owner will be notified verbally (whether in person or by telephone) or via email of the subject violation(s), and such violation(s) are required to be cured within 7 days of such notification.
 - ii. If a violation is not timely remedied following first notice thereof, the Builder and Homeowner will be sent a written notice concerning the continued violation(s) via certified USPS mail, and such violation(s) are required to be cured within 30 days of such notification.
 - iii. If a violation is not timely remedied following certified notice thereof, the Association may record a lien against the subject lot with respect to the subject violation(s). The release of any lien imposed upon a lot pursuant to these requirements will require payment to the Association of all expenses incurred by the Association in connection with remedy of the subject violation(s), if any, and a lien processing fee of \$126.
- b) With respect to any violation of the "Construction Hours" regulations, the ACC will verbally instruct the Builder and/or subcontractors to immediately cease and desist construction activities and to leave the lot and not to return until during approved construction hours. Any workers remaining on the subject lot following 1 hour after such verbal notification of violation will be considered trespassing and the ACC may contact applicable law enforcement to remove such individuals from the lot and community.
- c) With respect to any violation of the "Clean Site" regulations, the ACC notify the Builder and Owner that all construction activities must immediately cease and desist until the subject violation(s) are remedied. In the event workers are conducting construction activities other than as necessary to remedy violation of the "Clean Site" regulations, the ACC will verbally instruct the Builder and/or subcontractors to immediately cease and desist construction activities and to leave the lot and not to return until the subject "Clean Site" violations have been remedied. Any workers remaining on the subject lot following 1 hour after such verbal notification will be considered trespassing and the ACC may contact applicable law enforcement to remove such individuals from the lot and community.

I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY THESE REQUIREMENTS. FURTHERMORE, IN MY CAPACITY AS BUILDER FOR THE SUBJECT PROJECT AND LOT, I AGREE TO CAUSE ALL CONTRACTORS AND/OR OTHER SERVICE PROVIDERS WORKING ON THE PROJECT TO ABIDE BY THESE REQUIREMENTS AND I WILL BE RESPONSIBLE FOR REMEDY OF ANY VIOLATIONS BY SUCH CONTRACTORS AND/OR SERVICE PROVIDERS.

BUILDER:

_____ Printed Name

_____ Signature

_____ Date