

Central Park on Preston Crossings
ARCHITECTURAL CONTROL COMMITTEE: POLICIES, PROCEDURES and GUIDELINES

The Central Park on Preston (CP on PC) “Declaration of Covenants, Conditions and Restrictions” (CCR’s) and By-Laws provide that the Board of Directors (BOD) prepare, print, and distribute “Rules and Regulations” and “Architectural Control Committee (ACC) Policies, Procedures and Guidelines” for the operation of the community. All documents will be maintained on the HOA website with other HOA documents, and be accessible for homeowners and prospective buyers. Neither shall conflict with any of the provisions of the By-Laws or CCR’s.

Herein, homeowners are subject to (BL-Article VI, Section 6.1 & BL-Article VIII, & Section 8.1):

1. the Rules and Regulations which provide further direction on general community participation, rules of conduct and use of community facilities as outlined in the CCR’s, and
2. the ACC Policies, Procedures and Guidelines which provide further direction on
 - a. ACC policy
 - b. ACC procedures for requesting changes
 - c. ACC guidelines for use of property, modifications, alterations, additions, or removals impacting the exterior of a home, its hardscape, landscape, decor, or any related items. All these modifications MUST FIRST be approved by the Architectural Control Committee or the Board.

Central Park on Preston Crossings (CP on PC) Architectural Control Committee (ACC) Policies & Procedures:

1. The ACC meets on an as needed basis. Due to the small number of homes and low-level changes of homeowner needs, the Architectural Control Committee (ACC) may meet in person, via email or phone call.
2. Homeowners must submit an ACC Request via the HOA website to request any changes. This request is routed to ACC members who will review the request and consider such factors as:
 - a. Size, location, appearance of the change or addition from the street and other dwelling views
 - b. Aesthetics impacting the neighborhood: what is the look and feel of the change impact to the neighborhood, do the changes blend into the general architectural style and design of the community (Article III, Section 3.2 & 3.5)
 - c. This includes the proposed installation of any radio or television antenna, solar panels, or satellite dishes on any lot or dwelling which may be further regulated by the State of Texas.
3. The ACC and members of the management company team will review and update their decision on the HOA website. An email will be sent to the homeowner with the results of the determination of the ACC decision. Determinations not made within 30 days automatically deny the ACC request (Article III, Section 3.3).
4. Owners must secure written approval from the ACC before contracting for any such installation or making any changes to the property. This includes changes to backyards which may not be totally visible from the street.
5. Homeowners are responsible for securing all City of Plano construction permits and securing final signoff of completed projects.

Central Park on Preston Crossings (CP on PC) Guidelines:

The following are guidelines supporting the Central Park on Preston Crossings CCR’s:

1. **Front Yard Trees** | Each front yard must contain one shade tree with a minimum of 3” inches in diameter (per caliper measurement), and minimum of 12’ feet in height. Each homeowner shall be responsible for the trees on their property lot including trimming trees overhanging public sidewalks and removing dead growth. Homeowners are responsible for replacing dead trees with a *like-kind tree* within 30 days in the off-summer season. In the event of less favorable planting conditions, homeowners have a maximum of 90 days to replace dead foliage. (CCR, Exhibit B, Section 1.1.2)

2. **Plant Beds** | Each planting bed must contain a minimum of 10 1-gallon plants. Homeowners are responsible for replacing dead plants with a *like-kind plant* within 30 days in the off-summer season. In the event of less favorable planting conditions, homeowners have a maximum of 90 days to replace dead plants (CCR, Exhibit B, Section 1.1.3) Borders for tree rings or flowerbeds must be of a permanent nature encompassing stones, concrete or other permanent materials as loose bricks or fencing are not permitted.
3. **Grass & Lawncare** | Grass may not grow or be maintained beyond 4” inches tall. Landscaping (lawncare and plant beds) must be routinely maintained, and be free of weeds and overgrown plants (CCR, Article 2, Section 2.10) The home facade and the address blocks must be visible from the street. (CCR, Article II, Section 2.8)
4. **Artificial Grass** | Artificial grass is not allowed in front yards. Although initially restricted in backyards, it has been grandfathered by the initial Declarant. (CCR, Exhibit B, Section 1.1)
5. **Landscape Changes:**
 - a. Plantings may not impede sight lines at corners or streets, or overhang on sidewalks
 - b. Major landscape changes, including changes to plant bed edging designs must be approved by the ACC.
6. **Decorative Items:** (CCR, Exhibit B, Section 1.4, 1.6)
 - a. Decorative items in front yards or visible from the street must not be excessive in number, size, or overall appearance.
 - b. Appropriate lighting and decorative material celebrating holidays (such as Halloween, Diwali, Thanksgiving, Christmas, New Years, Easter, and the 4th of July) shall be allowed. These items may be put up 30 days prior to the holiday and should be removed within 15 days after the holiday period.
 - c. Permanent firepits are not allowed. Standalone or firepits included in backyard kitchens must be approved by the ACC.
 - d. Storage of pallets, wood, ancillary supplies in the alley is prohibited.
 - e. Flags require ACC approval before installation and must be appropriately displayed with lights during evening hours per flag display regulations. (CCR, Exhibit B, Section 1.4)
 - f. Whole home generators are allowed, but standalone, portable generators exceeding 50 decibels are not allowed, except in an emergency.
7. **Garbage and Recycle Bins:**
 - a. Garbage containers must be fully shielded from street view and remain out of sight, but may be placed street-side after 4PM the day before municipal pickup, and must be placed out of sight by 12AM the day after pickup.
 - b. Garbage containers may not be stored in the driveway or side area of the home (alley), but must be placed behind the wooden alley fence or garage door. No garbage shall be disposed of in waste containers on the property.
8. **Visibility** | No fence, wall, hedge or other shrubs or plants shall be allowed if they have the effect of obstructing vision of opposing traffic at intersections or streets. This includes planting in the five-foot easements along streets. Existing trees or shrubs near intersections or streets must be kept trimmed to not obstruct the view of traffic.
9. **Special Enforcement** | In the event the homeowner fails to comply with CCRs, the Homeowner of such lot hereby grants permission for the Association (or its duly authorized agents) to enter upon such Lot and perform those duties which the homeowner failed to perform without liability whatsoever to such owner or any person for trespass, conversion, or any claim for damages (Article V, Section 6.1). The homeowner is then liable to reimburse the HOA for the service provided. Fines may be imposed if any violation is not cured within 10 days. (CCR, Article VI, Section 6.1)
10. **Home Alterations, Additions, and/or Removal Requests:**
 - a. No change or addition can raise the height of the home’s roof line.
 - b. There can be no “out buildings” or structures not attached to the existing home.

- c. The intent of the “zero lot line” impact must be considered.
- d. No invasive lighting should occur from home to home. During hours of darkness, porch, flood lights or window lights should not be invasive or intrusive, and not extend over a fence line or into a neighbor’s yard and impede a neighbor’s serenity.
- e. No temporary dwelling, shop, storage building, trailer or mobile home of any kind or any improvement of a temporary character shall be permitted on any lot with the written consent of the ACC. (CCR, Article II, Section 2.5(a))
- f. Detailed architectural and site plans must be provided to the ACC for written approval prior to commencement of any work. In the event requests are denied, appeals may be made to the Board, and reviewed in closed session.

11. Exterior Changes to Residences:

- a. The addition or alteration of any features (e.g., windows, skylights or tubes, satellite dishes, etc.) that impact the appearance of the residence must be submitted to the ACC for written approval. This includes any exterior changes to the home, the front yard, the backyard, regardless of visibility from the street.
- b. The replacement of existing windows, exterior doors, and garage doors with the same designs and sizes do require prior written approval from ACC.
- c. The color of replacement garage door must match the colors of the home.
- d. Replacement front doors must be an approved color matching the home.

12. Exterior Paint Colors for Homes: (CCR, Exhibit B, Section 1.2.2)

- a. Homeowners must use the approved Central Park on Preston Crossings paint colors for exterior doors and garage doors must match the other colors of the home. The approved color options for doors and garage doors are provided:
 - i. Option 1: Banyan Brown, Sherwin Williams, SW3522
 - ii. Option 2: Custom Black, Sherwin Williams, (CCEE: 02, 32, 64, 128; W1-White: -, 38, 1, 1; B1-Black: 8, 20, 1, -; Y3-Deep Gold: -,4,1,1)
 - iii. Option 3: Sable Brown, Standard Paint Manufacturer

13. Walls and Fences:

- a. No wooden fences may be built in front yards and must be approved for changes to side and back yards.
- b. No wall or fence structures may be built within property easement areas.
- c. All fence alterations, additions, and/or removals must require written ACC approval
- d. No fences are allowed in front yards, interior back yards (CCR, Exhibit B, Section 1.2)
- e. Interior fences or sectional walls in a backyard area are not allowed without specific ACC approval.
- f. Shared wooden fences shall be maintained jointly by the homeowners wherein the fence abates.
- g. Rear and side yard privacy fences must be of a design and color matching other fences in the community.
 - i. Option 1: Banyan Brown, Sherwin Williams, SW3522
 - ii. Option 2: Custom Black, Sherwin Williams, (CCEE: 02, 32, 64, 128; W1-White: -, 38, 1, 1; B1-Black: 8, 20, 1, -; Y3-Deep Gold: -,4,1,1)
 - iii. Option 3: Sable Brown, Standard Paint Manufacturer

14. Mailboxes:

- a. Mailboxes and posts must adhere to the Central Park on Preston Crossing existing installed standard (single black post, mailbox purchased from Zolais Group, Inc., A Division of Gibraltar, Black Mailbox Part# ARDOOR, Dimensions: 21.5”L x 8.5”W x 10.75”H). The current CCR’s do not reflect the mailboxes installed by the builder.

15. Common Areas:

- a. The common areas are for the use and enjoyment of homeowners and are not open to the public.

- b. Private events may be held in the common areas with the explicit understanding that the area will be returned to its natural state after the event (free of trash or destruction of the area/facilities).
- c. Changes or improvements to the common areas will be made by Board and/or ACC directives. Homeowners may not place permanent items in the common areas.
- d. Wooden fences and brick walls facing common areas will be a joint responsibility with the homeowner and the HOA. However, the homeowner is responsible for not damaging the exterior wall/fence by not allowing dirt accumulation against the wall, vegetation growth into the wall or on the wall, and not allowing vegetation/trees to lean or rest on the wall. All walls should have a 2 foot clearance free of vegetation around the sides and on top the wall.

16. **Contractor Guidelines:** Contractors must adhere to the following conditions (CCR's Article II, Section 2.5(k)):

- a. Construction must be conducted between 7:00 AM - 5:00PM, Monday through Saturday.
- b. The homeowner is responsible for the parking of any contractor's vehicles in accordance with CCRs, with overnight parking off street in Guest Parking.
- c. Contractors may not place advertising signs on the property before, during, or after construction.
- d. All trash must be removed daily or placed in the contractor's dumpster.
- e. Dumpsters and portable toilets must be placed off the street on the owner's driveway.
- f. Dumpsters must be removed or replaced when material reaches the top of the side.