

Promontory Pointe Homeowners Association (PPHOA)

Promulgated Standards

Standards as Directed by Article IV, Section 3, Paragraph 2 of the Declaration of Covenants, Conditions and Restrictions (DCCR)

March 1, 2018

Section One: Standards of Process

1. All requests for improvements must be submitted to the management company on the approved Request Form and all requests must be signed. The approved form is available on the neighborhood website www.PromontoryHOA.org or from the HOA management company. Email submission is acceptable provided it includes all required supporting documentation as attachments and is sent to manager@damctx.com.
2. All requests for improvement will be processed and decisions issued within four weeks of receipt of a request.
 - a. All decisions are made by consensus vote of Architectural Control Committee (ACC) members.
 - b. Target for ACC consideration and decision is a maximum of seven days.
 - c. Incomplete requests will be denied as incomplete and returned. All time periods will begin again once complete information is received.
 - d. Upon request, ACC Members will consult with homeowner prior to submission of a request for improvement.
 - e. The ACC Committee does not recommend, will not accept and will not consider any endorsements for requests or projects from any neighbor or other PPHOA homeowners.
3. If a project has been completed without prior submission of a request for approval, the homeowner must submit a request within ten days of notification from the management company or the homeowner may be subject to fines.
4. Homeowner who fail to file an improvement request and receive ACC approval prior to starting any project will receive a notice of violation. The Board of Directors may require any project to be stopped or removed if proper approval is not obtained prior to beginning any project.

Section Two: Standards of DCCR Compliance/Improvements

1. **Exterior of home and garage.** Proposals for all exterior improvements must be submitted for approval.
 - a. The exterior/trim may be repainted without submitting a request if painted the same color. The original beige/ off beige/ off white colors are recommended for exterior, but others will be considered if they are a natural, muted earth tone. See Homeowners Exterior Paint Standards on our website for guidance.
 - b. Front door color may be changed to a complimentary muted color with approval.
 - c. Storm/Screen Doors must be approved.
 - d. Solar Screens or exterior shades must be approved. Use of transparent, colorless, non-reflective, energy saving film does not require approval.
 - e. Shutters/Gutters must be approved prior to installation. Color should be complimentary to or blend with existing exterior colors.
 - f. Installation of exterior lighting requires approval, with the exception of low lumen sidewalk/flowerbed decorative lighting, which may be installed without ACC permission (NOTE: Only blue, yellow, or white decorative lights permitted). Lighting such as security or floodlights must be

approved, must not shine directly on any neighbor's homes, property, or into the street, and should be Dark Sky compliant per City guidelines.

g. **Holiday/Seasonal Décor:** Holiday/seasonal decorations are considered temporary and do not require ACC approval. It is recommended that such decor be removed within thirty days of the conclusion of the applicable holiday/seasonal period.

2. **Decks and Patios.** Proposals must be submitted for approval. Complete plans and contractor name must be submitted with the request along with a footprint of the deck area on a survey/plat of the property showing setback lines and easements. Applicable city permits must be obtained prior to installation.

3. **Sheds and Playhouses** must be approved. Complete plans with picture/diagram must be submitted with the request along with a footprint of the shed or playhouse area on a survey/plat of the property showing setback lines and easements. Sheds or Playhouses should be placed so they are not visible from the street when standing in front of the residence and not exceed eight feet high. Applicable city permits must be obtained prior to installation.

4. **Playscapes and Trampolines** must be approved. Construction of playscapes is to be of a natural or earthtone color wood or a muted earthtone color metal or plastic. Canvas covers must be well maintained, good condition, and of a dark green or brown color. Playscape height is limited to eight feet by the DCCR but a variance to this height is allowed with ACC approval. Complete playscape plans or diagram must be submitted with the request along with a footprint of the playscape-trampoline area on a survey/plat of the property showing setback lines and easements. Playscapes/trampolines should be placed so that they are not visible from the street when standing in front of the residence.

5. **Underground Lawn Sprinkler Systems** installed by a licensed contractor that has received a City approved certificate are approved without submitting a request for approval.

a. Owner-installed sprinkler systems must receive approval from the ACC and include a City permit along with an inspection approval.

b. Permanent on or above ground sprinkler systems will not be approved.

6. **Cedar Fences.** Staining of any fence must be approved. A natural, muted wood color is required. A sample color swatch or stain color chart provided from the retail supplier of the stain must be provided with the request. Installation of new fencing must be approved and is limited to a maximum height of 6 feet per our DCCR's. Replacing existing fencing in kind does not require ACC approval.

7. **Landscaping.** All landscaping projects must be submitted and approved before beginning work. See Xeriscaping/Landscaping Policy on our website for guidance.

a. Installed fountains and other permanent water features require approval.

b. Plastic shrubbery or artificial turf will not be permitted if visible from the street.

8. **Swimming Pools** must be approved by ACC. Pools must be inground and installed by a professional pool company. All pools and associated decking shall not encroach on any set back lines or easements. All requests must include complete plans along with a footprint of the pool area and all associated equipment on a survey/plat of the property showing the setback lines and easements. Applicable city permits must be obtained prior to installation.

9. **Permanent Basketball Goals/Backboards** must be approved by ACC as to type and location, must be well maintained and in good condition, must be clear, white, gray, or a muted earthtone color. Basketball goals may be mounted above the garage if requested and approved.

10. **Portable Basketball Goals/Backboards** must be well maintained and in good condition. Portable goals may not be moved to a place for use which would cause players to be on sidewalks or streets. When not in use, all portable goals/backboards must be located no closer to the sidewalk than the midway point from the garage door to the sidewalk. Basketball goals shall face away from neighboring yards to preclude the ball from rebounding onto a neighbor's property. Any other location must be approved by the ACC.