

## #2

### LOT IMPROVEMENTS

#### THE SHORES ON RICHLAND CHAMBERS LAKE

This form is used to request approval of Projects such as:

1. Accessory Building/Above-ground Structure
2. Fences
3. Culverts
4. Temporary/construction driveway
5. Swimming pool or spa
6. Tree clearing
7. Sidewalk or concrete flatwork
8. Solar Energy Device
9. Mailboxes
10. Demolition (Houses, Guest Houses, Accessory Buildings, or other major extensive remodeling projects requiring roll-off or dumpster)
11. Other lot improvements

#### **Submit 2 PRINTED COPIES of:**

- This request form
- Site Layout, showing specific location of the improvement
- Design/construction details, including views, descriptions, dimensions, etc., as appropriate.
- Job Site Expectations with owner and contractor signatures.

Mail or hand deliver to **Jay Harbin - 797 Waters Edge - Corsicana TX 75109**

Information: [ACC.TheShores@gmail.com](mailto:ACC.TheShores@gmail.com)

**(Requests must be submitted no less than 2 business days prior to the ACC Meeting)**

**DESCRIPTION OF PROJECT:** \_\_\_\_\_  
\_\_\_\_\_

**Property Owner** \_\_\_\_\_  
Lot Number \_\_\_\_\_

Current Home Address \_\_\_\_\_  
\_\_\_\_\_

Cell Phone \_\_\_\_\_  
Email Address \_\_\_\_\_

**Builder/Contractor name** \_\_\_\_\_  
Builder/Contractor phone number \_\_\_\_\_  
Builder/Contractor email \_\_\_\_\_

Estimated Construction Start Date \_\_\_\_\_

#### **ACCESSORY BUILDING/ABOVE-GROUND STRUCTURE**

Square footage	_____	Height	_____
Front Setback	_____		
Rear Setback (measured from Rear Property Line to Rear of House)	_____		
Right Side Setback	_____		
Left Side Setback	_____		
Exterior wall materials	_____		
Roofing material	_____		
Roofing material life expectancy	_____		
Foundation type	_____		

#### **COVERED STRUCTURE below the 320' elevation (requires TRWD approval)**

P.O.A. of The Shores, Inc. -- Architectural Control Committee Date request received by ACC:  _____  APPROVAL or DENIAL  Signed: _____ Date: _____  Signed: _____ Date: _____
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**(Includes sheds, gazebos, and storage areas)**

Square footage (max 120 sq. ft.) \_\_\_\_\_

Exterior wall materials \_\_\_\_\_

Roof materials \_\_\_\_\_

Site Plan required – structure must be above the 318' elevation.

**Property Owner** \_\_\_\_\_

Lot Number \_\_\_\_\_

**FENCE** (Show layout and gates on site plan)

Material \_\_\_\_\_ Height \_\_\_\_\_ Length \_\_\_\_\_ Gate widths \_\_\_\_\_

**CULVERT**

Diameter: \_\_\_\_\_ inches Length: \_\_\_\_\_ feet

Lots 1-495 minimum requirements are per the Culvert Table on the POA Website. Lots 496-618 have a 15-inch diameter minimum requirement.

Indicate culvert placement location on a site plan and distance from a side property line.

**TEMPORARY/CONSTRUCTION DRIVE**

Driveway surface material \_\_\_\_\_

Width: \_\_\_\_\_ feet Length: \_\_\_\_\_ feet

**SWIMMING POOL / SPA**

- Installation of a pool or spa below the 320' (waterfront or canal lots) must also be approved by TRWD.
- Installation of an above-ground pool is only allowed on non-waterfront lots with a fence. (I&Cs)
- Indicate specific location on a site plan.

Pool construction material \_\_\_\_\_ Dimensions \_\_\_\_\_

Decking materials (if applicable) \_\_\_\_\_

Spa – portable or in-ground \_\_\_\_\_

**TREE CLEARING (requires an approved house and/or flatwork plan)**

- Per our covenants, any tree that measures ten (10) inches in diameter measured at four (4) feet from the ground requires ACC Approval before cutting or clearing. (CCRs 3.19)
- How many trees do you plan to remove? \_\_\_\_\_
- What is the reason for cutting/clearing these trees? \_\_\_\_\_
- Indicate specific location on a site plan.

**SIDEWALK or CONCRETE FLATWORK**

Sidewalk construction material \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_

Concrete flatwork purpose \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_

**SOLAR ENERGY DEVICE**

Location: Installed on roof \_\_\_\_\_ Located in fenced yard or patio \_\_\_\_\_

Frame/support bracket/wiring color (silver, bronze, or black tone) \_\_\_\_\_

**MAILBOX** (Show location on site plan)

Dimensions of mailbox \_\_\_\_\_

Structure will be 18" from asphalt edge. \_\_\_\_\_ Structure will be masonry. \_\_\_\_\_  
(initial) (initial)

**DEMOLITION**

Description (size) of structure to be demolished: House \_\_\_\_\_ sq ft. (HVAC) Guest House \_\_\_\_\_ sq ft. (HVAC)

Accessory Building \_\_\_\_\_

Extensive remodel requiring the use of roll-off container or dumpster \_\_\_\_\_

\_\_\_\_\_

**OTHER**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ I understand and will comply with the attached P.O.A. Vehicle Weight and Load Restrictions and Fine  
(initial) Policy.

\_\_\_\_\_ A P.O.A. Permit Fee made payable to "P.O.A. OF THE SHORES, INC." in the amount of \_\_\_\_\_  
(initial) is included with this request.

**The attached Job Site Expectations document must be signed and returned to the Architectural Control Committee.**

Property Owner Signature \_\_\_\_\_  
Date of Request \_\_\_\_\_

**P.O.A. of The Shores, Inc.  
Contractor Job Site Expectations and Associated Fines**

In an effort to improve communication with the property owners and contractors in our community, the Architectural Control Committee requires that an acknowledgement of this expectations document will be signed and returned to the committee.

The property owner is responsible for payment of any fines assessed.

**The committee may deny any future requests involving businesses that have not signed and adhered to the Contractor Job Site Expectations for each project.**

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1. A show of respect for residents and community property shall be maintained at all times while working in The Shores.
  - a. Contractors shall not trespass on neighboring property without prior approval of property owner.
  - b. Contractors shall not use private driveways as a turn-around for vehicles, trailers, etc. There are 29 intersections or cul-de-sacs throughout the subdivision that should be utilized as turn-around points.
2. Culverts are required and must be installed before an ACC approved project can begin. Culverts need ACC approval and may not extend more than fifteen (15) feet beyond the edge of the driveway, with a maximum total length of fifty (50) feet per lot.
3. Contractors shall comply with all vehicle weight and load limits, and gate access code requirements. The following specific restrictions apply in all cases:
  - Maximum of 6 cubic yard load for heavy materials such as concrete, gunite, gravel, select fill, stone, sand, topsoil, asphalt, or dredged material from the lake.
  - Maximum of 10 pallets of materials such as sod, stone, pavers (when stone is sold by the pallet rather than by the yard.)
  - Maximum of 12 cubes of brick.
  - Maximum of a 40,000-pound gross vehicle weight on all other materials, such as lumber.
4. Service providers are to adhere to all traffic signs and traffic regulations within the community in accordance with CC&R Section 3.27. "For the safety of all property owners, their families, guests, or other visitors, no one shall operate recklessly or exceed a speed limit of twenty-five (25) miles per hour while operating any motor vehicle within the Subdivision. All state and local laws regarding motor vehicle traffic will be enforced." Specific additional care must be taken to comply with all traffic signage including Yield to Pedestrian and Stop signs. **Service providers, including those providing services to homeowners, who frequently display flagrant disregard of and/or have multiple offenses for violating CC&R Section 3.27 will result in the offender being both restricted from "The Shores" subdivision and referred to the Navarro County Sheriff's Department for trespassing.**
5. Dumpsters are required on job sites and shall be emptied regularly to avoid overflowing and to prevent materials from blowing or falling out.
6. Building sites shall be free of loose trash, construction debris, food containers, water bottles, etc. Properties should be picked up and materials stored in an orderly fashion at the end of each workday.

7. Roadways shall be cleaned or swept regularly and kept free of dirt, mud, gravel, etc. This includes material overages from temporary driveways.
8. Community ditches shall be kept clear at all times. Building materials, fallen trees, pallets, etc. are to be located outside of the drainage ditches and onto the lot proper.
9. Drainage ditches and roadway edges shall be repaired when damaged or gouged by construction equipment/vehicles/trailers, etc.
10. Construction equipment equipped with rubber tracks/wheels is allowed on community roads. Metal tracked equipment must be transported to the building site without contacting the roadway. The use of “softeners” or mats to avoid road damage should be considered.
11. Contractors are liable for road damage associated with their work on properties.

**P.O.A. of The Shores, Inc.**

**Contractor Job Site Expectations and Associated Fines**

12. Soil/erosion management fences or other control measures are required on all properties during dirt work and construction on waterfront lots.
13. Storing of building and construction materials on roadways is prohibited.
14. Contractor vehicles, trailers, equipment, etc. shall not be parked on the roadways in any way that impedes or obstructs the normal flow of traffic.
15. Prior to starting any job, contractors shall meet with the property owner or contact the ACC to confirm approved project request forms are signed and on file.
  - a. Request forms must be signed by the property owner with initialed acknowledgements. No exceptions.
  - b. Mailbox construction requires prior ACC approval. Mailboxes must be masonry. They shall be placed 18” from the asphalt edge, as measured to the front of the structure.
16. Exterior building construction shall be completed within 9 months of the foundation pour.
17. The clearing of unimproved lots that create an unsightly condition shall be completed within 6 months from the start of the job.
18. Fines for violation of the above policies are as follows:
  - a. Culverts are required and must be installed before an ACC approved project can begin. Culverts need ACC approval and may not extend more than fifteen (15) feet beyond the edge of the paved driveway, with a maximum total length of fifty (50) feet per lot. \$500 fine.
  - b. Roadways shall be cleaned or swept regularly and kept free of dirt, mud, gravel, etc. This includes material overages from temporary driveways. Failure to comply allows the association to perform such maintenance required to bring roadway up to standard and the Contractor and client shall be liable for the cost of such work along with a \$250 fine per occurrence.
  - c. Community ditches shall be kept clear at all times. Building materials, fallen trees, pallets, etc. are to be located outside of the drainage ditches and onto the lot proper. Failure to comply allows the association to perform such maintenance required to bring ditch up to standard and the Contractor and client shall be liable for the cost of such work along with a \$250 fine per occurrence. See (IAW CC&R 3.15)
  - d. Drainage ditches and roadway edges shall be repaired when damaged or gouged by construction equipment/vehicles/trailers, etc. Failure to comply allows the association to perform such maintenance required to bring roadway and or ditch up to standard and the Contractor and client shall be liable for the cost of such work along with a \$250 fine per occurrence. See (IAW CC&R 3.15)

- e. Construction equipment equipped with rubber tracks/wheels is allowed on community roads. Metal tracked equipment must be transported to the building site without contacting the roadway. The use of “softeners” or mats to avoid road damage should be considered. Failure to comply allows the association to perform such maintenance required to bring roadway up to standard and the Contractor and client shall be liable for the cost of such work along with a \$250 fine per occurrence.
- f. Contractors are liable for road damage associated with their work on properties. Failure to comply allows the association to perform such maintenance required to bring roadway up to standard and the Contractor and client shall be liable for the cost of such work along with a \$250 fine per occurrence.
- g. Soil/erosion management fences or other control measures are required on all properties during dirt work and construction on waterfront lots. Failure to comply allows the association to perform such

**P.O.A. of The Shores, Inc.**

**Contractor Job Site Expectations and Associated Fines**

- maintenance required to bring erosion control measures up to standard and the Contractor and client shall be liable for the cost of such work along with a \$100 fine per day in violation. See (IAW CC&R 3.07 ‘... erosion control...’)
- h. Storing of building and construction materials on roadways is prohibited. Failure to comply allows the association to perform such maintenance required to clear and bring roadways up to standard and the Contractor and client shall be liable for the cost of such work along with a \$100 fine per day in violation. Storage of materials on roadways violates CC&R 2.13 as it denies non-exclusive easement of use.
  - i. Contractor vehicles, trailers, equipment, etc. shall not be parked on the roadways in any way that impedes or obstructs the normal flow of traffic. Contractor and client shall be liable for a \$100 fine per day in violation. Traffic blockage by contractor vehicle(s) storage on streets violates CC&R 2.13 as it denies non-exclusive easement of use. Moreover, the B.O.D. is obligated to provide general duties per CC&R 9.01 to “... improve and enhance ... safety...” which blocked traffic would negatively impact.
  - j. Prior to starting any job, contractors shall meet with the property owner or contact the ACC to confirm approved project request forms are signed and on file.
    - 1. Request forms must be signed by the property owner with initialed acknowledgements. No exceptions. Application to be denied if non-compliant.
    - 2. Mailbox construction requires prior ACC approval. Mailboxes must be masonry. They shall be placed 18” from the asphalt edge, as measured to the front of the structure. Failure to comply requires property owner to submit a remediation plan to the ACC for consideration and approval within 30 days of notice. Failure to comply allows the association to perform such maintenance required to clear the offending structure and bring roadways up to standard. The Contractor and client shall be liable for the cost of such work along with a \$100 fine per day in violation beyond the approved remediation date.
  - k. Exterior building construction shall be completed within 9 months of the foundation pour. \$1000/\$1000/\$100 – Fines applied are \$1000 for initial violation, \$1000 for violation of new timeline approved by B.O.D, \$100/day for each additional day in violation of either initial timeline and/or new timeline. Fines are cumulative.
  - l. The clearing of unimproved lots that create an unsightly condition shall be completed within 6 months from the start of the job. \$50 fine per day (IAW CC&R 3.11 Unsightly articles)

**NOTE: This fine policy serves in correlation with published fines in POA of The Shores legal documents.**

**\* Levying of fines will be pursuant to Texas Property Code Section 209.006**

**P.O.A. of The Shores, Inc.**  
**Contractor Job Site Expectations and Associated Fines**

Please complete the information below and return the signature page to the Architectural Control Committee.

Your signature acknowledges that you accept the Contractor Job Site Expectations, as set forth in this document.

The property owner is responsible for payment of any fines assessed.

Return to the ACC of The Shores, 797 Waters Edge, Corsicana 75109 or via email ACC.TheShores@gmail.com.

If you have any questions or concerns, please contact one of the Committee Members.

Property Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

Business Owner Signature \_\_\_\_\_

Business Name \_\_\_\_\_

Date \_\_\_\_\_

The Nineteenth Supplemental Certificate and Memorandum of Recording of Dedicatory Instruments for P.O.A of The Shores, Inc. Architectural Control Committee Contractor Job Site Expectations document is effective upon adoption hereof, to remain in force and effect until revoked, modified or amended by the Board of Directors, and shall be filed of record with the Office of the Navarro County Clerk

**P.O.A. of The Shores, Inc.**  
**Vendor/Contractor Gate Access Code Request Form**

A Gate Access Code is requested for the following Vendor/Contractor:

Company Name: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Contact Email for Vendor: \_\_\_\_\_  
(email is required)

Lot owners are required to inform vendors/contractors of the “POA Vehicle Weight and Load Restriction and Fine Policy”. Have you briefed the Vendor/Contractor above on the policy and the importance of briefing all sub-contractors of the policy and that complying with the policy is being enforced?

Yes \_\_\_\_\_ No \_\_\_\_\_

Violations of the policy will be the responsibility of the Lot/Homeowner.

Gate Access Codes for Vendors/Contractors will typically be issued for a maximum of 1 year. However, if you are requesting Vendor/Contractor access for a small project, you can request the code have a shorter duration. If the Vendor has not completed the project prior to the Code expires, you can resubmit this form for an extension. If the project is completed before the Gate Access Code expires, you may contact a BOD member and request the code be terminated.

I am requesting the Vendor Gate Access Code for: \_\_\_\_\_  
(Length of Time or Expiration Date)

**Requestor Information:**

Lot Owner Name: \_\_\_\_\_

Lot Number: \_\_\_\_\_

\_\_\_\_\_  
Lot Owner Signature

\_\_\_\_\_  
Date

## **P.O.A. of The Shores, Inc. Construction Permit Policy**

The property owner's association of The Shores POA, INC (the "Association") welcomes and invites Owners and Builders as an important part of this exceptional community. The Association wants to assist you in every way possible, but requires your cooperation, to make your project a success.

The natural environmental, and the time, care and expense invested by the Association and other parties to create the extraordinary amenities in The Shores community are obvious. These are among the factors which attracted you to The Shores community and which will undoubtedly attract future buyers. In addition, existing owners have made major investments in their homes and Lots, which must be recognized and protected. However, these investments may not be so obvious, and may not be similarly respected by your subcontractors, suppliers and employees (your construction team). We therefore issue this Policy in furtherance of the powers afforded the Board of Directors under the Bylaws and as authorized under Article IX Section 9.10 of the Declaration of Covenants, Conditions and Restrictions for The Shores on Richland Chambers Lake. This policy is intended for the use and benefit of both current owners and future owners. The fee permitting rule applies both to new construction or any modifications to or on existing Lots.

### **PROPERTY PRESERVATION**

The Board of Directors has considered and deliberated the impact of construction related activities including construction vehicles and equipment, on the infrastructure within The Shores community. The Association has a strong interest in preserving the roads within The Shores community. The Association has incurred increasing costs in repairing roads which were damaged by construction vehicles and equipment. The objective data supports the implementation of a construction permit fee to be charged to any owner seeking to construct or engage in certain construction activities on his or her Lot. In

addition to the Declaration's requirements to submit full and complete architectural control plans and specifications, each owner shall submit the following construction permit fee. Failure to file a request for a lot improvement with the ACC and work begins prior to ACC approval is a violation. A violation of this rule is a fine of \$500.

1.	New Home Construction Permit Fee 6,000 sq ft. or larger (HVAC)	\$10,000
2.	New Home Construction Permit Fee - 3,501 sq. ft. to 5,999 sq ft.(HVAC)	\$6,000
3.	New Home Construction Permit Fee - 2,500 sq. ft. to 3,500 (HVAC)	\$4,000
4.	New Home Construction Permit Fee - Less than 2,500 sq. ft. (HVAC)	\$2,750
5.	Guest House	\$1,000
6.	Renovations that change the footprint of the house	\$1,000
7.	Accessory Building (Shed - concrete truck delivery) 2 trucks or less 3 – 4 Trucks 5 or more trucks	\$250 \$500 \$1000
8.	Accessory Building (Shed – other than concrete floor)	\$100
9..	Retaining Wall (Cost per lineal foot)	\$2.50
10.	Piers/ Boathouses*	\$250/\$500*
11.	Boathouses/Piers with poured concrete flooring	\$750
12.	Sidewalks/flatwork (Involving concrete truck delivery) 3 Trucks or more \$500**	\$250/\$500**
13.	Pools	\$2,000
14.	Hot tubs/spas (using concrete or gunite truck delivery) 3 Trucks or more \$1,000**	\$500/\$1000**
15.	Fence Installation Permit Fee	\$250
16.	Complete demolition and removal of only the elevated structure - ½ of the current construction permit fee for the size of structure.	
16a.	6,000 sq ft. or larger (HVAC)	\$5,000
16b.	3,501 sq. ft. to 5,999 sq ft.(HVAC)	\$3,000
16.c	2,500 sq. ft. to 3,500 (HVAC)	\$2,000
16d.	Less than 2,500 sq. ft. (HVAC)	\$1,375
16.e	Guest House	\$500
16f.	Accessory Building	\$250
17.	Complete demolition and removal of the elevated structure and foundation – full price of the current construction permit fee for the size of the structure.	
17a.	6,000 sq ft. or larger (HVAC)	\$10,000



17b.	3,501 sq. ft. to 5,999 sq ft.(HVAC)	\$6,000
17c.	2,500 sq. ft. to 3,500 (HVAC)	\$4,000
17d.	Less than 2,500 sq. ft. (HVAC)	\$2,750
17e.	Guest House	\$1,000
17f.	Accessory Building	\$500
18.	Extensive remodel requiring the use of dumpster- Note companies utilizing a trailer are exempt.	\$500

\*NOTE - Sidewalks/flatwork (Involving concrete truck delivery) Charges not applicable if associated with new home construction and presented at time of new home plan submission. Payment of the building permit does not indemnify subcontractors, suppliers and employees (your construction team) from financial responsibility of correcting damages caused by arbitrary actions resulting in unwarranted damages.

\*The construction permit fee payment shall be made payable to “**P.O.A. OF THE SHORES, INC.**” The fee shall be returned in the event of the ACC’s disapproval of the plans and specifications. The construction permit fee shall accompany the plans and specifications submitted to the ACC for approval. When a property is sold before starting any approved projects, the ACC will consider those approvals void. Any permit fees are forfeited.

\*The Construction Permit Policy is effective upon adoption hereof, to remain in force and effect until revoked, modified or amended by the Board of Directors, and shall be filed or record with the Office of Navarro County Clerk.

### **P.O.A. of The Shores, Inc. Vehicle Weight and Load Restriction and Fine Policy**

In association with the building permit and any other situations wherein heavy loads could cause road damage the following weight and load restrictions apply:

- Maximum 6 cubic yard load for heavy materials, specifically concrete, gunite, gravel, select fill, stone, sand, topsoil, asphalt, dredged material from lake.
- Maximum 12 cubic yard load for lighter weight materials, specifically mulch, play chips.
- Maximum 10 pallets, specifically sod, stone, pavers (when stone is sold by the pallet vs. the yard).
- Maximum 12 cubes of brick.
- Maximum 40,000-pound gross vehicle weight on all other materials, e.g. lumber.
- Loads exceeding 40,000 must be transferred to a smaller vehicle/trailer on Spur 294 for delivery inside The Shores.

Moving Vans, concrete pumper trucks and septic tank vehicles are exempted from the Policy.

Required: Owners are required to provide notification to the BOD when heavy loads as defined above will be entering the community the day before the delivery is scheduled to begin. Failure to provide notification will result in a fine (see below).

Owners are also responsible for notifying the BOD of when a concrete/gunite pour is scheduled to begin at least 24-hours prior to the scheduled pour for EACH DAY a pour is scheduled. This includes pours rescheduled due to rain or shortage of trucks, etc. Failure to provide notification will result in a fine (see below).

Required: Members are required to provide copies of weight tickets for all concrete/gunite deliveries within 30 days. Failure to provide documentation within 30 days following a concrete/gunite delivery will result in a fine (see below).

Fines will be assessed as follows:

- \$250 for failure to notify the BOD the day prior to heavy load deliveries.
- \$250 for failure to notify the BOD 24-hours prior to a concrete/gunite pour.
- \$2,000 per load exceeding weight or load restriction.
- \$5,000 per concrete/gunite pour for failure to provide delivery documents within 30 days of concrete/gunite pour completion.

Contractors with multiple load violations shall have escalating fines applied to the member's account. Specifically, each specific violation reoccurring within a 12-month period will have the fine amount increase by the original fine amount for each occurrence: e.g. 3 loads violations within a 12-month period – last violation \$6,000.

Levying of fines will be pursuant to Texas Property Code Section 209.006.

Requests to the ACC for approval of site improvements will require the member to acknowledge that they understand and will comply with this policy before approval is granted.

The points of contact for notifying the Board of Directors for heavy load deliveries or concrete/gunite pour is Brian Butler at 214-463-8145 or alternatively Jeanice Freeman at 970-773-8169.

Required delivery documents will be submitted to the designated board member identified in the 24-hour pour notification. That board member shall review the documents to ensure compliance with load restriction.

This Vehicle and Load Restriction and Fine Policy document is effective upon adoption hereof, to remain in force and effect until revoked, modified or amended by the Board of Directors, and shall be files of record with the Office of the Navarro County Clerk.