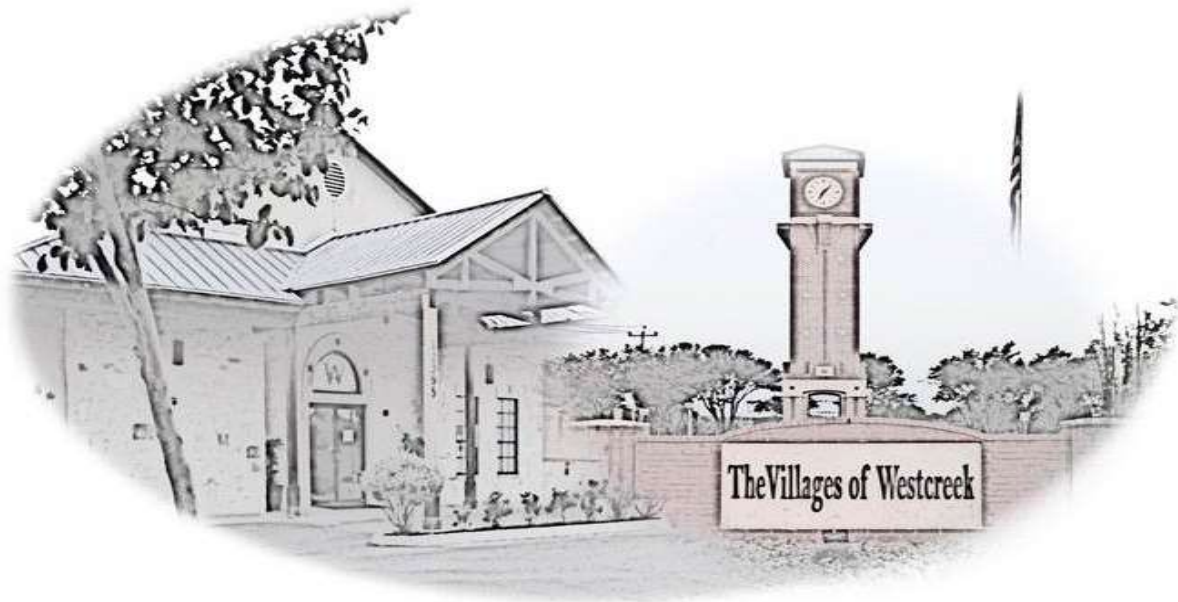




Standards for Architectural Design and Property Maintenance

Updated August 2016



VILLAGES OF WESTCREEK OWNERS' ASSOCIATION

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TABLE OF CONTENTS

TABLE OF CONTENTS	2
FOREWORD	7
1. VWOA-Declaration of Covenants, Conditions and Restrictions (CC&Rs)	8
2. Definition of Terms	8
2.1 VWOA:.....	8
2.2 ARC:.....	8
2.3 PIA:.....	8
2.4 Premises:.....	8
2.5 Tenant:	8
2.6 Resident:	8
2.7 Variances:	8
2.8 Modifications and Waivers:.....	8
2.9 Improvement/Change:	8
2.10 Plat/Lot Survey:	9
2.11 Minor Streets:	9
2.12 Major Streets and Roads:	9
3. VWOA Responsibilities	9
3.1 Board of Directors (BOD)	9
3.2 Architectural Review Committee (ARC)	9
3.3 Standards Department.....	10
3.4 Homeowners/Tenants	10
4. Villages of Westcreek Owners’ Association ‘Standards’	10
4.1 Primary Objectives	10
4.2 Purpose	10
4.3 Standards Monitors.....	10
4.4 Property Access	11
4.5 Homeowners/Tenants Courtesy Notice Prevention.....	11
5. How To Apply For Improvements or Changes	11
5.1 Property Improvement Application (PIA) Review Process.....	11
5.2 Application Procedure	12
5.3 Variances	13
5.4 Modifications and Waivers.....	13
5.5 Easement Access	13
6. Property Standards	13

6.1	Property Maintenance	14
6.2	Address House Numbering.....	14
6.3	Driveways, Driveway Aprons, Walkways, Sidewalks, Curbs and Streets	14
6.3.1	Driveway width extensions	14
6.3.2	Damaged driveways, driveway aprons or concrete/mortared frontal walkways.....	14
6.3.3	Damaged sidewalks, curbs or streets.....	15
6.3.4	Walkways	15
6.3.5	Pedestrian’s use of sidewalks/driveway aprons	15
6.3.6	Maintenance	15
6.4	Exterior Building Material Requirements for Homes	15
6.5	Fencing and Staining	15
6.5.1	Gates.....	16
6.5.2	Wood Fencing	16
6.5.3	Wrought Iron Fencing and Handrails.....	16
6.5.4	Other Fencing.....	17
6.5.5	Barbed Wire Fencing	17
6.5.6	Wooden Fencing and Staining along Major Streets.....	17
6.6	Flags of the U.S., State, Branches of our Armed Forces, and all other flags	17
6.6.1	Flag Poles mounted on the dwelling	17
6.6.2	Flag Poles installed in the ground	17
6.6.3	Flag Requirements.....	18
6.7	Outdoor Decorations.....	18
6.8	Outdoor Buildings and Structures in General.....	18
6.8.1	Storage Sheds, Workshops and Outdoor Kitchens.....	19
6.8.2	Greenhouses	19
6.8.3	Gazebos and Pergolas.....	19
6.8.4	Collapsible and Portable Structures	20
6.8.5	Garages and Carports	20
6.8.6	Decks, Patios, Covers and Enclosures	20
6.8.7	Retaining Walls	21
6.9	Improvements/Changes to Dwelling or other Buildings and Structures	22
6.9.1	Burglar Bars	22
6.9.2	Front Door Replacement	22
6.9.3	Storm/Security Glass Doors	22
6.9.4	Rain Gutters and Downspouts.....	22

6.9.5	Painting.....	22
6.9.6	Siding	22
6.9.7	Air Conditioners (Window Units).....	23
6.9.8	Solar Screens	23
6.10	Outdoor Equipment	23
6.10.1	Play Structures and Equipment	23
6.10.2	Antennas/Satellite/Dishes.....	24
6.10.3	Clotheslines and Other Outdoor Drying Facilities.....	24
6.10.4	Exterior Lighting	24
6.10.5	Security Cameras.....	24
6.10.6	Outdoor Furniture, Ornaments, and Other Objects	24
6.11	Landscaping.....	25
6.11.1	Xeriscaping.....	26
6.11.2	Plantings	26
6.11.3	Artificial Grass/Synthetic Turf.....	27
6.12	Drainage and Irrigation.....	27
6.12.1	Watering and Watering Systems	27
6.12.2	Water hoses	28
6.13	Vacant Homes.....	28
6.14	Roofing Materials and Equipment.....	28
6.14.1	Shingles	28
6.14.2	Metal Roofing	29
6.14.3	Non-approvable Roofing.....	29
6.14.4	Rooftop Equipment	29
6.15	Storage Containers.....	29
7.	Swimming Pools, Spas, Hot Tubs, and Saunas	29
7.1	Swimming Pools.....	29
7.2	Spas/Hot Tubs/Saunas	30
8.	Other Relative Information and Restrictions	30
8.1	Animals.....	30
8.1.1	Aggressive/Dangerous Animals.....	30
8.1.2	Breeding, Raising or Keeping Animals.....	30
8.1.3	Wild Animals	30
8.2	Commercial Activity and Home-Based Business.....	31
8.3	Dangerous, Unsafe Situations and/or Noxious and Offensive Activity	31

8.4	Waste Disposal	31
8.4.1	Waste Receptacles.....	31
8.4.2	Recycling.....	31
8.4.3	Waste Dumping.....	32
8.4.4	Options for Disposing Non-Hazardous Items	32
8.4.5	Options for Disposing Hazardous Items	32
8.5	Fireworks	33
8.6	Hunting, Trapping of Animals and Discharge of Firearms	33
8.7	Noise Animal/Nuisance	33
8.8	Religious Displays	33
8.9	Yard/Garage/Estate/Auction Sales	33
8.9.1	Yard/Garage Sales.....	33
8.9.2	Estate Sales.....	34
8.9.3	Auction Sales.....	35
8.10	Vehicles of all Types	35
8.10.1	Recreational Vehicles.....	35
8.10.2	Motorcycles and All-Terrain Vehicles	35
8.10.3	Trailers/Recreational Vehicle Storage at Residence	35
8.10.4	Motor Vehicles.....	35
8.10.5	Commercial Vehicles	36
8.10.6	Vehicles for Sale	36
8.10.7	Utility/Cargo Trailers	36
8.10.8	Food Preparation Vehicles	36
8.10.9	Parking on Front Yards	36
8.11	Electricity Producing Power Sources	36
8.11.1	Solar Panels	36
8.11.2	Solar Hot Water Systems	36
8.11.3	Ground Mounted Collectors.....	36
8.11.4	Wind Turbines/Windmills.....	37
8.11.5	Ground Mounted Transformers and Air Handling Equipment	37
8.12	Sun Tubes/Sky Lights.....	37
9.	Sign Policy	37
9.1	VWOA Signs	37
9.2	Open House Signs.....	37
9.3	For Sale/Lease/Rent Signs.....	37

9.4 Personal Business/Service Signs37
9.5 Commercial Business/Service Signs38
9.6 Political Signs38
9.7 Homemade Signs/Postings38
9.8 Alarm/Security Signs.....38
Appendix A - Improvements/Changes Allowed Without ARC Approval.....39
Appendix B – Sample Property Improvement/Change Application (PIA)41
Appendix C – Sample Plat/Lot Survey42
Property Owners’ Association Management Certificate 1st Amendment.....44

FOREWORD

San Antonio Savings Association was the original developer and declarant for the Villages of Westcreek Owners' Association, Inc., who wrote the original *Design Guide* in April 1991. The ARC revised the *Design Guide* in January 1994. In August 1998, an 'ad hoc' working group, with input from Homeowners and the BOD, revised the *Design Guide* and titled it 'Standards for Architectural Design and Property Maintenance.' Since then, the Standards were revised in December 2004, April 2010, January 2012, and August 2016.

This document replaces the January 2012 'Standards for Architectural Design and Property Maintenance', hereafter referred to as 'Standards.' The Villages of Westcreek Owners' Association, Inc., 'Declaration of Covenants, Conditions and Restrictions,' hereafter referred to as 'CC&Rs,' is the basic document for which these Standards are based on.

(Refer to [Appendix A](#) for a list of improvements or changes that are allowed without ARC approval, and [Appendices B](#) and [C](#) for a sample PIA and a sample Plat/Lot Survey.)

Note: The Standards and CC&Rs may be viewed **under Documents** at 'www.villagesofwestcreek.com.'

The 'Standards' have been revised by the ARC to include: 1) addition of new information per Texas laws and the CC&Rs; 2) making necessary corrections; and, 3) clarifying certain topics to make them easier to understand.

We recommend that all copies of the previous revisions of the 'Standards' be recycled. Any feedback concerning this document is welcomed and encouraged for submission to the ARC, for consideration during the next revision/review, to:

Villages of Westcreek Owners' Association
12395 Military Drive West
San Antonio, Texas 78253-6021

1. VWOA-DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS (CC&Rs)

PURPOSE. This legal document was established to provide reasonable rules, regulations and guidelines for improvements/changes regarding residential properties within the Villages of Westcreek Owners' Association (VWOA). The CC&Rs are supplemented by the 'Standards' that apply to all single-family residential areas within the VWOA. These Covenants provide formal and conclusive information regarding the rules of the Community as well as providing the legal enforcement of those rules that form the basis for a 'Deed Restricted Community.'

For years, deed restrictions have been successful in many residential and mixed-use developments. These protective covenants are the basis for ensuring a quality environment as well as assisting residents in maintaining the property values at their highest. Deed restrictions cover basic considerations such as allowed land uses, setbacks, utility easements, materials, colors, etc. to be used plus the procedures for dealing with non-compliance. Generally, their purpose is to: 1) preserve, so far as possible, the natural beauty of the properties; 2) avoid harsh contrasts between structures and landscape; 3) guard against the use of unsuitable materials and the erection of poorly designed or proportioned structures; 4) encourage and secure the erection of attractive improvements that are harmonious and compatible with their sites; and, 5) enhance and maintain the environmental quality and economic value of the Homeowner's property.

Please report any potential violations of these Standards or CC&Rs to the Standards Superintendent. Any information received will be kept confidential.

2. DEFINITION OF TERMS

The following are some terms and their definitions that are used throughout the Standards:

2.1 VWOA: Abbreviation for 'Villages of Westcreek Owners' Association.'

2.2 ARC: Abbreviation for 'Architectural Review Committee.'

2.3 PIA: Abbreviation for 'Property Improvement/Change Application.' This form is used for Homeowners/Tenants to apply for an improvement or change to the dwelling's exterior, entire property surrounding the dwelling, and other buildings or structures. (*Refer to [Appendix B](#) for sample PIA*)

2.4 PREMISES: All buildings, structures and land within the property boundaries as defined in the property Plat/Lot Survey, to include the fences.

2.5 TENANT: Renter or Lessee.

2.6 RESIDENT: Homeowner/Tenant.

2.7 VARIANCES: Changes from the CC&Rs that are requested by the Homeowner or builder and recommended for Approval/Disapproval by the ARC to the BOD for final decision.

2.8 MODIFICATIONS AND WAIVERS: Changes from the Standards and Article X of the CC&Rs that are requested by the Homeowner and Approved/Disapproved by the ARC.

2.9 IMPROVEMENT/CHANGE: This term applies to the original construction and any change made thereafter to the dwelling's exterior and the entire property, such as painting, roofing material, gutters, storage buildings, fencing, fence staining, landscaping, flag poles, concrete driveways and walkways, retaining walls, play equipment, swimming pools, lighting, color, other equipment, and any other improvement/change that may not be included in this document. Drainage must be considered when proposing any change to the property.

2.10 PLAT/LOT SURVEY: This document: 1) shows the dimensions of the initial improvement, utility easements, setback lines, and drainage contour(s); 2) is usually provided at closing, but a copy may be obtained from the title company or the Bexar County Clerk’s Office; and, 3) is required for most improvements/changes to the premises unless ARC approval is not required in accordance with [Appendix A](#). (Refer to [Appendix C](#) for sample Plat/Lot Survey)

2.11 MINOR STREETS: Any two-way street with a right-of-way that measures less than sixty (60’) feet in width and fronts residential properties within the Villages of Westcreek.

2.12 MAJOR STREETS AND ROADS: Public thoroughfares with a right-of-way that exceeds sixty (60’) feet in width. Those within the Villages of Westcreek are: Military Drive West, Westcreek Oaks, Westcreek View and Grosenbacher Road.

Note: Additional definitions are listed in Article I of the VWOA CC&Rs.

3. VWOA RESPONSIBILITIES

The following section briefly summarizes the responsibilities of the primary groups associated with management of and maintaining the CC&Rs and Standards for the VWOA.

3.1 BOARD OF DIRECTORS (BOD)

BOD are Homeowners who are elected by other Homeowners at annual meetings. The BOD consists of five (5) members: President, Vice President, Treasurer, Secretary and Assistant Secretary. They are committed to serving the community, and usually meet at least once a month, in the evening at the Community Center. Meetings are announced in advance via the internet and postings throughout the community. The current BOD are identified on our website. The CC&Rs require the BOD to establish the ARC by appointing three (3) regular members and two (2) alternate members.

3.2 ARCHITECTURAL REVIEW COMMITTEE (ARC)

The ARC consists of volunteer Homeowners who are sensitive to the desires and needs of residents.

The primary objective of the ARC is to enhance and preserve property values throughout the community while being as consistent and fair as possible with their decisions and recommendations. The ARC has the authority to:

- a. Adopt and administer the review process on behalf of the VWOA;
- b. Review and approve or disapprove plans and specifications for each request for improvements/changes to the premises;
- c. Make changes to this document as deemed necessary in accordance with the CC&Rs and applicable Federal, State and local laws; and,
- d. Make reasonable effort to assist the applicant with their requests and any other concerns regarding the ‘Standards.’

In the event that a Homeowner and members of the ARC are unable to reach a compromise on a specific situation, the ARC, at its discretion, may contact a qualified professional to examine the request and provide recommendations, but only if the Homeowner agrees and understands that he/she will be charged a reasonable fee for the actual cost for the service. If the Homeowner does not agree, the ARC members will then have the authority to render the final decision. In any event, all ARC decisions shall be final and conclusive, and no Homeowner or any other person, association or entity shall have any recourse against the ARC’s decisions or any member thereof, for its or such member’s approval or disapproval

of all or any portion of any submitted materials, or for any other decision rendered under the authority of this Declaration. *(Refer to VWOA-CC&Rs, Article IX in its entirety)*

3.3 STANDARDS DEPARTMENT

The Standards Department is responsible for monitoring all residential properties within the Association to ensure that they are in compliance with the CC&Rs and Standards.

3.4 HOMEOWNERS/TENANTS

All Homeowners/Tenants are responsible for maintaining the property and complying with terms and conditions in accordance with the CC&Rs and the Standards. Other than those items shown in [Appendix A](#), Homeowners' assessments must be current before improvements or changes can be requested. In addition, Tenants must obtain their property owner's written approval for each change/improvement as outlined on the PIA, and include it with the Application (PIA). The Homeowners are responsible for informing those who lease/rent their property that they have certain responsibilities under these Standards and the CC&Rs. There is a welcome packet available at the Community Center's office.

4. VILLAGES OF WESTCREEK OWNERS' ASSOCIATION 'STANDARDS'

4.1 PRIMARY OBJECTIVES

Property owners in the Villages of Westcreek are firmly resolved to maintain the attractiveness and enhance the property values of the Community. The VWOA CC&Rs and Standards provide the basis to ensure that each home and the improvements/changes around it are designed well, composed of suitable materials and that the property appearance is maintained to keep the values at their highest. Curb appeal is a very important factor that attracts prospective buyers and Tenants when deciding on where to make their home. VWOA's primary objectives are more thoroughly defined throughout this document.

Note: If there is a conflict between this document and the CC&Rs, the CC&Rs will prevail. Various sections, herein, make reference to the Article(s) in the CC&Rs that supports that particular section.

4.2 PURPOSE

This document is designed to support the CC&Rs and any applicable Federal, State and local laws, to make it easier for Homeowners/Tenants to find the topic(s) of interest and to understand their responsibilities as it relates to these documents and being a resident of this Community. It also provides information and guidance to assist applicants as they prepare a PIA for submission to the ARC for review and approval. This document also helps all residents understand the policies and procedures that apply to each residential lot within the Community. *(Refer to [Appendix B](#) for sample PIA)* *(Refer to VWOA-CC&Rs, Article II, Section 2.02)*

4.3 STANDARDS MONITORS

Standards Monitors inspect all residential properties throughout the Association to verify that they are in compliance with the VWOA governing documents (CC&Rs, By-Laws, and Standards). Courtesy Notices, issued to residents, will include the number of calendar days to correct specific situations throughout the entire property. In some cases, the Notice requires the submission of a PIA to the ARC for consideration due to an improvement or change that is in progress or has been completed without prior approval. Residents may contact the Standards Department with any questions, concerns, or extension requests.

4.4 PROPERTY ACCESS

Although the CC&Rs legally grant access to residential property, it is the policy of the VWOA to coordinate with the resident prior to entering beyond the fence. Unless safety or health concerns are evident, members of the Association's Management Staff, Standards Monitors, BOD and ARC will not enter residential properties beyond the front fence gate without the resident's approval. It is, however, preferred that the resident be present if possible. When property improvements or changes are approved by the ARC, applicants are provided 90 days to complete the project. If the project is still in progress after 90 days, the applicant must request an extension. After the 90 day period or the granted extension period, Standards Monitors will contact the resident to schedule a date and time to enter the property to perform the required inspection to ensure that the project is completed as approved by the ARC.

If the project has not been started within 90 days, the Homeowner should contact the office for an extension or submit a new PIA. The Monitors' failure to provide the applicant with a PIA does not negate the Homeowner's responsibility to submit or resubmit a PIA. If the Homeowner does not plan on completing the approved project, they should contact the office.

4.5 HOMEOWNERS/TENANTS COURTESY NOTICE PREVENTION

To prevent a Courtesy Notice from being issued, Homeowners/Tenants are responsible for complying with the CC&Rs and VWOA Standards. Failure to comply with Courtesy Notice(s) issued may result in the following:

- a. Texas Property Code notification letter, which may result in an administrative processing fee;
- b. Suspension of the usage of the recreational facilities/amenities; and/or
- c. Legal action, which may result in legal and additional processing fees.

5. HOW TO APPLY FOR IMPROVEMENTS OR CHANGES

The 'Standards' outline the procedures and provide guidance on how to obtain approval for improvements or changes to the premises. PIAs are not required for changes to the interior of the dwelling. Before Homeowners/Tenants may proceed with any plan to make improvements or changes to the premises, as required herein, approval must be obtained from the ARC. Before Tenants may apply for improvements/changes other than those shown in [Appendix A](#), the Tenant must have prior written permission from their property owners approving the submitted changes or improvements as outlined on the PIA. The Homeowner's approval and the PIA must be submitted to the Association and ARC for review and consideration. In either case, the Assessments, as established by the BOD, must be current when requests are submitted.

5.1 PROPERTY IMPROVEMENT APPLICATION (PIA) REVIEW PROCESS

The review process begins with the Homeowner/Tenant. The ARC evaluates the proposed improvements or changes using the CC&Rs and the Standards as references. The process does not include consideration of building code compliance or structural integrity, which is the responsibility of the Homeowners and builders. There is nothing in the CC&Rs, the Standards or the review process that exempts the builders and/or Homeowners from their responsibilities of securing applicable permits and complying with all other requirements of the county/city, state and federal government that may apply to the development of that property.

5.2 APPLICATION PROCEDURE

If you are not sure that your proposal is approvable, call the Standards Superintendent for guidance or submit a PIA with all supporting information and documents to the ARC for review.

- a. The PIA is designed for Homeowners/Tenants to request an improvement/change to the dwelling's exterior, entire property and other buildings or structures in accordance with the Standards. The PIA may be downloaded from our website or obtained at the Community Center's office. The applicant is responsible for submitting a completed PIA, along with all applicable supporting information and documents, to the Community Center's office no later than **end of business day each Friday** to allow adequate processing time before the ARC meets on Tuesday afternoon. Submissions received after noon on Monday may be presented to the ARC for consideration at their next regular meeting; however, due to time restraints, they may not be considered until the following meeting. (Refer to [Appendix B](#) for sample PIA)
- b. Application requirements are as follows:
 - 1) A completed PIA must be submitted to the ARC for approval with a complete description of the proposed improvement/change. This information will make it easier for the ARC to properly, thoroughly and promptly render a decision without causing a delay;
 - 2) Provide any applicable documents, materials, color samples, drawings, sketches, pictures, brochures, photographs and all applicable dimensions that adequately describe the proposal; if any permanent structure is proposed for placement in/over a utility easement as shown on the Plat/Lot Survey, written authorization from all applicable utility companies must accompany the request for ARC approval; and
 - 3) Include a copy of the Plat/Lot Survey (if applicable) showing the location of the improvement/change. If the Plat/Lot Survey is required and is not on hand, you may obtain a copy from your title company or the Bexar County Clerk's Office.
- c. Application review will result in either approval **or** disapproval. The ARC's review is based on the adequacy of the materials, site dimensions, conformity and harmony of external design including color schemes, location with respect to neighboring structures and properties in compliance with the specific and general intent of the VWOA's CC&Rs and Standards.

The ARC must act on initial PIAs within 15 days after they are received by the ARC, or they are automatically approved. If the applicant does not provide sufficient information to allow the ARC to render an appropriate decision, the application will be disapproved and the applicant is given fifteen (15) days to provide the information requested to the ARC. However, if the information is not received within fifteen (15) days of the disapproval, the disapproval stands. (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey) (Refer to VWOA-CC&Rs, Article IX, Section 9.12)

- d. ARC Approval/Disapproval. When the ARC approves an applicant's request (PIA), ninety (90) days will be allowed to complete the project. If the project is still in progress, an extension may be requested. If the project has not begun, the applicant will be informed that a new PIA must be submitted. If the ARC disapproves an applicant's request (PIA), the applicant may amend their design and resubmit a new PIA for consideration or appeal the decision.

Note: Changes made without ARC approval may be required to be removed or modified.

With the exception of improvements or changes that do not require ARC approval, in accordance with [Appendix A](#), improvements or changes to the premises may not be commenced or permitted to remain on any portion of the property until plans and specifications are submitted to the ARC for review on a PIA. (Refer to [Appendix B](#) for sample PIA)

5.3 VARIANCES

The BOD may grant a **variance** to the **CC&Rs** if the Homeowner or builder submits a PIA to the ARC showing that the proposal will be beneficial and consistent with the general architectural style and design of the community and compatible with the natural and built surroundings. A copy of the Plat/Lot Survey must also be included to show the location of the proposed change. The ARC will forward the PIA along with their recommendation to the BOD for final decision. Such requests, however, are exceptional and are not routinely approved. (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey and VWOA-CC&Rs, Article IV, Section 4.01 a.)

5.4 MODIFICATIONS AND WAIVERS

All applications are reviewed on a case-by-case basis; therefore, exceptions can be made to the Standards listed below. The ARC may, but is not required to, grant **modifications and waivers** to Article X of the CC&Rs and the ARC rules (i.e., **Standards** not covered in the CC&Rs) if the Homeowner submits a PIA showing that: 1) the modification is necessary due to an undue hardship; and 2) that a modification or waiver will not be detrimental (aesthetically or economically) or disagreeable to Homeowners of any other residential properties including the neighbors. The PIA must include a copy of the Plat/Lot Survey or other documentation acceptable to the ARC showing the proposed location. A wheelchair access ramp or wrought iron railings at the main entry of the dwelling are examples of a qualifying modification. (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey and VWOA-CC&Rs, Article IX, Section 9.19)

5.5 EASEMENT ACCESS

The BOD and the ARC, as well as the Standards Superintendent, Standards Monitors and those who are responsible for managing the Villages of Westcreek, have a legally established permanent easement access to enter upon any and all residential properties within the Villages of Westcreek to verify compliance with the CC&Rs and Standards. Except for circumstances involving safety or health concerns, the VWOA associates mentioned above will make every attempt to obtain the resident's approval before entering the property beyond the fencing. The resident may authorize the associate(s) to enter the property with or without their presence, however, it is preferred that the resident accompany the associate(s) when possible. Property owners are responsible for maintaining a clear access to the easement area for any repair deemed necessary by the utility providers. Easements are created for a variety of reasons, such as above ground utilities on towers and underground utilities. To determine if there is a utility easement on the property, refer to your Plat/Lot Survey. Other than seasonal plantings, anything of a permanent nature should not be placed on any utility easement. (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey and VWOA-CC&Rs, Article IX, Section 9.14; Article X, Sections 10.03 and 10.08; and Article XIV, Sections 14.01 and 14.05).

6. PROPERTY STANDARDS

Specifications outlined in the following paragraphs apply to Homeowners/Tenants. A list of items that do not require approval is shown on [Appendix A](#). All items not listed in [Appendix A](#) require ARC approval prior to making any improvements/changes. If considering improvements/changes that are not described herein, call the Standards Superintendent for guidance or submit a PIA to the ARC. (Refer to [Appendix B](#) for a sample PIA).

6.1 PROPERTY MAINTENANCE

The Homeowner/Tenant shall keep the premises in a well maintained, safe, clean and attractive condition at all times. This includes, but is not limited to, items visible from the street or adjoining property, such as: yards, fences, structures, furniture, play equipment, windows, window screens, solar screens, blinds, curtains, etc. **Refusal to maintain residential properties** after several notices go unheeded and it becomes evident that the Homeowner/Tenant has no intention to comply as requested, the VWOA has the right to:

- a. Perform the maintenance; and
- b. Demand reimbursement from the Homeowner for the incurred cost. Such cost shall constitute a lien upon the property and is enforceable and collectible in accordance with the CC&Rs.

(Refer to VWOA-CC&Rs, Article X, Section 10.12; Article XI, Section 11.02; and Article XIII, Section 13.03 s.)

6.2 ADDRESS HOUSE NUMBERING

Address numbers are required for the timely and accurate response of all emergency vehicles and law enforcement officials. Plants and tree limbs must be kept clear of the address on the house at all times.

The address numbers must be:

- a. Affixed to the front of the dwelling;
- b. No less than two (2") inches in height; and,
- c. Clearly legible from the street at all times.

Local vendors will paint address numbers on curbs for a small fee that **do not require ARC approval**, however they will fade over time and is subject to being rubbed off by vehicle tires and/or street sweepers. Affixing additional addresses, anywhere else on the property, requires a PIA be submitted to the ARC for approval to include the type of material, color(s), size, type of lighting, if any, and a copy of the Plat/Lot Survey showing the proposed location. (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey).

6.3 DRIVEWAYS, DRIVEWAY APRONS, WALKWAYS, SIDEWALKS, CURBS AND STREETS

No structure, permanent or temporary may be placed in such a manner as to change the grade (i.e., change the drainage originally designed by the builder).

6.3.1 Driveway width extensions

Driveway width extensions may only be:

- a. Broom-finished concrete flatwork or paver stones to match the driveway; or
- b. Other material such as crushed or decomposed granite, rocks or gravel as well as flagstones, paver stones, brick, that is or is not mortared in place.

In either case, the width may not exceed the left or right outer edges of the garage. A PIA along with a copy of the Plat/Lot Survey showing the proposed location must be submitted to the ARC for prior approval. (Driveway extensions are not considered walkways.) (Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey).

6.3.2 Damaged driveways, driveway aprons or concrete/mortared frontal walkways

Damaged driveways, driveway aprons or concrete frontal walkways, regardless of the cause, must be repaired with matching material, color, and be broom finished. Repairs must be made within a

reasonable time period as agreed to between the Homeowner and the Standards Superintendent. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 f.*)

6.3.3 Damaged sidewalks, curbs or streets

Damaged sidewalks, curbs or streets, regardless of the cause, are the responsibility of Bexar County. The only exception is in the Westcreek Gardens, where the sidewalks, curbs and streets are owned by the VWOA. Therefore, the Association is responsible for damages in this area.

6.3.4 Walkways

Walkways may be of concrete flatwork, paver stones, flagstones, bricks, rocks, crushed granite or gravel and may not exceed four (4') feet in width. A PIA with a copy of the Plat/Lot Survey showing the proposed location, materials, dimensions and color must be submitted to the ARC for approval according to the following:

- a. Installed in front of the fencing. Concrete flatwork may be colored, textured or etched in patterns and must be broom-finished. The color of flagstones, paver stones, rock, crushed granite or gravel either mortared or not must be compatible with the color scheme of the property. These products must be maintained as originally intended and may need to be replaced within a reasonable time period as agreed to between the Homeowner and the Standards Superintendent. If bricks are proposed, recommend that the style/color match those of the dwelling. Walkways are not considered driveway extensions and may not be parked on.
- b. Installed behind the fencing. Concrete flatwork may be colored, textured or etched in patterns. If colored, it is recommended that it be compatible with that of the dwelling. Bold or bright colors may be approved on a case-by-case basis. Materials such as paver stones, flagstones, brick, rock, crushed granite or gravel that are not mortared in place, are recommended to reduce water drainage/damage onto adjoining properties.

6.3.5 Pedestrian's use of sidewalks/driveway aprons

It is unlawful to allow any object including trash/recyclable containers, refuse, motor vehicles, trailers, portable basketball goals, toys, tree limbs and other planting to interfere with the pedestrian's full access of sidewalks and driveway aprons. Soil that washes upon sidewalks requires removal as it is a safety issue for pedestrians. Violations are subject to ticketing by law enforcement; please call Sheriff's Department non-emergency number at (210) 335-6000 or the Constables Office at (210) 335-4850 to report it. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 q. and Americans With Disabilities Act, Title III, Part 36, Sub Part B, 36.211(a) and Sub Part C, 36.304.*)

6.3.6 Maintenance

Remove oil, rust, mildew and other stains from driveways, walkways, and sidewalks.

6.4 EXTERIOR BUILDING MATERIAL REQUIREMENTS FOR HOMES

Any change of existing exterior materials must have prior ARC approval.

Note: The use of HardiePlank (a non-wood cement-based product) or other similiar material used as siding does not qualify percentage wise and is not an acceptable substitute for stone, brick, stucco, or other masonry products. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 d.*)

6.5 FENCING AND STAINING

Any change to previously approved fencing that surrounds residential properties, other than the exceptions explained below, require prior ARC approval. Fencing located on adjoining property lines is the responsibility of both Homeowners, thus the repair or replacement expenses should be shared on a 50/50 cost basis.

Fencing may not be placed any closer than five (5') feet from the front corner of the house and five (5') feet from the front corner of the garage.

Pickets, boards and posts that are broken, rotted, warped, leaning or missing, must be replaced. If replacing with the same materials, size and/or stain as previously approved, further ARC approval is not required.

6.5.1 Gates

Additional gates require ARC approval. They must be of the same material, width, thickness and height as previously approved for the fencing; and if applicable, stained the same color as previously approved for the fencing.

6.5.2 Wood Fencing

Wooden fencing, on residential properties, requires:

- a. Six (6') foot vertical pickets and posts such as cedar, redwood, oak, cypress or treated wood (not mixed);
- b. Picket dimensions be either 1"x4"x6' or 1"x6"x6', but not mixed;
- c. Posts to be 4"x4"x6' or 6' galvanized steel, rust coated steel or aluminum, but not mixed; and,
- d. All posts and framing must be installed inside the fencing that face any street.
- e. A manufactured product that has the graining appearance of wood will be considered for approval on a case-by-case basis.

(Refer to VWOA-CC&Rs, Article XIII, Section 13.03 h.)

Wood is subject to premature rotting if landscaping materials such as soil, grass, raised flower or vegetable beds, trees, bushes, etc. come into direct contact with the wood. It is recommended that a barrier is installed between the landscaping and the fencing using materials such as removable timbers/masonry or other manufactured products. A minimum of six (6") inches of space is also recommended between the fence and any plants to allow fresh air and sunlight to minimize mold from forming on the fencing.

Fence and gate stains must allow the original texture of the wood to be clearly visible. Cedar, redwood or cypress stain colors are preferred to provide continuity throughout the community. Prior to staining, a PIA along with the proposed color sample(s) must be submitted to the ARC for approval. When replacing any portion of the fence that is currently stained, as approved by the ARC, new wood must be stained with the same color. Re-staining the fencing with the same color as previously approved is allowed without ARC approval.

Painting wooden fencing is not permitted.

Attaching electric wiring to shared fencing is not permitted unless approved by the ARC.

Note: If staining is proposed for wooden fencing that is weathered/discolored, pressure washing is an excellent method of reviving the original appearance of wood before applying the stain.

6.5.3 Wrought Iron Fencing and Handrails

Wrought iron fencing requires a variance from the BOD and are limited to six (6') feet in height and may only replace the back fence if the area in back of the fence is a greenbelt or utility easement. (Similar products may be approved on a case-by-case basis.) The request needs to be given to the ARC with clearly described product information along with a copy of the Plat/Lot Survey showing the proposed location to be presented to the BOD for consideration.

Handrails, new or additional, may not exceed three (3') feet in height. The request for prior ARC approval must clearly describe the product and its necessity along with a copy of the Plat/Lot Survey showing the proposed location.

Fencing and handrails must be maintained such as removing chipped paint, repainting, removal of rust and the repair of any other damage that may occur.

6.5.4 Other Fencing

Other manufactured products that have the appearance of wood, masonry, or stone may be considered on a case-by-case basis.

6.5.5 Barbed Wire Fencing

Barbed wire fencing is non-approvable. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03h.*)

6.5.6 Wooden Fencing and Staining along Major Streets

Wooden fencing and staining along major streets that border individual lots on Military Drive West, Westcreek Oaks, Westcreek View, Grosenbacher Road, Potranco Road and Talley Road shall be maintained according to the following (*Reference Administrative Resolution 32*):

- a. Fences must be vertical and eight (8') feet in height or as originally built by the builder/developer. Repairs are the Homeowner's responsibility, therefore, if any wood other than cedar is proposed, a PIA must be submitted to the ARC for prior review and possible approval. The type of wood and picket widths six (6") inches shall not be mixed.
- b. Brick columns that support the fencing are also the Homeowner's responsibility. Repairs must match the original color of the brick and design.
- c. The stain that is used for all wooden fencing that faces the major streets throughout our Community is determined by the VWOA.

Removal of graffiti from the fencing on residential properties that face minor streets is the responsibility of the Homeowner, and those that face the major streets are the responsibility of the Association (*Reference Administrative Resolution 32*).

6.6 FLAGS OF THE U.S., STATE, BRANCHES OF OUR ARMED FORCES, AND ALL OTHER FLAGS

6.6.1 Flag Poles mounted on the dwelling

Flag poles are allowed to be mounted on the dwelling without ARC approval, if they:

- a. Are **only** mounted on the dwelling facing the street;
- b. Are no longer than six (6') feet in length;
- c. Are not made of PVC or similar material (wood, stainless steel, aluminum, bronze or fiberglass is acceptable); and,
- d. Do not exceed two (2) per residence.

6.6.2 Flag Poles installed in the ground

Flag poles installed in the ground require prior ARC approval. Only one (1) pole is allowed and it must be:

- a. No taller than twenty (20') feet;
- b. No shorter than fifteen (15') feet; and,

- c. Placed in front of the dwelling, but no closer than ten (10') feet from the curb and no closer than five (5') feet from the property lines. (Commercial grade rust proof aluminum, fiberglass, bronze, stainless or carbon steel is approvable).

6.6.3 Flag Requirements

Flags flown at residential properties within the Villages of Westcreek must meet the following requirements:

- a. Flag sizes may not exceed three (3') by five (5') feet.
- b. The U.S. Flag must always be on top of any others including the flag of any branch of the U.S. Armed Forces.
- c. If the U.S. Flag or State Flag is flown at night, it must be properly illuminated in accordance with existing Federal and State laws.
- d. Flags that become faded, frayed or torn, must be removed or replaced.
- e. Flags may not be affixed to any other object including trees.
- f. The halyard must be securely fastened to prevent the noise caused by winds banging them against the pole.
- g. If any flag pole is deteriorated or structurally unsafe, it shall be repaired, removed, or replaced.
- h. The U.S. Flag must be displayed in accordance with 4 U.S.C. Sections 5-10. The State of Texas Flag must be displayed in accordance with Chapter 3100 Government Code. All other flags should be flown in accordance with their governing body requirements.
- i. No flag pole shall be constructed on any residential property without prior ARC approval.

(Refer to Texas Property Code, Title 11, Chapter 202, Section 202.012)

6.7 OUTDOOR DECORATIONS

- a. Holiday decorations may be displayed on the premises, without ARC approval, if they are displayed no earlier than:
 - 1) forty (40) days before Christmas;
 - 2) thirty (30) days before all other holidays; and,
 - 3) must be removed no later than fifteen (15) days following the actual holiday's date (the Christmas holidays have until January 16 to be removed).
- b. Special event decorations such as birthdays, anniversaries, newborns, returning veterans, etc., may be displayed on the premises for no more than three (3) days without Standards Department approval, if:
 - 1) the number of decorations are minimized; and,
 - 2) decorations or signs are not placed anywhere else within the Villages of Westcreek, including the properties fronting any entrance to the Villages of Westcreek.

6.8 OUTDOOR BUILDINGS AND STRUCTURES IN GENERAL

This may include, but is not limited to, storage sheds, workshops, greenhouses, pergolas, gazebos, decks, patios, deck or patio covers, outdoor kitchens and retaining walls. Any addition to the primary structure is considered an addition when it is used as a living space and is completely enclosed by glass, wood, or

other approved material and/or air conditioning is installed. This requires ARC approval and may require the services of a licensed architect.

Note: No structure, permanent or temporary may be placed in such a manner as to change the grade (i.e., change the drainage originally designed by the builder).

Storage sheds, workshops, greenhouses, pergolas, gazebos, and outdoor kitchens are limited to one (1) of a kind per residence; are not attached to any other building or structure; and, must be placed behind the dwelling. The request for prior ARC approval must be submitted on a PIA along with all supporting information/documents and a copy of the Plat/Lot Survey showing the proposed location. On a case-by-case basis, the ARC may approve a request for a paintable or stainable manufactured product if it has the graining appearance of wood and the roofing type and color is compatible with that of the dwelling. Metal roofing may be considered, see [Section 6.14.2](#). (Refer to [Appendices B and C](#) for sample PIA and Plat/Lot Survey)

The size and placement requirements are as follows:

- a. Size limitations are limited to one hundred twenty (120') square feet external dimensions and ten (10') feet in height.
- b. Placement/location must be behind the dwelling, but the approvable location depends on whether the building/structure is considered temporary or permanent as follows:
 - 1) Temporary: built on non-permanent foundations, must be placed behind the dwelling, but no closer than two (2') feet from any fencing to allow space for maintaining the fencing and the building/structure.
 - 2) Permanent: built on foundations or anchored in the ground, must be placed behind the dwelling, and no closer than two (2') feet from the fencing. If any permanent structure is proposed for placement in/over a utility easement as shown on the Plat/Lot Survey, written authorization from all applicable utility companies must accompany the request for ARC approval. (Refer to VWOA- CC&Rs, Article X, Section 10.08)

6.8.1 Storage Sheds, Workshops and Outdoor Kitchens

Storage sheds and workshops must be made of wood, wood composite, or resin materials; compatible with the type, texture, materials and color of the siding or trim of the dwelling; and, compatible with the same type and color of the dwelling's roofing. A manufactured product may be approvable if: the colors are compatible with the dwelling; the sturdiness and durability matches or exceeds that of a wooden shed; it has the appearance of wood grain; and, the roofing type and color are compatible with that of the dwelling.

Outdoor kitchens may be of the same material as storage sheds, workshops, or patios, but must follow the same guidelines as those structures.

6.8.2 Greenhouses

Greenhouses must be made of wood, wood composite, powder coated metal, or resin materials and placement/location must be behind the dwelling. Wood may be: left natural; clear-sealed; stained in accordance with the acceptable stains in [Section 6.5.2](#) under 'Wood Fencing'; or painted with a color that is compatible with the dwelling. Clear glass, plexiglass, or fiberglass are acceptable materials for walls and/or roofs. Corrugated materials are not allowed.

6.8.3 Gazebos and Pergolas

Gazebos and Pergolas are approvable under the following conditions:

- a. Placement/location must be behind the dwelling.

- b. Size is limited to one hundred forty-four (144') square feet and twelve (12') feet in height.
- c. Made of wood, wood composite, powder coated metal, or resin materials.
- d. Treated wood may be left natural, clear-sealed, stained and or painted.
- e. Untreated wood must be sealed, stained or painted.
- f. The roof may be solid, open beam/rafter-type, or canvas.
- g. Solid roofs must be compatible with the same type, material, style, color, texture and roof shingles on the dwelling.
- h. Open beam rafter-type roofs must match the type of wood and color of the structure's frame work.
- i. Canvas roofs must be well maintained and color compatible with dwelling.
- j. Color must be complementary with the property.

6.8.4 Collapsible and Portable Structures

Collapsible and portable structures, such as canopies, gazebos, tents, etc., designed for easy set-up and storage, may be used temporarily for special occasions no more than three (3) days, without ARC approval, but only if used behind the dwelling and stored following the event.

6.8.5 Garages and Carports

Garage door(s) must be maintained in good condition including the paint and repair of any damage that occurs. Garages may not be altered or converted into a living space if the alteration or conversion is apparent from the outside. Screens may not be placed over the garage opening while garage doors are closed and must always be in good working condition. When the screen is not in use and the garage door is closed, no part of the screen (to include screen, hardware, brackets, hooks, etc.) can be visible.

Carports are not permitted.

6.8.6 Decks, Patios, Covers and Enclosures

Decks, patios, covers and enclosures require prior ARC approval.

6.8.6.1 Decks

- a. Must be placed behind the dwelling;
- b. If placed over an easement as shown on the Plat/Lot Survey, written approval from all applicable utility companies must accompany the request for ARC approval;
- c. Must be designed so as not to interfere with drainage patterns;
- d. Must be made of wood such as cedar, red wood, treated wood or wood composite;
- e. May be left natural, stained or sealed; and
- f. Require, for the ARC's review, a PIA describing the materials, size, and proposed color sample with a description of the proposal, along with a copy of the Plat/Lot Survey showing the proposed location. (*Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey*)

Note: If painting or staining is proposed, the color must be complementary to the dwelling and the PIA must include the proposed color sample(s).

6.8.6.2 Patios

- a. Must be placed behind the dwelling but not within the side setbacks;

- b. If placed over an easement as shown on the Plat/Lot Survey, written approval from all applicable utility companies must accompany the request for ARC approval;
- c. Must be designed so as not to interfere with drainage patterns as designed by the builder;
- d. Should be designed to allow water runoff and prevent pooling;
- e. Require, for the ARC's review, a PIA describing the materials, size and proposed color sample along with a Plat/Lot Survey showing the proposed location. (Refer to [Appendices B and C](#) for sample PIA and Plat/Lot Survey)

Note: Patio surface materials are usually of concrete flat work, but brick, pavers, stone, granite, gravel, flagstone or tile is approvable. Concrete flat work can be etched in pattern form, textured, or colored. If colored concrete flat work is proposed, earth tone or a color that is compatible with the color scheme of the dwelling is recommended.

6.8.6.3 Covers

- a. Open covers consists of beams or rafters. The cover must be made of wood such as cedar, redwood, treated wood or wood composite; may be left natural, stained or sealed; and approved by the ARC. Canvas, shade cloth, awnings or similar material may be approved provided there is an appropriate framing structure, and must be maintained in good condition.
- b. Solid covers must be made of asphalt, fiberglass, manufactured or metal material that has the color, style, and/or texture appearance of shingles. Metal roofing may be considered, see [Section 6.14.2](#).

All covers must be maintained in good condition.

If a stainable/paintable manufactured product is used, it must have the graining appearance of wood and will be considered on a case-by-case basis. (Refer to VWOA-CC&Rs, Article IX, Sections 9.02 and 9.14; and Article XIII, Section 13.03 d.)

6.8.6.4 Enclosures

Enclosures may be:

- a. Cedar, cypress or redwood;
- b. Treated/untreated wood;
- c. Stained/painted;
- d. Enclosed with screens or glass; or
- e. A stainable/paintable manufactured product that may be approved on a case-by-case basis. If staining, refer to [Section 6.5.2](#) under 'Wood Fencing.' If painting, the color must be compatible with the color of the siding or trim on the dwelling.

6.8.6.5 Awnings

Awnings installed over rear decks/patios; side entrances to the dwelling; outside buildings; or windows of the dwelling, require prior ARC approval. The material and color must be compatible with the masonry or house siding/trim and be clearly integrated into the design of the dwelling. Awnings are not permitted on any portion of the dwelling that faces the street.

6.8.7 Retaining Walls

Retaining walls require ARC approval by submitting a PIA to include the materials, color, height as measured from ground level and a copy of the Plat/Lot Survey showing the proposed location. Walls that are: four (4') feet or less in height do not require a permit unless the wall supports a surcharge; and, greater than four (4') feet in height (with or without a surcharge) require a permit and must be designed and inspected by a licensed engineer. Those documents must be submitted with the proposal to the ARC

for consideration. The height is determined by a measurement from the base of the wall to the top of the wall at the highest point. (*Refer to City of San Antonio Information Bulletin dated March 19, 2010 and revised July 26, 2010 and VWOA-CC&Rs, Article IX, Section 9.14; and Article XIII, Section 13.03 h.*)

6.9 IMPROVEMENTS/CHANGES TO DWELLING OR OTHER BUILDINGS AND STRUCTURES

6.9.1 Burglar Bars

Burglar bars or any other object that resembles burglar bars may not be installed to the exterior of the dwelling or any other building on the property.

6.9.2 Front Door Replacement

Front door replacement requires ARC approval, to include: a diagram and color sample. The door may be wooden, metal or a manufactured product that can be stained or painted. The color must be compatible with the color of the dwelling. Unpainted metal doors are not permitted.

6.9.3 Storm/Security Glass Doors

Storm/security glass doors do not require ARC approval if they:

- a. Are full glass and/or combination of glass and screen;
- b. Are color compatible with the dwelling; and,
- c. Do not have the appearance of burglar bars.

6.9.4 Rain Gutters and Downspouts

The color of the gutters and downspouts may not be reflective, bright or bold and must be compatible with the dwelling's exterior. Downspouts must also be positioned to prevent soil erosion and control runoff to prevent damage to adjoining properties. If these terms are met, ARC approval is not required. All gutters and downspouts must be maintained in good working order and kept free of leaves. Sagging gutters must be re-secured to the house. (*Refer to VWOA-CC&Rs, Article IX, Section 9.14; and Article X, Section 10.06*)

6.9.5 Painting

Painting all or any exterior part of the dwelling or outdoor storage sheds, the same color as previously approved, does not require ARC approval. All paintable surfaces must be maintained in attractive condition. If faded, chipped, mildewed or discolored, those areas must be repainted. When painting any structure a different color, a PIA along with proposed color sample(s) and a color picture must be submitted to the ARC for approval.

(*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 s.*)

Note: All structures must be painted to match. Colors are limited to shades of 'earth tone' and, most importantly, must be compatible with the masonry on the main dwelling. 'Earth tone' as defined herein, are the varying shades of white, beige, brown, tan, green, red, blue, gray and some shades of terra cotta. Other variations of 'earth tone' colors may be considered on a case-by-case basis.

Paint colors of the dwelling such as purple, yellow, orange and pink are not approvable as well as bright or bold colors of red, blue and green. Paint colors on fascia boards, trim, garage and other doors, rain gutters, or any wooden accent must compliment the principal color of the dwelling.

6.9.6 Siding

Siding for dwellings is available in various materials and requires ARC approval prior to installation. HardiPlank lap siding is one of the most popular, however there are several others that are worth

considering such as vinyl and aluminum. (Materials must be replaced in kind. Siding including HardiPlank is not an acceptable substitute for stone, brick, stucco, or other masonry products.)

6.9.7 Air Conditioners (Window Units)

Window room air conditioners for two story homes without a separate air conditioning unit to cool the second floor, may be approved depending on whether it is:

- a. Considered to be in the best interest of the Homeowner, renter, lessee or family members' special health needs and well-being;
- b. Of slimline design that will not extend more than eight (8") inches outside the dwelling; and,
- c. Not installed in any window in front of the dwelling.

A PIA must be submitted to the ARC to include the depth of the unit along with a Plat/Lot Survey showing the proposed location.

6.9.8 Solar Screens

Window solar screens, used to filter the sun, may be installed on the outside windows of the dwelling without ARC approval if the color is compatible with the dwelling's brick and trim. These must be maintained, repaired or replaced when needed. Any other type of window coverings including reflective screening are not permitted.

6.10 OUTDOOR EQUIPMENT

6.10.1 Play Structures and Equipment

Play Structures, Equipment and Accessories may be made of wood, wood composite, powder coated metal, or resin materials. A PIA must be submitted to the ARC for approval along with a complete description including the materials, dimensions, stain colors and a copy of the Plat/Lot Survey showing the proposed location. These structures:

- a. Must be placed behind the dwelling and preferably centered between the side fencing, to minimize their visibility from the street;
- b. May not exceed twelve (12') feet in height as measured from ground level;
- c. Must be at least two (2') feet from any fencing; and,
- d. Must be maintained in good working order.

6.10.1.1 Permanent Play Courts

Permanent play courts (i.e. basketball, tennis, etc.) must be placed behind the dwelling, but no closer than two (2') feet from any fencing. If placement in/over a utility easement as shown on the Plat/Lot Survey, written authorization from all applicable utility companies must accompany the request for ARC approval.

6.10.1.2 Basketball Goals

Basketball Goals proposed for installation in the ground with or without a sleeve requires ARC approval. They must be placed at least fifteen (15') feet back from the curb and next to the driveway. Goals or any similar equipment may not be attached to any portion of the dwelling or any other object. The request for approval must be submitted on a PIA along with a copy of the Plat/Lot Survey showing the proposed location. A viable option would be to place it behind the dwelling and no closer than two (2') feet from any fencing. If placement in/over a utility easement as shown on the Plat/Lot Survey, written authorization from all applicable utility companies must accompany the request for ARC approval. (*Refer to VWOA-CC&Rs, Article X, Section 10.8*)

6.10.1.3 **Portable Goals**

Portable goals do not require ARC approval if the goals are maintained at least fifteen (15') feet back from the curb and placed near the garage. Portable goals may be temporarily placed in the street next to the curb (homes facing Westcreek Oaks Drive may not place goals in the street), but only if the slanted driveway hampers the players' usage, and only if:

- a. It is currently in use;
- b. It is placed back in its original location immediately after use; and,
- c. The responsible resident assumes the relative safety and liability.

6.10.1.4 **Trampolines**

Trampolines do not require ARC approval if placed behind the dwelling and in a location to minimize visibility from the street. Placement may not be closer than two (2') feet from any fencing.

6.10.2 **Antennas/Satellite/Dishes**

Antennas, Satellite, and Air Wave Reception/Transmission dishes used to receive radio/TV transmission or any other form of electro-magnetic signals including HAM Radio Operators do not require ARC approval if installed behind the dwelling (but not on utility easements as shown on the Plat/Lot Survey) and they do not exceed ten (10') feet above the highest roofline of the dwelling. None may transmit signals that interfere with radio or television reception. Vivint® antennas do not require ARC approval.

6.10.3 **Clotheslines and Other Outdoor Drying Facilities**

- a. Clotheslines installed permanently on posts, do not require ARC approval if they are: placed behind the dwelling; no taller than six (6') feet in height to restrict its visibility from the street.
- b. Other facilities used for drying or airing laundry must be placed behind the dwelling and may not exceed six (6') feet in height. To apply, a PIA including a full description and dimensions of the equipment along with a copy of the Plat/Lot Survey showing the proposed location, must be submitted to the ARC for approval. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 m.*)

6.10.4 **Exterior Lighting**

Solar or accent low voltage/wattage lighting placed along driveways, walkways or flowerbeds do not require ARC approval. However, visible string, rope, or net lighting is not allowed in front of the dwelling except for holidays. Any other lighting placed/installed outside the dwelling in the front or above the fence line in the rear requires a PIA to be submitted to the ARC for prior approval along with a copy of the Plat/Lot Survey showing the proposed location and the wattage. Placement/position must prevent glaring onto any street or neighboring properties. (*Refer to VWOA-CC&Rs, Article X, Section 10.09; and Article XIII, Sec 13.03 g.*)

6.10.5 **Security Cameras**

Security cameras may be placed on the dwelling and do not require prior ARC approval, provided they do not encroach upon the neighbors' privacy (i.e. windows, doors, patios, decks, or pools).

6.10.6 **Outdoor Furniture, Ornaments, and Other Objects**

In Front of the Fencing/Dwelling

Items such as arbors, trellises, chairs, benches, bistro table and chair sets, powder-coated metal gliders/adult swings, water fountains, statues, lampposts, security lights or any other similar items require prior ARC approval. (All items must be maintained in an attractive condition at all times) The PIA must reflect as much descriptive information as possible such as color, dimensions, materials, size,

etc. to include a copy of the Plat/Lot Survey showing the proposed location. If in doubt, submit a PIA to the ARC for review.

Significant determining factors, in the review process, will be if such items:

- a. Have curb appeal;
- b. Aesthetically enhance the property; and,
- c. Are not offensive to the neighbors.

The ARC will not approve items such as vinyl or non-recycled plastic furniture; metal folding chairs; collapsible canvas or fabric chairs/lounges; as well as furniture/swings hanging from trees and other similar furniture on the front porch or lawn. Curtains/shades are not permitted for the front porch. Furniture may not be allowed to remain on driveways. (Those that are non-approvable for the front of the dwelling may be placed behind the fencing/dwelling.) If any cooking accessories are used in front of the dwelling, they must be stored out of sight as soon as possible after usage and the area cleaned-up immediately.

Play accessories used in front of the dwelling such as tricycles, bicycles, wagons, scooters, skateboards, ramps and plastic basketball goals, as well as beach, soccer and basketballs are to be stored out of sight when not in use.

Behind the Fencing/Dwelling

Items such as adult wooden swings, benches, chairs (covered or uncovered), arbors and trellises (that do not extend above the fence line), as well as bistro table and chair sets, do not require ARC approval provided that the appearance of such items are maintained in an attractive condition and not offensive to the neighbors.

6.11 LANDSCAPING

When residential properties are not maintained, including lawn care, etc., in accordance with the Standards, their value depreciates and prospective buyers are discouraged. It also affects caring neighbors as well as the success of a well managed Deed Restricted Community. The Standards were established to assist all Homeowners in maintaining the property's appearance in such a manner that the value is maintained at its highest. (*Refer to VWOA-CC&Rs, Article X, Section 10.12*)

Landscaping is very significant to the appearance of all residential properties within the Villages of Westcreek. The ARC requires builders to initially install front yard landscaping within ninety (90) days of occupancy to prevent soil erosion. Consequently the resident is required to continue maintaining ground cover such as natural grass, artificial/synthetic turf or xeriscaping to: prevent soil erosion; present an attractive appearance throughout the community; maintain properties that appeal to prospective buyers; and, help maintain property values at their highest. (*Refer to VWOA-CC&Rs, Article XI, Section 11.02*)

Landscaping/construction materials and tools used when an improvement or change is approved by the ARC, may be temporarily visible as long as the work continues to progress toward completion within a reasonable time frame. Although the terms 'temporarily' and 'reasonable' are not clearly defined in the CC&Rs, the time limit will be determined according to the nature of the project as agreed to between the resident and Standards Monitor or Standards Superintendent. If the project is not completed within 90 days, the resident must submit a request for an extension up to ninety (90) additional days if there are no changes from original request.

Ground cover such as natural grass, artificial/synthetic turf or xeriscaping (weeds do not qualify) is required on the entire premises including outside the fencing on corner lots to prevent soil erosion and to enhance home values by maintaining attractive properties throughout the VWOA.

6.11.1 Xeriscaping

Xeriscaping is permitted, but no more than fifty (50%) percent of the front yard, including driveways and walkways, may be covered by impermeable materials (e.g., asphalt, concrete). Xeriscaping is an option to provide ground cover in areas that have little rain and/or mandatory water restrictions. A combination of plants along with ground cover such as rock, flagstone or gravel is preferred. For a list of plants that thrive well in hot climates with little water, we would recommend viewing the website 'www.saws.org/Conservation'. If using rock and gravel, it is suggested their size be no larger than nickels and quarters for the ease of walking on. Also, appropriate weed blocking material is recommended to help prevent any vegetation from growing through the ground cover. Any plants closer than ten (10') feet from the curb may not exceed three (3') feet in height, as measured from ground level, to provide adequate visibility for motorists at intersections and when backing out of driveways. A PIA with a comprehensive description of all plantings and materials along with a copy of the Plat/Lot Survey showing the proposed location(s) must be submitted to the ARC for review. All xeriscaped areas must be maintained as designed and proposed and not allowed to fall into a state of disrepair. (*Refer to VWOA-CC&Rs, Article XI, Section 11.02 g.*)

6.11.2 Plantings

Plantings that alter the character of the landscape require ARC approval. Also, any plantings in front of the dwelling, within ten (10') feet of the curb, may not exceed three (3') feet in height as measured from ground level to allow motorists a clear view of pedestrians and street traffic while backing out of driveways and at intersections. Plants, including trees, are the preferred method of screening buildings, structures or other objects behind the fencing, to minimize their view from the street. Tree limbs, shrubs, and other plantings that extend over sidewalks must be kept pruned/trimmed to assure that pedestrian travel and street traffic are not obstructed. (*Refer to VWOA-CC&Rs, Article XI, Section 11.02 g.*)

- a. Seasonal plantings do not require ARC approval for those in front of the dwelling or for hanging or potted plants if they are kept within reason.
- b. Trees may not be planted within ten (10') feet from the curb including corner lots. Utility companies may remove or damage any permanent plantings in utility easements. Oak trees can be damaged by pruning, wind, or lightning. The wound of a damaged Oak tree should be treated immediately with a commercial tree dressing or any latex paint to prevent Oak Wilt (a form of fungus) from forming on the tree and to prevent spreading the disease to other trees.
- c. Use of plants with low water requirements is strongly encouraged. Landscape watering can be minimized by utilizing good planting and design to include limited turf areas; efficient irrigation; soil amendments and mulches; or xeriscaping.
- d. Treat bare and brown spots to present a healthy and attractive lawn.
- e. Grass with or without weeds that surrounds the property, may not exceed five (5") inches in height. Turf and other ground cover needs to be edged to prevent growing over sidewalks, walkways, driveways, around trees, shrubs, flower beds and around the house foundation.
- f. Remove and discourage the growth of weeds on the entire premises, including: flowerbeds or xeriscaping; and the seams between the driveway, walkways, sidewalks, and the curb and street.
- g. Remove trash, leaves, and trimmings from the lawn, sidewalk, driveway and street.
- h. Remove dead trees or plants completely. Dead limbs in trees and shrubs must be removed.

- i. ARC approval is not required if a tree is either: a) removed completely; b) replaced with one (1) of the same species and planted at least ten (10') feet from the curb including corner lots.
- j. Trim any shrubbery or tree limbs that interfere with:
 - 1) pedestrian's full access of sidewalks or driveway aprons;
 - 2) street traffic;
 - 3) traffic signs;
 - 4) motorist's view at intersections and while backing out of driveways.

Note: Any object that interferes with the pedestrian's full access of sidewalks or driveway aprons is unlawful and subject to ticketing by law enforcement.

- k. Outside of the dwelling must be maintained in such a manner to prevent the spreading of disease and infestation as well as discouraging rodents, snakes, roaches and other disease-carrying pests from encroaching the property. (*Refer to Article X, Section 10.12 of the CC&Rs and Chapter 343 of the Texas Health and Safety Code*)

6.11.3 Artificial Grass/Synthetic Turf

- a. Sample of the turf must be included with all requests submitted for approval.
- b. Should be installed by a qualified and experienced professional.
- c. Color must be green and look as natural to real grass as possible.
- d. Site for the installation should be properly prepared. This includes the removal of all natural grass/weeds, installing limestone, and capping off the water sprinkler systems.
- e. Must be kept neat, clean, and in good repair at all times. Infill should be added and brushed in as needed to the top layer of the grass/turf as part of the routine required maintenance.

6.12 DRAINAGE AND IRRIGATION

Water drainage on all residential properties must be controlled to prevent soil erosion; and run-off to adjoining properties. (*Refer to VWOA-CC&Rs, Article X, Section 10.06 and Article XI, Section 11.02 e.*)

6.12.1 Watering and Watering Systems

Lawn watering and other usage is subject to the mandated guidelines by SAWS (San Antonio Water System) that was established to conserve the water that is supplied by the Edwards Aquifer.

Note: There are various stages that may be put into effect due to over usage or droughts. These guidelines apply to any method of water use including swimming pools and automobile washing. Use of commercial car washing facilities is recommended since their water must be recycled.

Regardless of which watering stage is in effect, any type of sprinkler system is only allowed during the late night and early morning hours. The hours vary according to which stage is in effect and the assigned date for watering is based on last digit of your house number. Above ground hose sprinklers must be stored next to the faucet when not in use, and all other above ground sprinklers (such as pvc) must also be stored out of sight after use. Watering with a hand-held hose is allowed at any time of day through Stage III. For all watering stages, refer to 'www.saws.org/Conservation'.

- a. Rain barrels are encouraged for watering plants and gardens. They are available in various sizes, shapes, colors, designs and some are designed for placement underground. ARC approval is not required if they are placed behind the fence to restrict their visibility from the street. If placed in

front of the dwelling, they may be approvable, if they are adequately screened or are decorative and blend in with the outside appearance of the dwelling. A color picture of the barrel(s) along with a PIA and a Plat/Lot Survey showing the location of the barrel(s) must be submitted to the ARC for approval. (*Refer to Texas Property Code 202, Section 202-007*)

- b. Sprinkler systems (below ground and automatic) are an efficient method of watering lawns and landscaping to prevent wasteful watering as well as monitoring water usage in accordance with the guidelines established by SAWS (the community's water source). ARC approval is not required, however it is recommended that installation be made by irrigators or technicians who are licensed by the Texas Commission on Environmental Quality (TCEQ) or plumbers licensed by the Texas State Board of Plumbing Examiners. If property owners install their own system, licensed plumbers are not required; however Texas House Bill 1656 applies to any installer as follows:
 - 1) the installation must meet all requirements of the Bill that includes spacing, water pressure, preventing water spraying over surfaces made of concrete, asphalt, brick, wood, stones set in mortar or any other impervious material.
 - 2) a rain or moisture shut off device (or other technology) must be installed along with an isolation valve placed between the water meter and the backflow prevention device.
 - 3) when an irrigation system is being installed, maintained, altered, repaired or serviced by licensed installers, a licensed irrigator or licensed technician must be on-site.

6.12.2 Water hoses

Hoses must be kept/stored neatly next to the faucet or removed from view when not in use. ARC approval is not required for stand alone water hose reels/hangers or to attach to the side of the dwelling or fence next to the front faucet.

6.13 VACANT HOMES

Vacant homes must be maintained. Violations of the CC&Rs and Standards will be reported to the Homeowner, Real Estate agency, or Mortgagee as appropriate. Refusal to maintain residential properties after several notices go unheeded and it becomes evident that the Homeowner has no intention to comply as requested, the VWOA has the right to:

- a. Perform the maintenance; and
- b. Demand reimbursement from the Homeowner, Real Estate agency, or Mortgagee as appropriate for the incurred cost. Such cost shall constitute a lien upon the property and is enforceable and collectible in accordance with the CC&Rs. (*Refer to VWOA-CC&Rs, Article X, Section 10.12; Article XI, Section 11.02; and Article XIII, Section 13.03 s.*)

6.14 ROOFING MATERIALS AND EQUIPMENT

ARC approval is required unless replacing shingles of the same type and color that was previously approved. The color must be compatible with those of the dwelling. Bright or bold colors or those that are reflective (shiny or glaring) are non-approvable. A sample of the color(s) must accompany the request for approval. Plastic, corrugated fiberglass or wood may not be used as a roof covering.

6.14.1 Shingles

Shingles have various warranty periods based on the estimated life expectancy. The ARC recommends at least a thirty (30) year fire resistant composition or fiberglass shingles. Weather conditions greatly influence shingle damage such as temperature changes and high winds, therefore a professional roofer

should be consulted as to the type of roofing that is best for the climate. Shingle type and colors, on storage sheds and structures, must be compatible with those of the dwelling.

6.14.2 Metal Roofing

The following rules apply when considering metal roofing for residential properties within the Villages of Westcreek and may be approved by the ARC on a case-by-case basis:

- a. ARC review and approval is required prior to installation;
- b. Approvable metal roofs of the dwelling are those that are rust proof and have the appearance of composition or fiberglass shingles, including the texture, coloration and same life expectancy;
- c. Galvalume steel, galvanized steel, and aluminum may be considered by the ARC on a case-by-case basis for other buildings and structures behind the dwelling, such as: storage sheds, gazebos, patio covers, or the like. The color must be compatible with the roofing of the dwelling and be non-reflective (must not be shiny or glaring); and,
- d. Installation should be performed by a licensed roofer.

6.14.3 Non-approvable Roofing

Non-approvable roofing includes metal (unless otherwise approved by the ARC as stated in [Section 6.14.2](#), slate, clay tile, wood, plastic, corrugated panels, or those that are reflective (shiny or glaring).

6.14.4 Rooftop Equipment

Mechanical exhaust equipment, skylights and any other apparatus affixed to or passing through the roof requires a PIA to be submitted to the ARC for prior approval along with a copy of the Plat/Lot Survey showing the proposed location. This equipment should be installed on the backside of the roofing and far enough below the highest roofline to restrict its visibility from the street. If installing any preventative material or equipment to keep animals from entering the attic, it is recommended that the installation be under the equipment at or below the roof opening. (*Refer to VWOA-CC&Rs, Article X, Section 10.05; and Article XIII, Section 13.03 e. and k.*)

6.15 STORAGE CONTAINERS

Storage Containers such as PODS and Packrat: One (1) container may only be placed in the driveway (excludes the driveway apron) and is allowed up to five (5) days without requesting approval. Additional days must be approved by the Standards Superintendent.

7. SWIMMING POOLS, SPAS, HOT TUBS, AND SAUNAS

7.1 SWIMMING POOLS

Above or below ground pools must be placed behind the dwelling and no closer than five (5') feet from the fences. Below ground pools require written approval from all applicable utility companies if placed within the utility easement as shown on the Plat/Lot Survey. To apply, a PIA along with a copy of the Plat/Lot Survey showing the proposed location must be submitted to the ARC for approval. A qualified and licensed pool contractor should be consulted when planning a pool to assure that all safety measures are taken. ARC approval is not required for small plastic kiddie pools as long as they are placed behind the fence.

(*Refer to [Appendices B](#) and [C](#) for sample PIA and Plat/Lot Survey*)

7.2 SPAS/HOT TUBS/SAUNAS

Outdoor spas, hot tubs and saunas require ARC approval and must be placed behind the dwelling and preferably on patios or decks, and no closer than five (5') feet from the fencing. If placement is proposed anywhere else on the property, none may be placed within the dwelling's side setbacks. To apply, a PIA along with a copy of the Plat/Lot Survey showing the proposed location must be submitted for approval.

8. OTHER RELATIVE INFORMATION AND RESTRICTIONS

The following are selected conditions or restrictions as established in the CC&Rs and community-accepted policy.

8.1 ANIMALS

Bexar County requires that domestic pets must be leashed when outside the confines of the home or fenced area and that all vaccinations be current. (Farm animals are not considered domestic pets.) The number of domestic pets for each residence shall be limited to five (5); however, none may present a dangerous, harmful, unsafe, noxious or offensive environment. Walkers must clean-up after their pets, not only for sanitary purposes, but also for the consideration of their neighbors and others. Currently, there are no areas within the Villages of Westcreek that are specifically designated for walking pets. Bexar County Animal Control will respond to calls on domestic animals that have bitten a person, domestic animals that are aggressive, and stray/nuisance domestic animals. Call (210) 335-9000 M-F, 8 AM to 5 PM; on nights and weekends call (210) 335-6000. See Bexar County Commissioners Court Order dated January 20, 2015, An Order Establishing Animal and Rabies Control Authorities Within the Unincorporated Areas of Bexar County.

8.1.1 Aggressive/Dangerous Animals

Aggressive/dangerous animals that owners know can be dangerous to others, should either obtain liability coverage of at least \$100,000 or be able to show commensurate financial responsibility to cover any bodily injury that could occur. (*Refer to Texas Health and Safety Code, Title 10, Chapter 822*). Owners of unrestrained animals in Bexar County are subject to being fined by law enforcement. If any person observes an animal a). viciously attacking any person or an animal, call 911 immediately for medical attention; or b). acting in a dangerous or vicious manner, call the Bexar County Sheriff's office at (210) 335-6000 and report the incident to the VWOA office at (210) 679-8761. In accordance with Texas Property Code, Title 11, Chapter 209, residents may file complaints against any person owning an animal that appears to be dangerous or vicious by calling Bexar County Sheriff at (210) 335-6000 or the Constable's office at (210) 335-4950 for assistance. (*Refer to VWOA-CC&Rs, Article X, Section 10.01 b.[1],[2] and [6]*)

8.1.2 Breeding, Raising or Keeping Animals

Breeding, raising or keeping any animals or poultry is not permitted on residential properties, except for domestic pets kept for non-commercial purposes. Farm animals are not considered domestic pets. (*Refer to VWOA-CC&R,s Article X, Section 10.01 b. [1]*)

8.1.3 Wild Animals

Wild animals, including dangerous/venomous reptiles, may not be kept on residential properties. For wild animals found on any common property of the Villages of Westcreek, removal is the VWOA's responsibility. Those found on residential properties are the responsibility of the resident. Residents can call the Wildlife Rescue and Rehabilitation at (210) 257-8823 or (830) 336-2725. This is a private

organization and may require the animal be contained prior to pickup; otherwise, call Texas Parks and Wildlife at (210) 688-6444.

8.2 COMMERCIAL ACTIVITY AND HOME-BASED BUSINESS

Business conducted from or within a private lot is not totally disallowed; however, any such business must adhere to all applicable laws, ordinances, and regulations as well as the CC&Rs. Telecommuting or private consulting are examples of businesses that could be conducted without violating the CC&Rs so long as the traffic into the neighborhood is not increased and no additional vehicle storage is necessary. Business or commercial activity to which the general public is invited may not be publicly advertised, promoted or conducted on residential properties. Any business, including signs, that can be observed from the street is construed as inviting the public.

8.3 DANGEROUS, UNSAFE SITUATIONS AND/OR NOXIOUS AND OFFENSIVE ACTIVITY

If any activities are determined by the VWOA to be objectionable and/or adverse to the preservation of any property within the Villages of Westcreek, they must be eliminated immediately. Accordingly, residents are responsible for their property and the Association is responsible for all common properties of the Villages of Westcreek. (*Refer to VWOA-CC&Rs, Article X, Section 10.01 b. [2] and [6]*)

8.4 WASTE DISPOSAL

Recyclables, trash, garbage, refuse, non-hazardous materials, hazardous waste and other unwanted items must be disposed of in accordance with the state and county laws, as well as the VWOA-CC&Rs and these Standards.

8.4.1 Waste Receptacles

Several commercial trash collection companies provide scheduled pickups throughout our community and some provide trash/recyclable containers. Trash/recyclable containers or other refuse receptacles should be placed in the street next to the curb as it is unlawful to interfere with the pedestrian's full access of sidewalks and driveway aprons because it requires anyone including handicap persons and children walking to and from school to use the street or your lawn. Receptacles may not be put out earlier than 5 PM the day before the scheduled collection day. By 9 AM the following day, containers are to be stored out of sight from the street such as behind the fence or in the garage to present a safe, clean and attractive appearance of the property. The dumpsters located at the Sports Park and Community Center may only be used for authorized functions held at these locations. (*Refer to Texas Transportation Code, Title 7, subtitle C., Chapter 545, subchapter G., Section 545.302 [2]*)

Dumpsters are allowed temporarily for major construction projects on residential properties and may only be placed in the driveway. Contact the Standards Superintendent for approval to include the dates they will be in use.

Note: It is unlawful to place any object on the sidewalk/driveway apron that interferes with the pedestrian's use. (*Refer to TPC Code, Title 7, subtitle D., Chapter 545, sub-chapter G., Section 545.302 [2]*)

8.4.2 Recycling

Recycling is strongly encouraged. There are countless reasons for recycling that benefit the entire population. Landfills are quickly reaching their capacities and suitable locations that are reasonably close to highly populated areas, but a good distance from waterways, are required. Some trash collection companies that serve our Community also provide recycling containers. The usual recyclables are glass, papers (including newspapers), cardboard boxes, plastic containers (no styrofoam), aluminum, steel and tin cans. Containers for paper recycling are available at the local schools.

8.4.3 Waste Dumping

Dumping of unwanted items such as trash, garbage, solid waste, refuse, brush, furniture, fixtures, appliances, and electronic goods is not permitted on any common properties of the Villages of Westcreek including the VWOA's trash receptacles in the Sports Park and at the Community Center. The VWOA will aggressively prosecute violators. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 o.*)

8.4.4 Options for Disposing Non-Hazardous Items

- a. Trash, garbage and other refuse may be disposed of either by:
 - 1) requesting curbside pickup from a commercial trash collection company that services the Villages of Westcreek;
 - 2) hiring a private hauler; or,
 - 3) hauling it personally to a landfill or recycling center.
- b. Displaying unwanted items in front of the dwelling either for sale or offered free to passing pedestrians or motorists is not allowed.
- c. Usable household items may be given to organizations that accept them for the needy or disposed of by purchasing a permit for a garage sale.
- d. Christmas trees, small tree limbs and branches should be taken to a recycle station. However, if not possible, your trash company may provide the service, but it is best to call to determine if they will accept them, and if so, what is required to prepare them for pickup.

8.4.5 Options for Disposing Hazardous Items

- a. Hazardous household waste collection service is available for residents of Bexar County by calling 1-800-449-7587. A collection date will be scheduled and a special Kit that includes instructions along with a hotline phone number to call for questions will be furnished before the scheduled date. Upon arrival for the pick-up, the materials will be sorted and packed for proper disposal before removing the waste from the residence.
- b. Acceptable waste includes, but is not limited to, automotive fuel and chemicals; used motor oil and filters; paint/paint products; antifreeze; DC batteries; lubricants; cleaners; rust removers; corrosive chemicals; drain openers; herbicides; pesticides; poisons; aerosols; and fluorescent tubes.
- c. Unacceptable waste includes, but is not limited to, biological waste, ammunition; explosives; fire extinguishers; gas or propane cylinders; biological or radioactive materials; commercial chemicals; and unlabeled or unknown items.

(*Refer to VWOA-CC&Rs, Article X, Section 10.01 b. [2]*)

Note: Properties must be maintained in such a manner to prevent the spreading of disease and infestation as well as discouraging rodents, snakes, roaches and other disease-carrying pests from encroaching the property. Residents are encouraged to report violations to the Standards Superintendent who will not divulge the caller's identity.

8.5 FIREWORKS

Unless a fire ban is in effect, fireworks are permitted outside the City Limits, but not on:

- a. Utility easements;
- b. Grassy and weeded areas;
- c. Military Drive West;
- d. Westcreek Oaks Drive;
- e. Westcreek View;
- f. Grosenbacher Road; or,
- g. Any common properties within the Villages of Westcreek.

All trash/debris, must be removed from the streets/lawns by 9 AM the following day.

8.6 HUNTING, TRAPPING OF ANIMALS AND DISCHARGE OF FIREARMS

None of these activities are permitted on any property of the Villages of Westcreek or utility easements. Humane trapping of stray dogs and cats is permitted occasionally if the trap(s) is/are used behind the fence. However, don't be surprised if opossums, raccoons, skunks, snakes or other type of animals are found in the trap. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 n.*)

8.7 NOISE ANIMAL/NUISANCE

Animal noise issues should be resolved personally by contacting the animal's owner, in a friendly manner, and asking for consideration. Any loud, irritating, vexing or disturbing sound that originates from neighboring properties which causes injury, discomfort, or distress of a person of reasonable nervous sensibilities is unlawful. Quiet time should be observed between the hours of 11 PM and 6 AM weeknights, and between 12 AM and 6 AM weekends. The Constable's office at (210) 335-4950 or the Bexar County Sheriff's Office may be called at (210) 335-6000 for assistance.

8.8 RELIGIOUS DISPLAYS

Displays that represent the resident's beliefs are permitted, if they:

- a. Do not violate any law;
- b. Are not a threat to public health or safety;
- c. Do not contain language, graphics, or any display that is patently offensive to the general public;
- d. Is displayed only on the entry door/frame either individually or in combination with other religious items;
- e. Does not extend past the outer edges of the door frame; and
- f. Individually or in combination with each other has a total size of not greater than four (4') square feet. Anything other than above must be submitted to the ARC for consideration.

(*Refer to Texas Property Code 202, 202.018 and VWOA-CC&R's, Article X, Section 10.01, b. [7]*)

8.9 YARD/GARAGE/ESTATE/AUCTION SALES

8.9.1 Yard/Garage Sales

Yard/garage sales are only allowed in the Villages of Westcreek with a valid, VWOA-issued permit and in accordance with the following:

- a. Assessments must be current;
- b. Application for a non-refundable \$15.00 administrative fee for a permit submitted and approved no later than close of business on the Friday preceding the planned sale date. To apply for a permit, residents must sign a ‘Yard/Garage Sales Permit Application and Release of Liability’ form;
- c. Sales may only be scheduled on the second (2nd) Saturday of each month from 7 AM to 7 PM;
- d. If inclement weather causes the event to be postponed, it may be rescheduled at the next available date (i.e., second Saturday of the next month) or a refund may be requested; and,
- e. Up to three (3) commercially produced signs are allowed and may only be placed as follows:
 - 1) one (1) at the residence;
 - 2) another at a major street leading to the property; and,
 - 3) the third at the nearest major intersection.

Residents who obtain a valid permit from the VWOA office by noon the Thursday prior to holding a yard/garage sale will have their street name and village posted on the Association’s website.

Signs must be provided by the resident and may not exceed five (5’) square feet per sign. Homemade and additional signs are prohibited. Signs may not be placed/affixed on boxes, trees, street signs, mailbox clusters, fences, utility poles, VWOA common property and/or the frontal property at any entrance to the Villages of Westcreek. Signs may not be displayed earlier than 12 PM the day before the scheduled sale and must be removed by 9 PM the same day as the sale.

During the week of the scheduled sales date, the VWOA will post the names of the streets and villages on the Association’s website and place VWOA signs at major intersections and all entrances to the Villages of Westcreek that will read: ‘VWOA Yard Sales this Saturday Start at 7 AM Permit Required.’

Sale items may only be displayed within the resident’s property such as the lawn, garage and driveway. Items are not permitted on the street, sidewalk or driveway apron to prevent congestion and interference with street traffic and the use of the sidewalk by pedestrians. Homemade signs and indiscriminant postings are not allowed anywhere within the Villages of Westcreek.

Residents are allowed four (4), twelve (12) hour sale days per year, by name and by address, in accordance with the Texas Sales taxing guidelines.

Failure to obtain a VWOA permit prior to holding a sale will result in the following: Texas Property Code notification letter for violation of the VWOA Standards resulting in a \$25.00 administrative processing fee and suspension of the usage of the recreational facilities/amenities up to sixty (60) days.

8.9.2 Estate Sales

Estate sales are not allowed in the Villages of Westcreek unless a Permit is issued in accordance with the following:

- a. If property assessments are current, owners or non-owners may apply for a no-fee permit, no later than 4 PM, two (2) work days prior to the sale date. In situations where a family member is not a Westcreek resident, they may apply for a permit to close out the Estate for Probate Court purposes. The VWOA’s Management will consider all requests on a case-by-case basis.
- b. To apply for a permit, residents or executor/executrix of the estate must sign an ‘Estate Sales Permit Application and Release of Liability’ form.
- c. Sale hours are only allowed between 7 AM and 7 PM, up to five (5) consecutive days, if held outside. Additional days require prior approval by the VWOA’s Management.

- d. Sales may only be held on the lawn, the driveway, inside the garage or house. Sale items are not permitted in the street, on the sidewalk or driveway apron to prevent congestion and interference with street traffic and the pedestrian's use of the sidewalk and driveway apron.
- e. Up to five (5) commercially produced signs are allowed, but may not exceed five (5) square feet per sign and must be provided by the resident or the Estate. Homemade and additional signs are prohibited. Recommend one (1) sign be placed at each of the following locations:
 - 1) in the front of the residence;
 - 2) another at a major streets leading to the property; and,
 - 3) at the nearest major intersections.

Signs may not be displayed earlier than 12 PM the day before the sale is scheduled and must be removed by 9 PM on the last day of the sale. Also, signs may not be placed/affixed on boxes, trees, street signs, mailbox clusters, fences, utility poles, VWOA common property and/or the frontal property at any entrance to the Villages of Westcreek.

8.9.3 Auction Sales

Auction style sales are not allowed within the metes and bounds of the Villages of Westcreek.

8.10 VEHICLES OF ALL TYPES

It is unlawful for any vehicle to interfere with the pedestrian's full access to sidewalks and driveway aprons. Violators are subject to ticketing by law enforcement.

8.10.1 Recreational Vehicles

Recreational vehicles (RVs) such as motorhomes, buses, travel trailers, campers, boats and trailers, jet-skis, etc., belonging to residents may not be parked at the residence any longer than one (1) day before leaving on a trip and one (1) day after returning from the trip. For example: If leaving on Saturday morning, the earliest the RV may be parked at the residence is Friday and if returning on Monday, the RV must be removed no later than Tuesday. Motorhomes, buses or trailers may not be used as a guest house on the property or in the street. RVs belonging to visiting non-residents are only allowed for two (2) days. Three (3) violations within a ninety (90)-day period will result in escalated action being taken.

8.10.2 Motorcycles and All-Terrain Vehicles

Motorcycles and all-terrain vehicles (ATVs) that are street legal may only be used on public streets. Those that are not street legal may not be driven within the Villages of Westcreek.

8.10.3 Trailers/Recreational Vehicle Storage at Residence

Trailers or any recreational vehicle may be placed on residential properties behind the fence if not used as a residence and not visible from the street.

8.10.4 Motor Vehicles

Motor vehicles that are driveable or non-driveable:

- a. If parked on the street with flat tires, they must be repaired within the time frame shown on the Courtesy Notice or moved out of sight from the street.
- b. If parked on the property or street and is either wrecked or damaged; on blocks or jacks; and/or missing parts must be moved out of sight from the street within the time frame shown on the Courtesy Notice. Exception: Residents may perform regular maintenance or minor repairs on a driveable vehicle, without ARC approval, if completed within two (2) days. Additional days require the approval of the Standards Superintendent.

- c. Vehicles leaking oil on the driveway, driveway apron, sidewalk or street must be removed and the residue promptly cleaned up for environmental purposes as well as presenting attractive properties. Those who refuse to clean up the oil or repair a leak on their vehicle may be referred to Bexar County Environmental Control.

(Refer to VWOA-CC&Rs, Article X, Section 10.04)

8.10.5 Commercial Vehicles

No commercial vehicles with a load capacity of one (1) ton or more shall be kept, parked or stored on any lot (or parked on any street abutting any lot), unless properly screened from public view in a manner approved in writing by the ARC or unless such vehicle is temporarily parked in connection with services being performed on the lot.

8.10.6 Vehicles for Sale

Vehicles for sale may not be parked on any common property within the Villages of Westcreek and are subject to ticketing by law enforcement if parked on the property fronting any entrance to the Villages of Westcreek. Motor vehicles that display 'For Sale' signs are permitted on residential properties or in the street in front of the dwelling only if they are driveable and being used for daily transportation.

8.10.7 Utility/Cargo Trailers

Utility/cargo trailers may not be parked in front of the residence any longer than one (1) day. Exception: Extended periods can be granted by the Standards Superintendent for work being performed at the property. Three (3) violations within a ninety (90)-day period will result in escalated action being taken.

8.10.8 Food Preparation Vehicles

Vehicles utilized for the preparation or sale of food or beverage shall not be parked at any residence. This includes any VWOA property, unless prior authorization has been granted by the VWOA.

8.10.9 Parking on Front Yards

Vehicles of any type shall not be parked on the dwelling's yard in front of the fence. If parked behind the fencing, they must not be visible from the street.

8.11 ELECTRICITY PRODUCING POWER SOURCES

The following addresses the use of solar and wind power for those Homeowners who wish to 'go green' and leave a smaller carbon footprint on the environment. The Villages of Westcreek encourages the use of alternative power sources so we all can be good stewards of the earth's resources.

8.11.1 Solar Panels

Solar Photovoltaic (PV) systems, commonly known as Solar Panels, mounted on the roof **do not require** ARC approval. Installation must be done according to Federal, State, and local laws and installation must comply with local energy company's requirements.

Note: Prior ARC approval is required for any of the following:

8.11.2 Solar Hot Water Systems

Solar hot water systems should be installed by a licensed and qualified professional. For maximum benefit, the proposed location of the collector is most efficient where the sun is most prevalent.

8.11.3 Ground Mounted Collectors

Ground mounted collectors must be placed behind the fencing, and screening may be required to minimize visibility from the street or neighboring properties.

8.11.4 Wind Turbines/Windmills

Wind turbines or windmills must be: 1) ground mounted behind the dwelling; 2) no taller than fifty (50') feet; and 3) no closer than two (2') feet from the fencing.

8.11.5 Ground Mounted Transformers and Air Handling Equipment

Ground mounted transformers and air handling equipment must be installed 1) behind the fencing; and 2) screened if visible from the street. For screening suggestions, refer to [Section 6.11.2](#).

8.12 SUN TUBES/SKY LIGHTS

Sun tubes/sky lights require a PIA be submitted for ARC approval along with a copy of the Plat/Lot Survey showing the size and proposed location. This equipment is to be a flat profile and installed on the rear of the roof and below the highest roofline to restrict its visibility from the street. An exception may be approved if the sun is not prevalent for this location.

9. SIGN POLICY

9.1 VWOA SIGNS

VWOA signs will be placed in strategically designated areas to inform residents of scheduled meetings, garage/yard sales, special events and any other pertinent information. Banners may be approved by the ARC on a case-by-case basis. For additional information, refer to *VWOA Signage Policy* under Documents at www.villagesofwestcreek.com.

9.2 OPEN HOUSE SIGNS

Open house signs:

- a. Must have a professional appearance;
- b. Are limited to three (3) (one (1) is for the Homeowner's property and the other two (2) are for major intersections and/or streets leading to the property);
- c. May not exceed five (5') square feet per sign;
- d. May not be displayed earlier than 8 AM on the day of the event; and,
- e. Must be removed by 8 PM the same day. If these terms are met, ARC approval is not required.

9.3 FOR SALE/LEASE/RENT SIGNS

- a. For sale, lease or rent signs on residential properties are limited to one (1) sign per residence; are only permitted until the property has been sold, leased or rented; and, must be removed immediately after the new residents have moved into the residence. (*Refer to VWOA-CC&Rs, Article XIII, Section 13.03 j.*)
- b. Must have a professional appearance; and
- c. May not exceed five (5') square feet per sign.

9.4 PERSONAL BUSINESS/SERVICE SIGNS

- a. Personal business advertisements throughout the community such as lawn care, lost/found pets, computer repair, roof repair, remodeling, decks and baby-sitting are considered as bandit signs and are not permitted. These signs are usually found on utility poles, street sign posts, fences, trees, mailbox clusters, private properties, and at major intersections. (Standards Monitors will remove these signs.)

- b. Personal business advertisements on residential properties are considered as bandit signs and are not permitted. Signs displayed on motor vehicles used to commute to and from work is an exception. However, this exception does not apply to commercial motor vehicles with a load capacity of one (1) ton or greater. (Refer to [Section 8.10.5](#))

9.5 COMMERCIAL BUSINESS/SERVICE SIGNS

Commercial services conducted on residential properties are limited to one (1) sign per residence; are only permitted if work is being performed; and, are removed immediately after the work is completed. These signs are limited to five (5') square feet.

9.6 POLITICAL SIGNS

Signs expressing support for an individual political candidate or party or local bond issue or referendum may be placed in a private front yard no earlier than ninety (90) days prior to a primary or general election and must be removed no later than ten (10) days after the election unless the candidate is involved in a runoff election. Such political signs shall not exceed five (5') square feet and must be professionally produced. Homemade signs are not permitted. The limit for political signs is one (1) per candidate or ballot item per lot.

9.7 HOMEMADE SIGNS/POSTINGS

Homemade signs are not permitted anywhere within the Villages of Westcreek.

9.8 ALARM/SECURITY SIGNS

Alarm or security signs which identify a home as being protected by electronic security systems are permitted, but shall be no larger than two (2) square feet and must be placed within five (5) feet from the front foundation and as close as possible to the main entrance. A maximum of one (1) sign is permitted.

APPENDIX A - IMPROVEMENTS/CHANGES ALLOWED WITHOUT ARC APPROVAL

For further details please see sections referenced for each item listed below.

1. **Address house numbers** that are painted on the curb by local vendors for a small fee do not require ARC approval, however they will fade over time and is subject to being rubbed off by vehicle tires and/or street sweepers. (Refer to [Section 6.2](#))
2. **Antennas, Satellite, or Air Wave Reception/Transmission Dishes** as described in [Section 6.10.2](#). Vivint® antennas do not require ARC approval.
3. **Portable basketball goals** as described in [Section 6.10.1.3](#).
4. **Clotheslines** placed behind the dwelling and no taller than (6') feet in height. (Refer to [Section 6.10.3](#))
5. **Collapsible and portable canopies or gazebos** designed for easy set-up and storing away, may be used for special occasions for no more than three (3) days, but only if used behind the dwelling and stored away following the event. (Refer to [Section 6.8.4](#))
6. **Decorations during holidays** displayed no earlier than forty (40) days before Christmas; thirty (30) days before all other holidays; and, removed no later than fifteen (15) days following the actual holiday's date (January 16 for the Christmas holidays). (Refer to [Section 6.7](#))
7. **Decorations for special events** such as birthdays, anniversaries, newborns, returning veterans, etc. displayed on the premises for no more than three (3) days. (Refer to [Section 6.7](#))
8. **Flag poles mounted on the dwelling** are limited to two (2) and may not exceed six (6') feet in length. (Refer to [Section 6.6.1](#))
9. **For sale, for lease, open house, political, and alarm/security signs** only on residential properties as defined in [Section 9](#).
10. **Outdoor furniture, ornamentation, and other objects** placed behind the dwelling, provided they are maintained in good condition, not visible from the street and are not offensive to the neighbors. (Refer to [Section 6.10.6](#))
11. **Garden hose hangers** attached on the side of the dwelling next to the faucet. (Refer to [Section 6.12.2](#))
12. **Garden hose reels** that stand alone and kept next to the faucet. (Refer to [Section 6.12.2](#))
13. **Gutters and downspouts** that are color compatible with the dwelling's exterior brick and trim, and the downspouts are positioned to minimize the flow of water onto adjacent properties. (Refer to [Section 6.9.4](#))
14. **Rain barrels** for capturing water for plants and gardens if placed behind the fence. (Refer to [Section 6.12.1](#))
15. **Repairing driveways, driveway aprons, and walkways** with the same uncolored concrete material and broom finished. (Refer to [Section 6.3](#)) **Sidewalks and curbs** are the responsibility of Bexar County Public Works. (Refer to [Section 6.3.3](#))
16. **Repairing or replacing wooden fences and gates** with posts and boards of the same textured surface, size and height as previously approved. Wooden posts must be 4" x 4" and pickets may be either 1" x 4" or 1" x 6", but not mixed and may not exceed six (6') feet in height. The type of wood

must be the same, but not mixed (e.g. cedar must be replaced with cedar, etc.). If replacing any part of a stained fence, the new wood must also be stained the same color. (Refer to [Section 6.5.2](#))

17. **Seasonal Plantings** do not require ARC approval for those in the front of the dwelling or for hanging or potted plants if they are kept within 'reasonable' numbers. (Refer to [Section 6.11.2](#))
18. **Replacing trees** with the same species does not require ARC approval if it is/are no closer than ten (10') feet from the curb, including corner lots. (Refer to [Section 6.11.2](#))
19. **Replacing shrubs or bushes** in front of the dwelling, within ten (10') feet from the curbs, may not exceed three (3') feet in height as measured from ground level to avoid blocking the view of motorists at intersections or while backing out of driveways. (Refer to [Section 6.11.2](#))
20. **Replacing roofing** with the same materials and color as previously approved. (Refer to [Section 6.14](#))
21. **Repainting** outside buildings/structures the same color as previously approved.
22. **Re-staining fencing or outside structures** the same color as previously approved.
23. **Solar panels** if installed according to Federal, State, and local laws and installation complies with local energy company's requirements. (Refer to [Section 8.11.1](#))
24. **Solar window screens** that are color compatible with the dwelling.
25. **Solar and accent low voltage/wattage lighting** of driveways and walkways that do not produce a bright glare onto any street or adjoining properties and the number of lights are reasonable.
26. **Sprinkler systems (below ground and automatic)** if the installation meets the requirements of Texas House Bill 1656. (Refer to [Section 6.12.1](#))
27. **Security cameras** may be placed on the dwelling, and do not require prior ARC approval, provided they do not encroach upon the neighbors privacy (i.e., windows, doors, patios, decks, or pools).
28. **Storage containers such as PODS and Packrat** up to 5 days. Additional days require the approval of the Standards Superintendent. (Refer to [Section 6.15](#))
29. **Storm/security glass doors** that do not have the appearance of burglar bars and the door frame's color is compatible with that of the dwelling. (Refer to [Section 6.9.3](#))
30. **Trampolines do not require** ARC approval if placed behind the dwelling and in a location to minimize visibility from the street. Placement **no closer than** two (2') feet from any fencing. (Refer to [Section 6.10.1.4](#))

Note: Tenants may not make improvements/changes, in accordance with the 'Standards' without the Homeowner's written permission which must accompany the PIA. All items above apply to Homeowners and items 3, 5, 6, 7, 10, 12, 17, 19, 25, and 28 also apply to Tenants.

APPENDIX B – SAMPLE PROPERTY IMPROVEMENT/CHANGE APPLICATION (PIA)

This form must be used to request proposed improvements/changes to residential premises in accordance with the ‘Standards’ and may be downloaded from www.villagesofwestcreek.com/ or obtained at the Community Center’s office.



*Villages of Westcreek Owners' Association
Standards Department*

PROPERTY IMPROVEMENT/CHANGE APPLICATION (PIA)

TO: Architectural Review Committee (ARC)
Villages of Westcreek Owners' Association
12395 Military Drive West
San Antonio, TX 78253-6046

OFFICE USE ONLY
Date: _____ Time: _____
Assessments current: Yes ___ No ___
Received by: _____

This application will not be considered unless the assessments are current.

I _____ am requesting approval for the following:

- Check the category of your request and describe below: Patio Patio cover Patio enclosure Deck
- Deck cover Deck enclosure Roofing Vent(s) Solar equipment Storage shed Gazebo
- Pergola Fencing Staining Painting Driveway Walkway Landscaping Plantings
- Retaining wall Outdoor ornament(s) Other (Each improvement/change requires a separate PIA)

Caution: Permanent structures may not be placed in/over utility easements as shown on the Plat/Lot Survey, unless the written approval from all applicable utility companies is included with the PIA.

Description of improvement/change: _____

Proposed location*: _____

Size (length, width, height): _____

Material(s): _____

Color--include sample(s): _____

*I understand that: 1. if the ‘VWOA Standards’ require a copy of the Plat/Lot Survey, showing the location of the object I have described above, I must attach it to this Application (PIA). 2. if I cannot find this document, I may obtain one at the Bexar County Courthouse; 3. if a Plat/Lot Survey is not required, I only need to submit a PIA along with all applicable supporting information. 4. if my request does not include sufficient information to allow the Architectural Review Committee (ARC) to render an appropriate decision, it will be disapproved pending receipt of the information; 5. if I do not provide this information by the date requested, my request will be disapproved entirely; and 6. a disapproval of my request may require that I change or remove (as appropriate) what I have described above.

I also understand that: 1. I will await the ARC’s decision before implementing my proposal, 2. I am required to comply with all federal, state and local government requirements including building permits for construction improvements; and 3. an approval by the ARC does not knowingly supersede any local, state or federal laws that may apply.

ADDRESS: _____ VILLAGE: _____

E-MAIL ADDRESS: _____ HOME PHONE: _____

WORK: _____ CELL: _____ PRINTED NAME: _____

SIGNATURE: _____

12395 Military Drive West, San Antonio TX 78253-6046 Phone: (210) 679-8761 Fax: (210) 679-0040

www.villagesofwestcreek.com

This PIA replaces all previous editions effective: January 2016

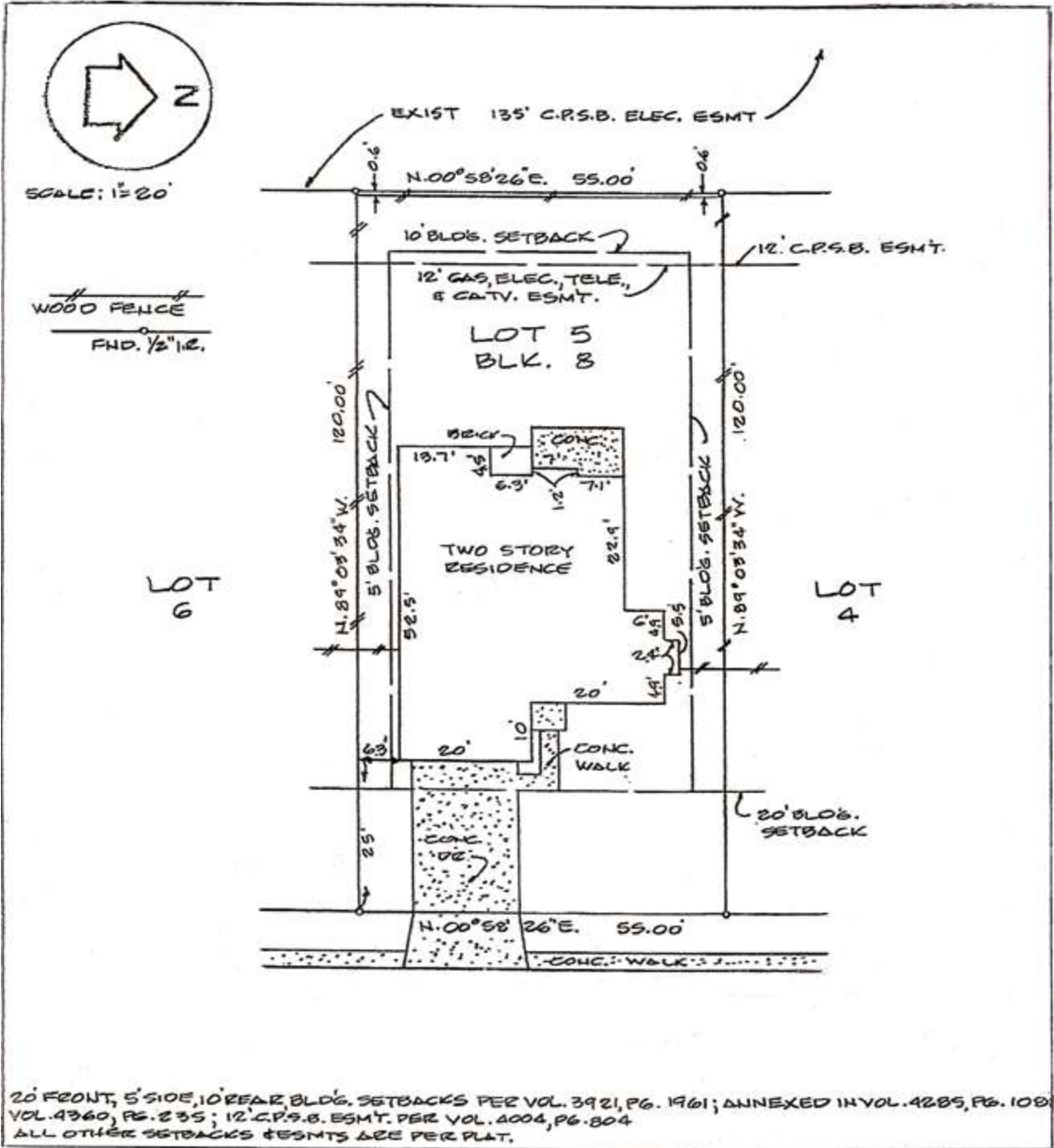
APPENDIX C – SAMPLE PLAT/LOT SURVEY

This document is usually provided to the buyer at closing; and is used by the applicant to show the proposed location of improvement/changes when submitting a PIA to the ARC for approval. If this document is not on hand, it may be obtained through the title company or the Bexar County Clerk’s Office.

SAMPLE

Plat/Lot Survey

SAMPLE



Standards for Architectural Design and Property Maintenance

Updated August 2016

**Villages of Westcreek Owners' Association
12395 Military Drive West
San Antonio TX 78253-6021**

Signature Page


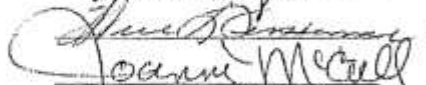
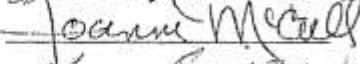
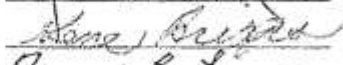
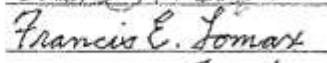
Updated & Submitted by:

Eugene Hopkins
Chair, Architectural Review Committee
Adrian Suttles
Superintendent, Standards Department

<u>Signature:</u>	<u>Date:</u>
	8/16/16
	8-16-16


Approved by ARC Committee:

Eugene Hopkins, Chair
Bill Fenstermacher, Primary
Joanne McCall, Primary
Gene Bridges, Alternate
Francis Lomax, Alternate

<u>Signature:</u>	<u>Date:</u>
	8/16/16
	8/16/16
	8/16/16
	8/16/2016
	8/16/2016

Reviewed by BOD:

Richard Gentry, President
Reggie Harmon, Vice-President
Guy Oliver, Secretary
Rannie Bond, Assistant Secretary

<u>Signature:</u>	<u>Date:</u>
	8/12/16
	8/12/16
	8/12/16
	8/12/16

Recorded by:

Quincy Harper Sr., Community Manager

<u>Signature:</u>	<u>Date:</u>
	8/12/16

PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE 1ST AMENDMENT FOR VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC.

This Management Certificate is recorded pursuant to Section 209.004 of the Texas Property Code.
This amends all prior Management Certificates filed for this association

Per Texas Property Code 209.004 (effective September 1, 2013) "The County Clerk of each county in which a Management Certificate is filed as required by this section shall record the Management Certificate in the real property records of the county and index the document as a "Property Owners' Association Management Certificate"

State of Texas §

County of Bexar §

1. Name of Subdivision: Villages of Westcreek Subdivision
2. Subdivision Location: Bexar County
3. Name of Homeowners Association: Villages of Westcreek Owners' Association, Inc.
4. Recording Data for Association: Plats are filed at the County under document numbers 1265588 – 1265595 and 1409457 – 1409465. Additional plats are filed at the County under document number 20160108717 and 20030190726.
5. Recording Data for Declaration: Villages of Westcreek Declaration of Covenants, Conditions and Restrictions, recorded in Volume 3921, pages 1961 through 2000.

Annexation of Declaration Recording information is listed below:

Oaks of Westcreek, Unit 1	V. 4646, p. 1214
Oaks of Westcreek, Unit II Phase 3	V. 6638, p. 114
Oaks of Westcreek, Unit III	V. 7323, p. 824
Royal Oaks of Westcreek, Unit 1	V. 4108, p. 0302
Royal Oaks of Westcreek, Unit II	V. 5636, p. 0486
Westcreek Oaks Subdvn, Unit1 – Unit 3	V. 6671, p. 971
Bluffs of Westcreek, Unit I	V. 6185, p. 1143
Bluffs of Westcreek, Unit II	V. 7341, p. 219
Summit of Westcreek	V. 6487, p. 344
Villages of Westcreek, Unit IIA	V. 7179, p. 584
Willow Brook of Westcreek, Unit I	V. 4108, p. 311
Willow Brook of Westcreek, Unit II	V. 8167, p. 1747
Willow Brook of Westcreek, Unit III	V. 8487, p. 1290
The Hills at Westcreek, Unit I	V. 8349, p. 865
The Hills at Westcreek, Unit II	V. 8727, p. 486
The Heights of Westcreek, Unit I	V. 9093, p. 817
The Heights of Westcreek Unit II A	V. 9888, p. 1064
The Heights of Westcreek Unit II B	V. 10195, p. 1265
The Heights of Westcreek Unit III	V. 9570, p. 1192
Quail Meadow of Westcreek	V. 4108, p. 306
Woods of Westcreek, Unit I	V. 4108, p. 315
Woods of Westcreek Unit II	V. 4285, p. 1088
Woods of Westcreek, Unit III	V. 5325, p. 1967
Woods of Westcreek, Unit IV	V. 4576, p. 1911
Westcreek Model Home Park	V. 4279, p. 1657
Vistas of Westcreek, Unit I	V. 10278, p.1963
Vistas of Westcreek, Unit II	V. 10893, p. 1932
Vistas of Westcreek, Unit III	V. 11520, p. 2216

Westcreek Gardens	V.8886, p. 596
Wynwood Place at Westcreek, Unit I & II	V. 9818, p. 2236
Wynwood Place at Westcreek, Unit III & IV	V. 10547, p. 2226
Highpoint at Westcreek, Unit I, II, IV	V. 10114, p. 2044
Highpoint at Westcreek, Unit III	V. 12985, p. 1594
The Park at Westcreek	V. 10897, p. 1999
The Reserve at Westcreek	V. 10897, p. 1999

6. Other information the Association considered appropriate for the governing, administration or operation of the subdivision and homeowner's association:

Bylaws are recorded with the county under document number 20140183311
Articles of Incorporation are recorded with the county under document number 20160145410.

The following Standards for Villages of Westcreek Owners' Association is filed and attached with this Certificate:

Standards for Architectural Design and Property Maintenance – dated August 2016

Other names and aliases associated within the Villages of Westcreek:

<u>Name</u>	<u>Alias</u>	<u>Plat Recording</u>
Oaks of Westcreek, Unit II	The Oaks	V. 9518, p. 121
Oaks of Westcreek, Unit II Phase 3	The Oaks	V. 9518, p. 128
Oaks of Westcreek, Unit III	The Oaks	V. 9539, p. 65
Oaks of Westcreek, Unit II A	The Oaks	V. 9537, p. 173
Westcreek Model Home	Country Oaks	V. 9516, p. 17
Royal Oaks of Westcreek, Unit I	Royal Oaks	V. 9516, pp.4-5
Royal Oaks of Westcreek, Unit II	Royal Oaks	V. 9526, pp. 120-2
Quail Meadow of Westcreek	Quail Meadow	V. 9517, p. 5
Willow Brook of Westcreek, Unit I	Willowbrook	V. 9516, p. 189
Willow Brook of Westcreek, Unit II	The Hollow	V. 9520, p. 108
Willow Brook of Westcreek, Unit III	The Hills	V. 9545, p. 44
Woods of Westcreek, Unit I	The Woods	V. 9516, p. 188
Woods of Westcreek, Unit II	The Woods	V. 9518, p. 208
Woods of Westcreek, Unit III	The Woods	V. 9519, p. 189
Woods of Westcreek, Unit IV	The Woods	V. 9520, p. 136
Bluffs of Westcreek, Unit I	The Bluffs	V. 9529, p. 148
Bluffs of Westcreek, Unit II	The Bluffs	V. 9539, pp. 69-70
Summit of Westcreek	The Summit	V. 9532, p. 37
Westcreek Oaks Subdvn Unit I	The Forest	V. 9536, pp. 13-14
Westcreek Oaks Subdvn Unit II	The Forest	V. 9537, p. 207
Westcreek Oaks Subdvn Unit III	The Point	V. 9539, p. 156
The Heights of Westcreek Unit I	The Estates	V. 5738, p. 1929
Westcreek Gardens	The Gardens	V. 9550, p. 62
Highpoint at Westcreek, Unit I	Highpoint	V. 8474, p. 122-128
Highpoint at Westcreek, Unit II	Highpoint	V. 10114, p. 2113
Highpoint at Westcreek, Unit III	Highpoint	V. 10114, p. 2113
Highpoint at Westcreek, Unit IV	Highpoint	V. 10114, p. 2113
Wynwood Place at Westcreek, Unit I	Wynwood	V. 8474, p. 122-128
Wynwood Place at Westcreek, Unit II	Wynwood	V. 8474, p. 122-128
Wynwood Place at Westcreek Unit III	Wynwood	V. 9558, p. 175-176
Wynwood Place at Westcreek, Unit IV	Wynwood	V. 10547 p. 2231-2236
Vistas of Westcreek, Unit I	Vistas	V. 9266, p. 2122-2125
Vistas of Westcreek, Unit II	Vistas	V. 9266, p. 2122-2126

Vistas of Westcreek, Unit III
The Park at Westcreek
The Reserve at Westcreek

Vistas
The Park
The Reserve

V. 9256, p. 2122-2125
V. 11353, p. 177-245
V. 11353, p. 177-245

7. Mailing Address and Contact Information for the Association and the Managing Agent:
Spectrum Association Management
17319 San Pedro
Suite 318
San Antonio, TX 78232
contact@spectrumam.com
210-494-0659 Fax: 494-0887

Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of Association, together with obtaining an official Resale Certificate and performing a comprehensive physical inspection of the lot/home and common areas, prior to purchase.

THE PURPOSE OF THIS CERTIFICATE IS TO PROVIDE INFORMATION SUFFICIENT FOR A TITLE COMPANY TO CORRECTLY IDENTIFY THE SUBDIVISION AND TO CONTACT ITS GOVERNING ASSOCIATION. THIS CERTIFICATE DOES NOT PURPORT TO IDENTIFY EVERY PUBLICLY RECORDED DOCUMENT AFFECTING THE SUBDIVISION, OR TO REPORT EVERY PIECE OF INFORMATION PERTINENT TO THE SUBDIVISION. NO PERSON SHOULD RELY ON THIS CERTIFICATE FOR ANYTHING OTHER THAN INSTRUCTIONS FOR CONTACTING THE ASSOCIATION IN CONNECTION WITH THE TRANSFER OF TITLE TO A HOME IN THE SUBDIVISION. THE REGISTERED AGENT FOR THE ASSOCIATION IS ON FILE WITH THE TEXAS SECRETARY OF STATE.

Signed this 26th day of August, 2016

Villages of Westcreek Owners' Association, Inc.

By: Gail Jaszcz
Gail Jaszcz (of Spectrum Association Management) Managing Agent

State of Texas §

County of Bexar §

This Instrument was acknowledged and signed before me on 26 August, 2016 by
Gail Jaszcz, representative of Spectrum Association Management, LP, the Managing Agent for Villages of Westcreek
Owners' Association, Inc. on behalf of said Association.

After Recording Return To:
Spectrum Association Management
Attn: Transitions
17319 San Pedro, #318
San Antonio, TX 78232

Jennifer Nutt
Notary Public, State of Texas

