

## **RESIDENTIAL PLAN REQUIREMENTS**

An architect or designer is required for approval. Our plan standards are as follows:

1. **Site Plan(s):** A site plan showing the dimensions of the lot with all proposed structures, fences, barns and improvements with their respective dimensions. The plan must show all easements and show distances from structures to property lines along with well and septic locations as set out in the master plan.
2. **Floor Plan(s):** A floor plan to show the dimensions and locations of all rooms, patios, balconies, and garages. Window sized, electrical, gas and plumbing fixtures must also be shown. Draft is to be at an architectural scale of no less than  $\frac{1}{4} = 1'0"$ . Max paper size 24x36 reduce scale to fit.
3. **Elevations:** An elevation of each side (minimum of 4) is required. Indicate exterior material, floor and slab heights and roof slopes. Draft is to be at an architectural scale of no less than  $\frac{1}{4} = 1'0"$ .
4. **Engineered Foundation and Framing Plan(s):** Engineered foundation and framing plans must be stamped by a licensed engineer.
5. **Architectural:** All homes must be designed by a registered architect (A.I.A.) or by a member of the National Council of Building Designer Certification (N.C.B.D.C). The appropriate seal must appear on the drawings.

## **CONSTRUCTION REQUIREMENTS**

1. The Deed Restrictions require all River Forest Lot Owners to use an approved Builder.
2. The construction site shall be kept clean of all trash and debris and mowed on a regular basis.
3. Contractors and owners are responsible for keeping mud, dirt, etc., off the subdivision roadways. Contractors will be responsible for repair to any road, shoulders or ditches damaged during the course of construction.
4. One portable toilet is required for each construction site. Portable toilets cannot be located nearer to the road than twenty-five (25) feet.
5. Owners and contractors are responsible to make sure that they observe posted speed limits and subdivision rules. Owners and contractors are responsible for their subcontractors to make sure they observe posted speed limits and subdivision rules.
6. Trash dumping or cleaning out of cement trucks IS NOT allowed within the River Forest subdivision. Dumping on construction site may be allowed by the contractor if removed within three (3) days.
7. Roadside drainage ditches must not be altered or obstructed. See plat map for the minimum size of the culvert for your lot (size is determined by the County). The culvert must be installed by Fort Bend County prior to the start of construction. Construction driveways are required to be continuously maintained with a gravel top to prevent mud on subdivision roadways.
8. The Deed Restrictions, Architectural Control Guidelines and Use Restrictions require all new residential construction to be landscaped within 90 days of completion.

**Questions pertaining to these requirements should be directed to  
Tracy Graham of Graham Management at 281-497-4320.**

## ACC GUIDELINES

Develop system that insures RF owners and builders understand the restrictions and fines if the restrictions are not followed. This ACC guideline will protect the values of the neighborhood and insure that the projects approved are handled in a timely fashion and professional manner that meets or exceeds the RF restrictions.

1. Must complete ACC application and provide all drawings and data requested including engineered drawings. Management Company will review and if application meets requirements will present to board for ACC approval.
2. Fee must be received with ACC application. Fee is 100% refundable if project is completed on time and all RF guidelines are followed.  
Fee Schedule:

New Home Construction	\$5000
Addition Type Project	\$1500
3. Fines will be taken from fee if homeowner/builder fails to comply with the RF guidelines. Example of fines is listed and may be reduced or increased according to severity of problem and size of project. Fines that are not paid will be referred to legal.

Completion date	\$1000 initially, then \$750 per month until the project is completed.
Construction site cleaning occurrence.	\$300 initially, then \$300 fine per month per occurrence.
Lot maintained	\$100 per occurrence
Changes in plan without approval	\$1000
Improper usage of Port-o-Can	\$300
Materials placed in ditches or road right of ways	\$100
Starting mailbox or fence without approval	\$100
Not setting culverts prior to construction	\$100
4. Information that must be included in ACC Application/Guidelines
  - Survey of lot
  - Scaled drawings of project with all sides, location on lot, building lines noted and square footage
  - Garage must face away from road entering RF
  - Materials being used for exterior with all colors including roof
  - Time frame for project (standard project up to 12months, up to 18months with Board approval. See schedule following:

up to 4500 square feet	– 12 months
up to 5500 square feet	– 14 months
up to 6500 square feet	– 16 months
up to 7500 square feet	– 18 months
  - Mailbox location
  - Septic location
  - Well location
  - Construction dumpster is required for debris at all times.
  - Port-o-Can must be kept away from front of house and maintained properly and away from any main road. In addition, the Port-o-Can should be fence on three sides.
  - Drainage of lot must be designed to keep all water off neighbor's lots and drain to ditch. This information should be submitted with the site plan.
  - Landscaping must be approved and in with in 6 months of house completion
  - Barns are not allowed on lot until a house is built or being built on the lot.
  - All homes must be constructed with 90% brick, stone or stucco. A maximum of two materials can be used.

## ARCHITECTURAL CONTROL COMMITTEE COMPLIANCE DEPOSIT FORM

New residential construction requires a Five Thousand Dollar (\$5000) refundable ACC Compliance Deposit. Major Renovations require a Fifteen Hundred (\$1500) refundable ACC Compliance Deposit. The ACC Compliance Deposit or any portion thereof may be forfeited in the event that the lot comes into violation of any of the guidelines noted on the attached forms. Lots in violation of particular guidelines will be fined according to the attached schedule. These fines will be removed from the ACC Compliance Deposit. In the event the fines exceed the deposit amount an additional ACC Compliance Deposit will be collected prior to authorizing any further construction on the lot. The additional ACC Compliance Deposits will be billed to the property owner via U.S. Certified Mail, Return Receipt Requested, at the address provided on the ACC Plan Review Application. River Forest Homeowner's Association, Inc., must receive additional ACC Compliance Deposits or it's assigned agent within ten (10) calendar days from the date the bill is mailed. There will be no additional warnings of ACC Compliance forfeiture. Any non-forfeiture ACC Compliance Deposits will be returned to the Property Owner within twenty-one (21) calendar days of receipt of a written request after completion of the project.

Please understand that your execution of this Architectural Control Committee Compliance Deposit Form on the signature line provided represents your written agreement to the terms of the imposition of the compliance fee deposits as described in the remainder of the form. In that regard, should you fail to pay the ACC Compliance Deposit, or should you fail to tender additional compliance deposits, as described in the attached schedule, because of infractions being charged against you, such failure to pay will be viewed as a substantial and material breach of the entire ACC contract for construction, remodeling or renovation. The River Forest Homeowners Association will pursue all legal and equitable remedies afforded to them to collect outstanding penalty sums and /or stop construction. Please note that by, the execution of this document, you agree to be legally responsible for all legal costs and Attorney's fees incurred by the River Forest Homeowners' Association in effecting your compliance with the terms of the Compliance Deposits as well as your contract for construction, modification, or renovation. **ACC PLAN REVIEW APPLICATION IS INCOMPLETE UNTIL THIS FORM IS SIGNED AND RETURNED.**

<b>ACC Compliance Deposits</b>	New Construction \$5000	Major Renovations \$1500
Completion date	\$1000 initially, then \$750 per month until completed	
Site Cleaning	\$ 300 initially, then \$300 per month per occurrence	
Lot Maintained	\$ 100 per occurrence	
Changes in plan without approval	\$1000	
Improper use, location, screening of Port-o-Can	\$300	
Failure to set culverts prior to construction	\$100	
Materials Stored in ditches or road right of ways	\$100	
Starting mailbox or fence without approval	\$100	

\_\_\_\_\_  
Owners Signature                      Date

\_\_\_\_\_  
Owners Signature                      Date

\_\_\_\_\_  
Builders Signature                      Date

**NOTICE TO RIVER FOREST LOT OWNERS  
FOR CUSTOM HOME CONSTRUCTION**

All custom homebuilders on the River Forest approved builder list are independent businesses and are entirely responsible for construction of the residence and for compliance with local government agencies and industry standards for residential construction. Review and approval by the River Forest Architectural Control Committee is intended to insure that the residential plans satisfy the protective covenants and developmental guidelines but such review is not intended to assure or guarantee that the residence has been adequately designed or constructed.

**Inspection During Construction**

River Forest Homeowners Association does not inspect homes during construction to insure that they are being built according to any specific governmental standards, codes, or industry specifications.

**Selecting a Builder**

As a lot owner or homebuyer, it is the recommendation of the River Forest Homeowners Association ACC that you interview the builders and examine other houses they have constructed. The River Forest Homeowners Association or the River Forest Homeowners Association ACC will not recommend one builder over another. THE FINAL SELECTION OF AN APPROVED BUILDER (per the DCCR's of the River Forest Homeowners Association) IS ENTIRELY YOUR DECISION.

**IN NO EVENT SHALL (i) SALE OF THE LOT TO THE BUILDER, (ii) REPRESENTATION OF THE BUILDER AS BROKER AND AGENT, OR (iii) THE ASSOCIATION'S AUTHORITY PURSUANT TO THE DECLARATION BE CONSTRUED IN ANY WAY TO CONSTITUTE A REPRESENTATION OR WARRANTY BY THE RIVER FOREST HOMEOWNERS ASSOCIATION TO THE SKILL, COMPETENCE, ABILITY, OR FINANCIAL STRENGTH OF THE BUILDER OR OF ANY OTHER MATTER CONCERNING THE BUILDER OR THE IMPROVEMENTS TO BE CONSTRUCTED BY THE BUILDER; IT BEING UNDERSTOOD AND AGREED THAT THE LOT OWNER HAS INTERVIEWED THE BUILDER AND HAVE MADE THEIR OWN INQUIRY AS TO THE BUILDER'S SKILL, COMPETENCE, ABILITY, AND FINANCIAL STRENGTH, AND ARE NOT RELYING ON THE RIVER FOREST HOMEOWNERS ASSOCIATION, OR ANY OTHER PARTY IN DETERMINING THE SAME OR ANY OTHER MATTER CONCERNING THE BUILDER. YOU MAY WISH TO CONSULT A REAL ESTATE ATTORNEY AND RETAIN SUCH AN ATTORNEY THROUGHOUT THE ENTIRE HOME BUYING/BUILDING PROCESS.**

I acknowledge that I have received a copy of the Declaration of Covenants, Conditions and Restrictions, Architectural Control Guidelines and Use Restrictions for River Forest. I agree to adhere to the construction requirements and follow the rules set out by the River Forest Architectural Control Committee.

PROPERTY OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**RIVER FOREST HOMEOWNERS ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE  
PLAN REVIEW APPLICATION**

The River Forest Homeowners' Association Architectural Control Committee (ACC) meets each month. This application, along with all the required documents, must be submitted to the Associations management office no later than the last day of the month to be placed on the proceeding month's agenda for review by the ACC. All site work, building construction, alterations or additions thereto, requires ACC approval in writing **PRIOR** to the start of construction (**See Deed Restrictions, Architectural Guidelines and Use Restrictions for details**).

Complete the application form below and submit the following: One (1) set of complete architecturally engineered plans and specifications, a copy of this application and a check for the required ACC Compliance Deposit, payable to River Forest HOA. **Lot owner's accounts must be paid in full for the review process to begin.**

All required items **MUST** be mailed to: Graham Management, 12000 Westheimer, Suite 390, Houston, TX 77077.

Property Owner(s) \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

Home Telephone \_\_\_\_\_ Alternate Telephone \_\_\_\_\_

Construction Address \_\_\_\_\_

Lender \_\_\_\_\_

Legal Description of Property: Section \_\_\_\_\_, Block \_\_\_\_\_, Lot(s) \_\_\_\_\_

Description of Improvement \_\_\_\_\_

Square Footage \_\_\_\_\_ Driveway Composition \_\_\_\_\_ Mailbox Design \_\_\_\_\_

Exterior Materials \_\_\_\_\_ % of Exterior Materials \_\_\_\_\_

Exterior Colors including roof, brick, stone, stucco and paint. (Samples are required)

Project Start Date \_\_\_\_\_ Projected Completion Date \_\_\_\_\_

Additional Information/Comments:

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

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**APPROVED.** Subject to:

**DENIED.** Reason:

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Recommendations: \_\_\_\_\_

Architectural Control Committee

Date \_\_\_\_\_

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