

SKYLINE RANCH ESTATES PROPERTY OWNERS' ASSOCIATION  
Architectural Control Committee (ACC)

P.O. Box 1894

Wimberley, Texas 78676-1894

Construction Guidelines

To minimize construction problems or delays in the planning and construction of your new home or improvements, please review and follow these Guidelines.

I. BEFORE CONSTRUCTION

1. Become completely familiar with any limitations imposed by the Covenants and Restrictions of the subdivision. A copy of these Covenants and Restrictions should have been provided to you when you closed on your property. Please read them carefully from beginning to end. Also check building set-back lines on your lot as reflected in the Restrictions and on the plat map showing your lot.

If you are unable to locate your copy of the Covenants and Restrictions, please send a request to the Skyline Ranch Estates Property Owners' Association (POA) at the above address and you will be sent another copy. A check for \$10 should be submitted with the request to cover copying and postage costs. Checks should be made out to Skyline Ranch Estates Property Owners' Association.

Remember that you, as the property owner, are responsible for compliance with all the rules and requirements of Skyline Ranch Estates. Your contractor works for you, and his disregard or violation of these rules and requirements falls back on you to remedy. It is strongly recommended that you provide your architect or builder with a copy of the SRE Covenants and Restrictions and these guidelines, and require them to plan accordingly.

The POA and the ACC strictly enforce the Covenants and Restrictions. Failure to follow the Covenants and Restrictions (and these Guidelines) may result in a substantial fine, tearing down of structures, or other consequence deemed necessary by the POA.

2. If design or building questions arise, submit the questions to the POA at the above address and they will be answered by a member of the ACC.

3. Rough plans and sketches may be submitted to the ACC to obtain an informal opinion to determine if your plans are within SRE standards. Guidance rather than approval, however, is all that will be offered in return from the ACC on preliminary plans.

4. When you have your plans ready for construction, submit the following to the ACC for review;

- Floor plan of each floor
- Elevations of all sides

- A site plan drafted to scale (not freehand) on your lot survey showing the exact position of your house and its relationship to the 50' setback. March, 2008
- Specifications, either in booklet form or on the plan sheets, indicating all exterior materials and their exact locations.

Mail the above to the POA at the above address via registered or certified mail, return receipt requested.

A fee of \$100 must be included with the original submission of plans. Checks should be made out to Skyline Ranch Property Owners' Association.

The ACC will normally be able to act on your plans within fourteen days of receipt. All properly submitted plans will be evaluated during this period. A response will normally be mailed back to the home site owner within this period.

Approval to begin construction will be valid for 180 days. If construction has not begun by the end of the 180 days, complete resubmission for new approval authority must be obtained.

A response back from the ACC may indicate approval, a request for additional documentation or changes with approval held in abeyance, or disapproval with reasons why. The copy of plans you submit will be retained and filed. Approval of plans in no way authorizes deviation from the Covenants and Restrictions.

5. Do not change building location or materials after plan approval without written permission from the ACC.

6. Approvals by Hays County are also necessary. Before start of construction, a Development Permit from the County is required. To apply for an on-site sewage facility permit, you must submit a floor plan of the proposed structure, a detailed site plan and a legal description or survey plat of your property. For questions about permitting or to schedule a site evaluation, call the Hays County Environmental Health Department at (512) 393-2150. More information is available on their web site at [www.co.hays.tx.us](http://www.co.hays.tx.us). A copy of both the septic permit and the final installation approval shall be provided to the POA. Also, the SRE streets are maintained by the Hays County and you must obtain a permit before installing any culvert for a driveway or entry.

7. As general guidance, the ACC recommends that rustic or ranch style architectural design be considered. Landscaping, fencing, hedging, trees, shrubs, flower beds, outdoor lighting, etc. should be laid out and constructed in such a manner as to enhance the image and value of the property. These recommendations are made to maintain an overall continuity in the subdivision. Consideration should always be given to adjacent property owners. You should have received a letter from the POA suggesting appropriate landscaping ideas for this area. If not, contact the POA.

8. At the 1997 Annual Meeting, the SRE homeowners passed a rule prohibiting new mercury vapor (or other HID) exterior lights. The Pedernales Electric Coop (which installs security lights on its poles) is aware of this rule. Although incandescent lights are permitted, they can also be a nuisance, so the ACC encourages shielding and/or motion-sensors to make them less objectionable to neighbors.

9. Possible penalties associated with non-compliance with these Guidelines and SRE Covenants and Restrictions include the filing of a lien on the property, together with a ten (10) percent contingency fee, interest, costs and reasonable attorney fees, if any, incurred in the process of bringing the home site into compliance.

### III. DURING CONSTRUCTION

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10. When your contractor has the foundation form work in place, obtain a letter from a registered surveyor certifying that the house does not encroach on any setbacks or easements. Submit this document to the ACC before any concrete is poured. The POA will not grant variances for encroachments, so it is the responsibility of the property owner to make sure that his contractor has followed the SRE Covenants and Restrictions.

11. As stated in the Covenants and Restrictions, the entire exterior of all main dwelling units together with other exterior appurtenances must be completed within eighteen (18) months of commencement of work.

12. After approval of your architectural plan by the ACC, you may begin construction. A water meter is in place on your property – usually at the front corner. Prior to connecting to the meter, please advise the Skyline Ranch Estates Water Supply Corporation (SREWSC) at the above address. A new resident connection fee in accordance with the SREWSC tariff must be paid prior to connection. You will also be sent a Hays Trinity Groundwater Conservation District required Customer Service Agreement that must be completed and returned before water service can begin. In addition, contact the Operating Company (currently Professional General Management Services – 512-894-3322) to set up an account. After receipt of the CSA and new connection fee, your builder may connect to the meter for “interim” service and billing will commence. Current rates can be found on the web site.

13. Upon completion of your construction, and prior to receiving permanent water service, you must have a TCEQ required inspection of the plumbing in your house completed. The form is available from the SREWSC Secretary. The operating company, PGMS, can perform this inspection for approximately \$125. Alternatively, you may wish to contract with another company that is certified to perform these inspections. The SREWSC Board can provide you with a list of qualified companies in this area. The original completed Customer Service Inspection Certificate must be sent to the SREWSC secretary.

14. The ACC exercises the right to inspect the premises at any phase of construction in an effort to ensure that all restrictions are being complied with, and that the residence or improvement is being built in conformance with approved plans, elevations, and specifications. However, an inspection by the ACC in no way certifies conformation to or authorizes deviation from the SRE Covenants and Restrictions. All construction sites should be kept neat and orderly.

15. Any spillage or damage to SRE streets or property that is related to your construction is your responsibility to remedy or repair. The POA will not deal directly with your contractor, builder or suppliers, but will bill you for any repair or cleanup costs (i.e., concrete spillage on streets or concrete truck washout debris on shoulders).

### III. AFTER CONSTRUCTION

16. Contact the Wimberley Post Office regarding mail service and mailbox installation requirements. Mail may be delivered to your house or you may obtain a post office box. The ACC recommends that mailbox construction be homogeneous with the design of the subdivision. Standard U.S. Postal mailboxes are recommended to be attached to supports made of stone, brick, natural wood, or steel post. Please send any change in address during your construction to the POA at the above address.

17. Upon completion of construction and/or occupancy of the residence, all signs (such as builders, suppliers, architects, etc.) shall be removed from the site.

18. In addition to home construction, any other improvements, such as outbuildings, fences, barns, exterior remodeling, pools, etc. require ACC approval if the exterior of the residence or property will be altered by the change or improvement.

A fee of \$25 must be submitted with each additional change made to the original construction. Checks should be made out to Skyline Ranch Property Owners' Association.

### IV. OAK WILT

Live Oaks and Spanish Oaks (Red Oaks) in the Texas Hill Country are subject to outbreaks of Oak Wilt, a disease that, if not controlled, can devastate a large number of trees. In 1999, an outbreak in Skyline Ranch Estates killed a number of beautiful oaks and required a \$14,000 control program to limit its spread.

This disease is initiated by flying beetles which are attracted to fresh cuts or wounds in live oaks and red oaks. After infection, it spreads through the typically interconnected live oak root systems and infects adjacent trees in an ever-widening circle.

New construction projects are prime candidates for introduction of the disease because oak trees are frequently cut, pruned or damaged during the construction period. Even during the early planning stages, owners frequently cut paths or access routes through their property and can unknowingly expose their trees to the disease.

For this reason, the Board of Directors of Skyline Ranch Property Owners Association has implemented a mandatory requirement that property owners be responsible for the following:

All exposed live wood in any Live Oak or Spanish Oak (Red Oak) which may be caused by tree removal, limb removal, pruning, excavation, damage or any other activity must be treated immediately with a proper pruning paint. This includes stumps and limbs as small as 1-inch diameter. Even a few hours delay in treatment is unacceptable.

It is your responsibility to make sure that your contractor, subcontractors and other workmen understand that this requirement is mandatory. If it is ignored, the ACC exercises the right to retain an arborist to treat the new wounds or cuts and bill you for the cost.