



Shadowglen Builder Guidelines

Revised 10/17/2011

Introduction

SINGLE-FAMILY GUIDELINES

These ShadowGlen Single-Family Guidelines (the "Guidelines") have been prepared and adopted by The ShadowGlen Residential Association (the "Association") and apply to the single-family residential areas within the ShadowGlen Project (the "Project"). These Guidelines may be amended pursuant to the Declarations of Covenants, Restrictions, and Easements (the "Declaration").

MASTER PLANNED COMMUNITY

ShadowGlen is being developed as a master planned community. Some of the planned features include an eighteen hole golf course, amenity & recreation center areas, pedestrian trails, landscape reserves, standard single family detached residences, patio homes or zero lot line homes, multi-family, townhouses, cluster homes and various commercial uses. *The Master Land Use Plan illustrates the planned land uses for the development. The developers reserve the right to make changes to the planned land uses set out in the Master Land Use Plan, as they in their sole discretion, deem appropriate.*

DESIGN REVIEW BOARD

The Association, through its Design Review Board (the "DRB"), has exclusive authority over any development standards and guidelines, the review and approval of any site plans, architectural plans or construction plans to be implemented in the Project.

The DRB, as used in these Single-Family Guidelines, refers to the entity responsible for review of all single-family residential plans and construction.

This document presents the minimum set of Design Standards and Guidelines for the single-family portion of the ShadowGlen community. These Guidelines are an aid in the goal that all development within the community contributes in a positive and consistent way to the overall quality of the community.

PURPOSE OF GUIDELINES

The specific purposes of these Single-Family Guidelines are:

1. To preserve the quality and consistency of construction within the single family residential portion of the community;
2. To create an orderly and predictable basis for design review and approval of development plans and specifications; and
3. To encourage quality design and construction that will achieve a harmonious relationship among neighboring houses and sites.

These Guidelines are supplemental to the Declaration of Covenants, Conditions and Restrictions and are to be used in the review of single-family site development plans, architectural plans and construction plans. Noncompliance with these Guidelines is grounds for disapproval of any plans. These Guidelines are also for use as standards for maintaining the overall design integrity of the community. The Association reserves the right to make changes to these Guidelines as development progresses. The Association understands that styles and materials may change through the course of the project. Changes may be included, as the Association deems appropriate.

ORGANIZATION OF GUIDELINES

The Guidelines are organized as follows:

- Site Development Guidelines – specific requirements for developing individual lots are summarized in this section.
- Architectural Guidelines – general principles as well as specific requirements are provided to guide the architectural design of buildings and construction quality of the buildings within the Project.
- Application, Review and Approval Process – specific requirements for submittal, review and approval of site development plans, architectural plans and construction plans are set out in this section.

FUNCTION OF DESIGN GUIDELINES

This document has been adopted pursuant to the provisions of the Declaration to guide and control the design and construction of single-family residences or related improvements in ShadowGlen. No improvements are to be constructed within the single-family residential portion of the Project without the plans for the proposed improvements first being approved by the Association. The Association has created the Design Review Board (the "DRB") to administer the review and approval of development, architectural and construction plans for proposed improvements or proposed modifications to existing improvements.

These Design Guidelines are intended as a guide to the Builders and Owners, their designers and architects, and the DRB in the design, construction, and maintenance of improvements. These Guidelines, in combination with the Declaration, applicable governmental ordinances and the Planned Development Ordinance, are intended to provide design and planning parameters and information so a Builder or Owner may plan, design, build, and maintain improvements to the Property covered by these Guidelines.

APPLICABLE GOVERNMENTAL ORDINANCES

These Guidelines are supplemental to the requirements of the Planned Unit Development Ordinance and any and all other applicable governmental ordinances and regulations (the "Ordinances"). In instances of conflict between the Ordinances and the Development Guidelines, the more restrictive of the two will apply.

BINDING EFFECT

These Guidelines shall be binding on all Builders and Owners and all Persons proposing to construct improvements on a site during the term of the Declaration.

TIME LIMIT

After the review and approval by the DRB the Builder shall have one hundred and eighty (180) days to begin construction of the residence or all approvals will be forfeit. If the Time Limit on an approval expires without extension by the DRB a new application must be submitted and approved by the DRB before construction can begin.

AMENDMENT

The Board or the Association may amend these Design Guidelines at any time. Improvements are to be constructed in accordance with the Design Guidelines in existence as of the date construction plans are approved by the DRB. If construction of the house is started within one hundred eighty days (180) after the construction plans are approved by the DRB then any changes to the Builder Guidelines shall not require changes in existing construction or plans previously approved by the DRB. If construction of the house is not started within one hundred eighty days (180) after the construction plans are approved by the DRB then; a) An extension of the approved plans must be obtained, in writing, from the DRB, or b) The plans must be resubmitted to the DRB for approval and the DRB, in its sole discretion, may require changes to the plans to reflect the then current Guidelines.

ENFORCEMENT

The Association, and the DRB shall have the right, but not the duty, to enforce the Development Guidelines. Enforcement shall be by any proceeding at law or in equity against any Person or Persons violating or attempting to violate these Design Guidelines or any supplementary guidelines either to restrain violation or to recover damages; and failure by the Association, or the DRB to enforce any such provisions shall in no event be deemed a waiver of the right to do so thereafter. With respect to any litigation hereunder, the prevailing party shall be entitled to recover

reasonable attorney's fees and court costs from the non-prevailing party.

LIENS / SEVERABILITY

Violation or failure to comply with these Design Guidelines shall not affect the validity of any mortgage, lien, or other similar security instruments that may then exist as encumbrances on any part of the Property. Invalidation of any one or more of these Design Guidelines or any portions thereof, by a judgment or court order shall not affect any of the other provisions or guidelines herein contained, which shall remain in full force and effect.

APPROVALS

No approval by the DRB, pursuant to the provisions of the Guidelines, shall be effective unless in writing, except as otherwise expressly provided in these Development Guidelines.

APPEAL

If an application has been denied, or approval is subject to conditions that the Builder believes are too restrictive, the Builder may request a hearing before the DRB to justify his/her position. Following the hearing the DRB will review its prior decision and notify the Builder within five (5) days.

VARIANCES

All variance requests must be made in writing. A variance will be considered when unique conditions exist and when a variance is granted it will not set any precedent for future decisions and approvals.

APPLICATION FOR WITHDRAWAL

An application for withdrawal may be made without prejudice, provided the application for withdrawal is made in writing and received by the DRB in advance of the review and/or action on the application.

INSPECTIONS

The DRB will have the right to make periodic inspections while construction is in progress. These inspections will be made to review and determine compliance with these Guidelines and the approvals. In the event a violation is determined the Builder will be notified and given adequate time to correct the violation, in the event the Builder fails to correct the violation then enforcement of these Guidelines and the Declaration of Covenants, Condition, Restrictions and Easements will be undertaken

DEFINITIONS

The following definitions shall be used for interpreting these Guidelines:

Required – Means the action, activity or technique must be used or employed.

Encouraged – Means the action, activity or technique is recommended and considered the most desirable alternative but is not required.

Discouraged – Means the action, activity or technique is not prohibited but is considered to be a less desirable alternative.

Prohibited – Means the action, activity or technique should not be used and will not be permitted.

MASTER PLAN — PHASE I SITE DEVELOPMENT GUIDELINES

A. GENERAL

The Builder is to develop and maintain individual lots in a manner prescribed by the Declaration of Covenants, Conditions and Restrictions for ShadowGlen and by these Guidelines. Compliance with lot site plan requirements, building setbacks restrictions, sidewalks & driveway standards, garage placement guidelines, etc. is required of the Builder. Utility connections are the responsibility of the Builder.

The Builder shall comply with any and all applicable governmental ordinances and regulations that may effect development and construction within the Project, including but not limited to city, county, state, municipal utility districts, federal or any other governmental agency (i.e.: EPA, Corp) having applicable jurisdiction. Builder shall also warrant compliance with the approved municipal building code.

B. HOUSE SIZE

Houses are required to comply with the following size requirements:

Lot Size	Section	House Size	
		Minimum	Maximum
75'	12,13	2,600 sf	+
70'	1	3,000 sf	+
65'	2,9,11	2,500 sf	3,400 sf
60'	3,6,8,10	1,900 sf	3,400 sf
55'	4,5,7	1,800 sf	2,800sf
55'	14A/14B	1,800 sf	2,800 sf
45'	15A/15B	1,300 sf	2,100 sf

House size will be determined by measuring the enclosed living area contained in the house. Enclosed living area will be determined by measuring from the outside of the slab (including brick ledge) to the outside of the slab.

C. BUILDING SETBACKS

Established. Building setbacks are established by applicable governmental ordinances and regulations and by these Guidelines. Building setbacks for an individual lot can be found on the final plat of the lot and the Setback Plan (the "SP") established pursuant to these Guidelines (see Appendix).

Priority of Application. The setbacks for an individual lot shall be determined as follows: (i) first based on compliance with the setbacks shown on the final plat, (ii) next based on compliance with the SP and (iii) finally based on compliance with the general standards below.

Measurement. Building set backs are determined as follows:

- Front Building Setbacks are determined by measuring the prescribed distance from the front property boundary line.

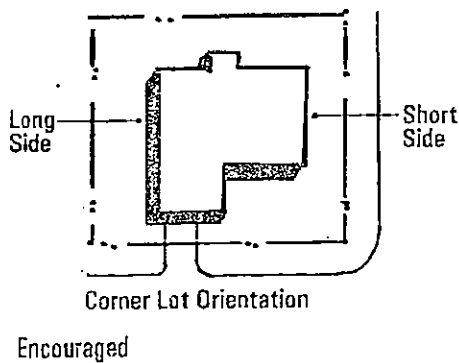
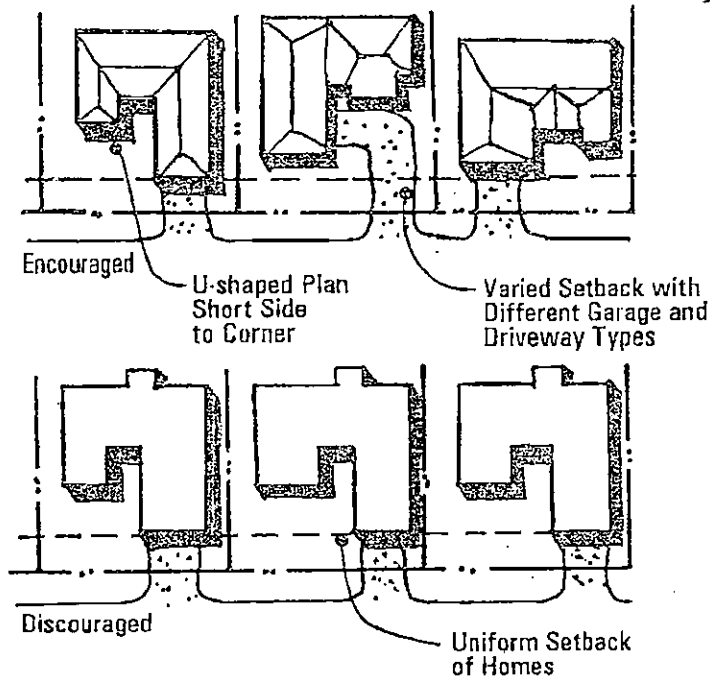
- Back Building Setbacks are determined by measuring the prescribed distance from the back property boundary line.
- Side Building Setbacks are determined by measuring the prescribed distance from each side property boundary line.
- Utility easements may also establish the building setback line if an easement extends further from the applicable property boundary line than the applicable setback distance.

General. Set out below are the general setback parameters for single-family lots.

- Front building setbacks range from twenty feet (20') to thirty feet (30') as shown on the Setback Plan.
- Side lot building setbacks for interior lots are generally five feet (5') on each side of the lot unless otherwise shown on the SP.
- Side lot building setbacks for corner lots are typically fifteen feet (15') from the side street property line unless otherwise shown on the SP.
- Rear building setbacks are typically ten feet (10') unless otherwise shown on the SP.
- Detached garages shall be no closer than ten feet (10') to the rear property line and no closer than five feet (5') to the interior side property boundary line and twenty (20') from the street side property boundary line.

Verification. Prior to the placement of any forms, the Builder shall review the final plat, the SP, easement locations and all applicable governmental regulation for the specific lot to verify all setback requirements. Each Builder is responsible for verifying and complying with all applicable building setbacks and easements established for each lot it purchases and constructs on.

D. ARTICULATION



Articulation of the location of the home, variety in the shapes of the homes and variety in the elevations of the homes are significant factors in the creation of unique and varied street scene. These techniques help create streets that have a special character, a character that makes them livable and desirable.

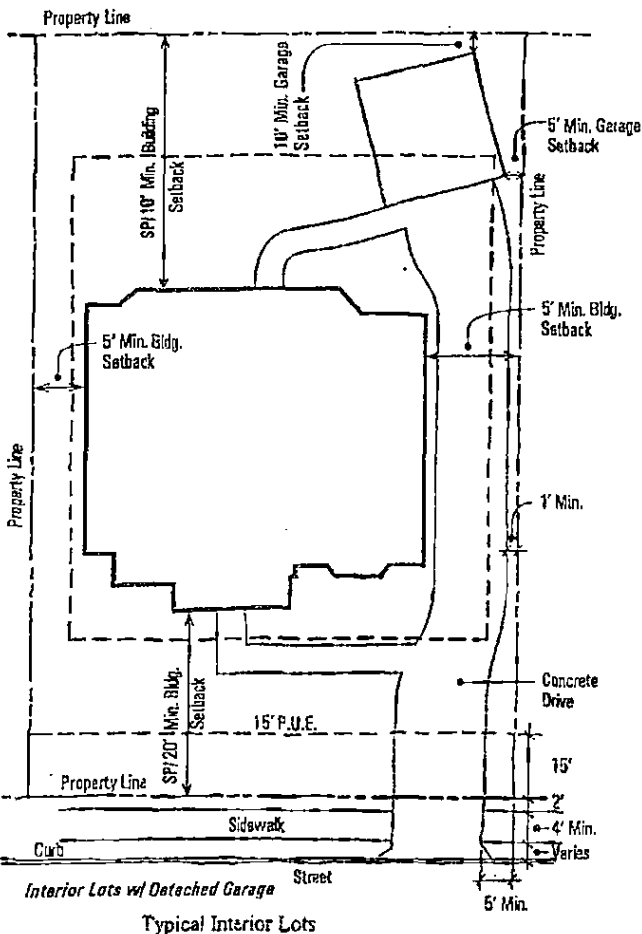
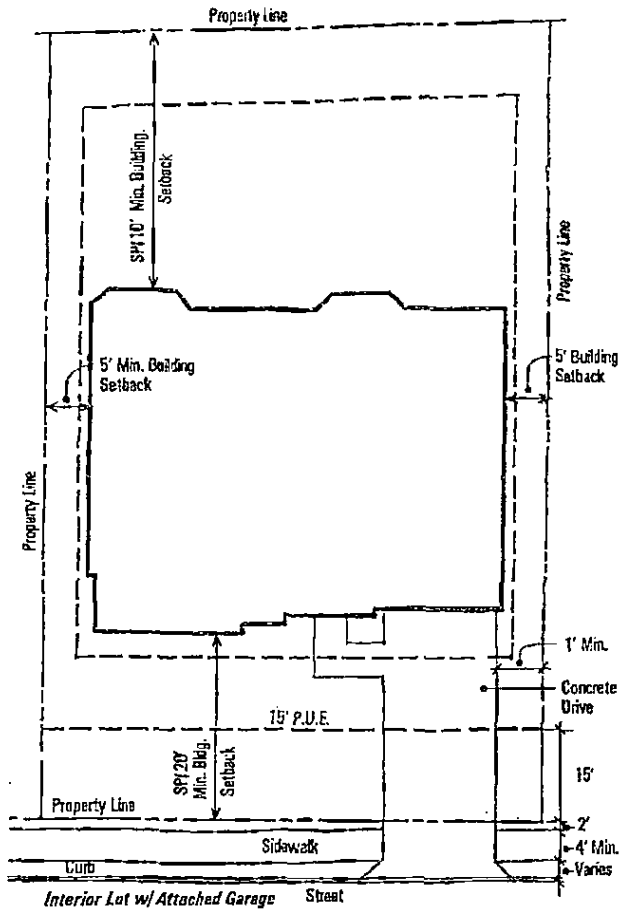
Whenever possible the building should be articulated in such a manner as to break the street down into a series of buildings rather than a row of buildings.

The footprint and the roof form determine the look and feel of a building from the exterior. The two should work together to provide variety in the street scene.

Building shapes should be arranged to compliment each other.

Imaginative plan geometry and roof forms increase the sense of articulation and correspondingly of individuality.

Articulation of Homes	
LOT SIZE	Application
50' - 64'	Encouraged
65' - 69'	Required
70' - 79'	Required
80' +	Required



E. INTERIOR LOTS

1. TYPICAL INTERIOR LOTS

Setbacks. Standard building setbacks for a typical interior lot are as follows:

- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback as shown on the SP but in no event less than ten feet (10'), and
- side building setbacks of five feet (5') on each side.

Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Fencing. Fencing is required for all interior lots. The Builder shall install fences according to the fence design criteria, illustrated in the fence section of these Guidelines.

Detached Garages. Detached garages are permitted on typical interior lots. Detached garages shall be no closer than ten-feet (10') to the rear property line and no closer than five-feet (5') to the side property line.

Other Structures. No structures other than pools, decks and gazebos are permitted beyond the rear setback without the prior written approval of the DRB.

2. GOLF COURSE LOTS

General. Any lot sold as a golf course lot, (as defined according to the lot contract), must follow all golf course guidelines set forth here. Interior lots adjacent to the golf course are to be developed to provide the maximum aesthetic potential of the lot's views of the golf course, while providing an attractive and unobtrusive view from the golf course. Therefore, the residences and its grounds shall be equally pleasing when viewed from the golf course as when viewed from the street.

Setbacks. Standard building setbacks for a typical interior golf course lot are as follows:

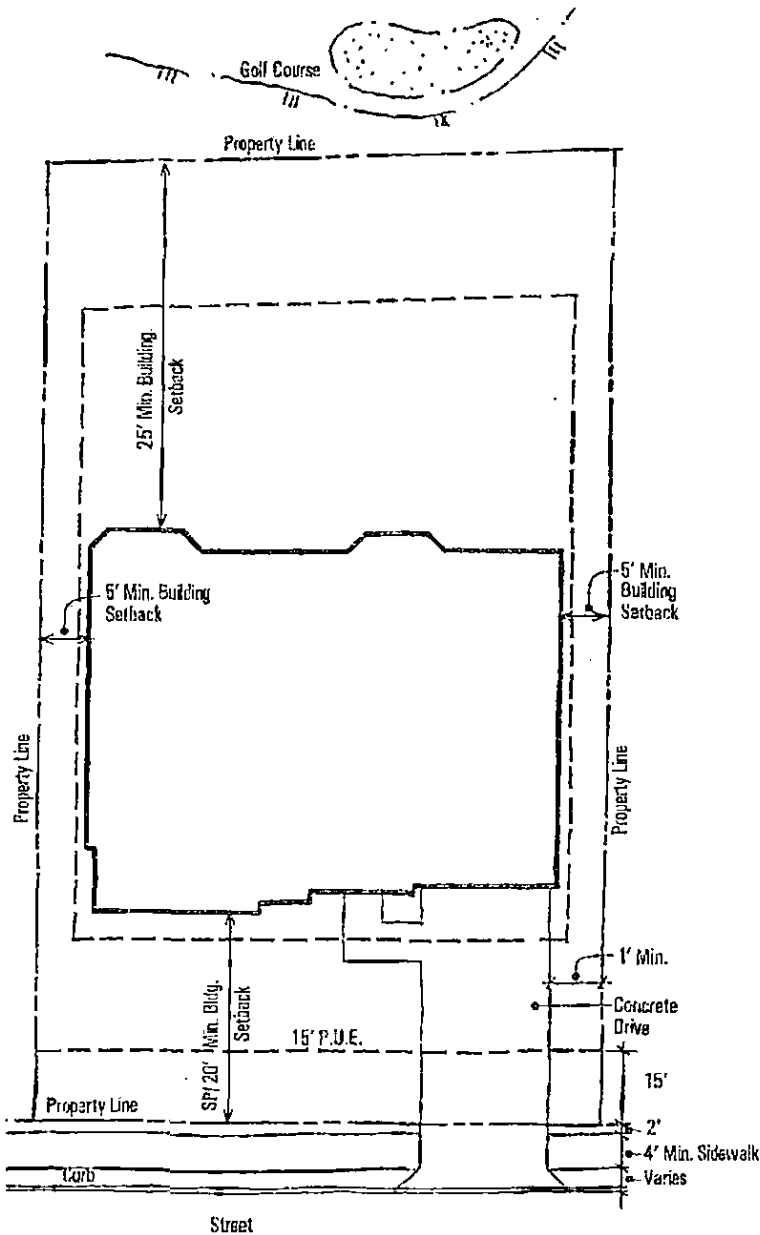
- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback of twenty-five feet (25'), and
- side building setbacks of five feet (5') on each side.

Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Fencing. Fencing is required for all interior golf course lots. The Builder shall install fences according to the fence design criteria, illustrated in the fence section of these Guidelines.

Detached Garages. Detached garages are prohibited on lots that are adjacent to the golf course.

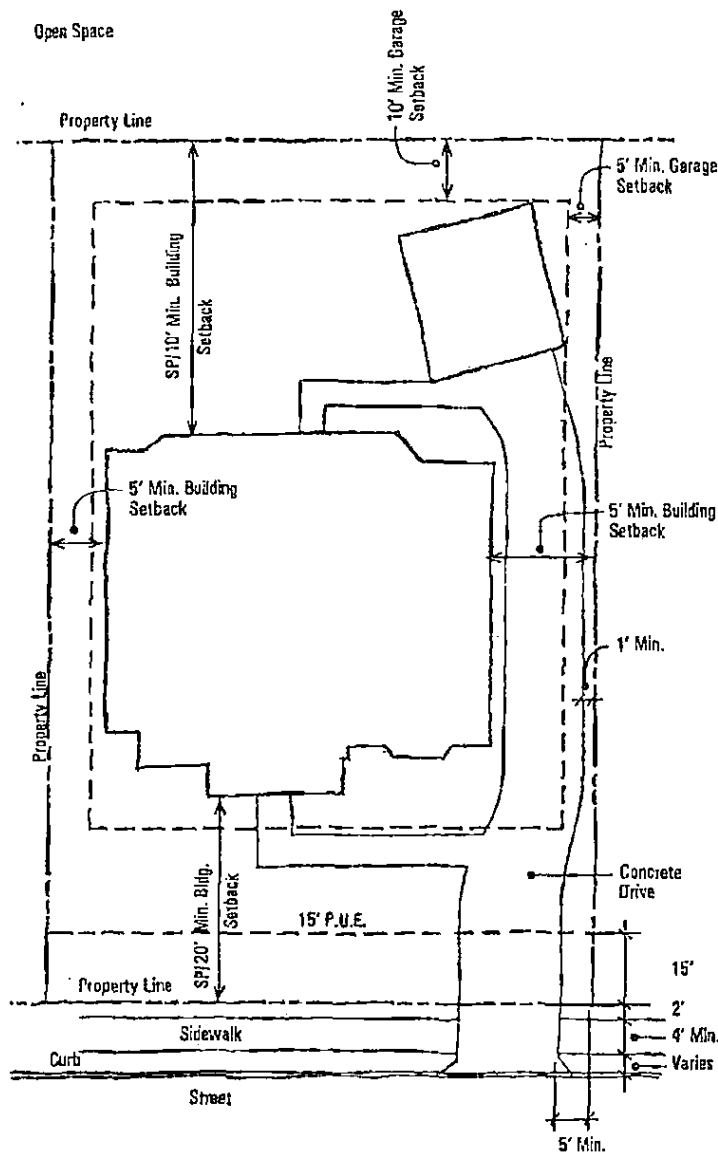


2. GOLF COURSE LOTS (Continued)

Other Structures. No structures other than pools, decks and gazebos are permitted beyond the rear setback.

Golf Related Design Considerations. In designing the house, the site layout and the landscape planting, design considerations that protect against the possibility of errant golf balls should be utilized. Use of impact resistant materials are encouraged and the use of large pane glass windows are discouraged. If a large expanse of glass is desired, it should be installed in smaller, easier to replace panes. Strategic placement of plants and trees may add additional safeguards.

2. OPEN SPACE / GREENBELT LOTS



General. Interior lots adjacent to public open space, greenbelts, pedestrian trails, parks and recreational areas ("Open Space") are to be developed to derive the maximum potential of the activity area and related view corridors. Residences and there grounds must be attractive and present a consistent visual image when viewed from the house, the Open Space and the street.

Setbacks. Standard building setbacks for a typical open space lot are as follows:

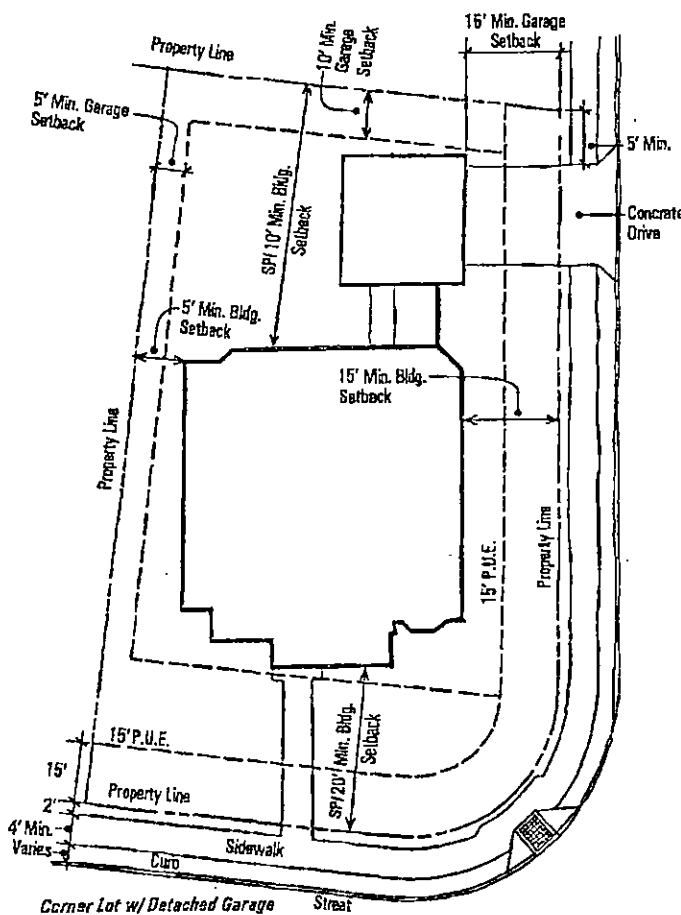
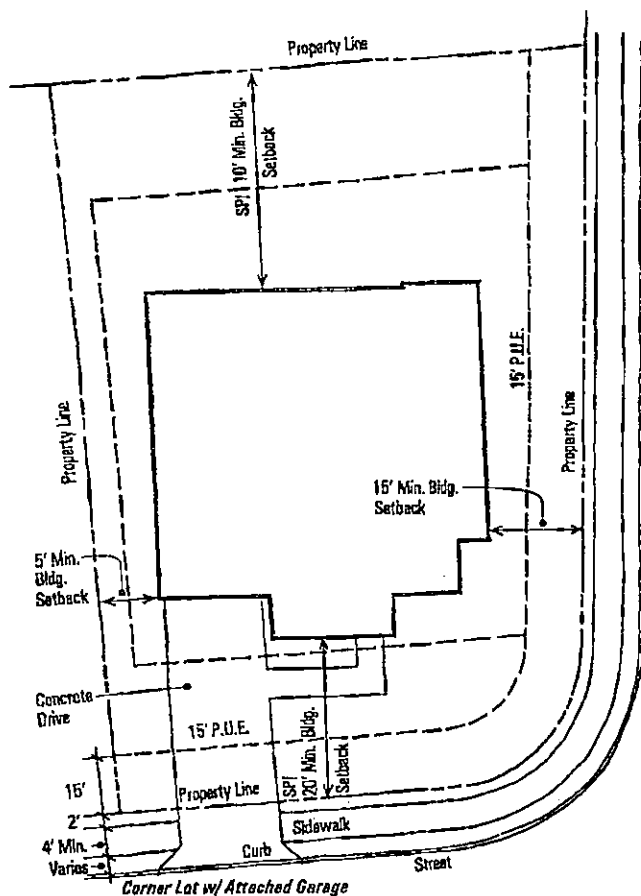
- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback as shown on the SP but in no event less than ten feet (10'), and
- side building setbacks of five feet (5') on each side.

Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Detached Garages. Detached garages are permitted on lots that are adjacent to Open Space. Detached garages shall be no closer than ten-feet (10') to the rear property line and no closer than five-feet (5') to the side property line. All garage elevations must be 100% masonry on lots that abut open spaces.

Fencing. Fencing is required for all open space lots. The Builder shall install fences according to the fence design criteria, illustrated in the fence section of these Guidelines.



Corner Lots-
Golf Course Lots

F. CORNER LOTS

1. TYPICAL CORNER LOTS

General. Corner lots are those lots found at the intersection of two roadways. Corner lots are highly visible from the front street and the side street. Homes on corner lots should be sited with care and should be visually pleasing from both street fronts. Residences and their grounds must be attractive and present a consistent visual image when viewed from either street.

Setbacks. Standard building setbacks for a typical corner lot are as follows:

- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback as shown on the SP but in no event less than ten feet (10'), and
- side building setbacks of fifteen feet (15') on the side adjacent to the street and five feet (5') on the side adjacent to the lot.

Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Detached Garages. Detached garages are permitted on typical corner lots. Detached garages shall be no closer than ten-feet (10') to the rear property line and no closer than five-feet (5') to the property line on the side adjacent to the lot and no closer than twenty (20') on the side adjacent to the side street.

Other Structures. Structures, other than pools, decks and gazebos, are prohibited beyond the rear setback.

2. GOLF COURSE LOTS

General. Any lot sold as a golf course lot, according to the lot contract, should follow all golf course guidelines. Corner lots adjacent to the golf course are to be developed to derive the maximum aesthetic potential of the lot's views of the golf course, while providing an attractive view from the golf course and the adjacent streets. Therefore, the residence and its grounds shall be equally pleasing when viewed from the golf course as when viewed from the street.

Setbacks. Standard building setbacks for a typical corner golf course lot are as follows:

- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback of twenty-five feet (25'), and
- side building setbacks of fifteen feet (15') on the side adjacent to the street and five feet (5') on the side adjacent to the lot.

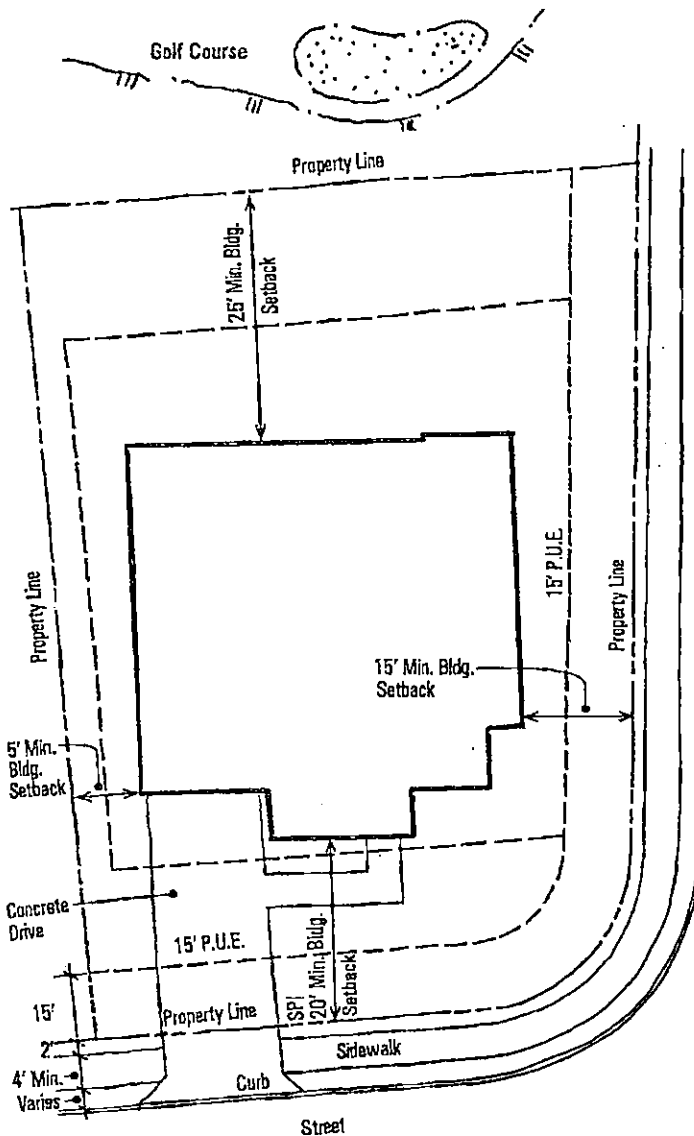
Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Fencing. Fencing is required for all corner golf course lots. The Builder shall install fences according to the fence design criteria, illustrated in the fence section of these Guidelines.

Detached Garages: Detached garages are prohibited on lots that abut the golf course and corner lots that are adjacent to the golf course.

Other Structures. Structures, other than pools, decks and gazebos, are prohibited beyond the rear setback.



2. GOLF COURSE LOTS (Continued)

Design Considerations. In designing the house, the site layout and the landscape planting, design considerations that protect against the possibility of errant golf balls should be utilized. Use of impact resistant materials are encouraged and the use of large pane glass windows are discouraged. If a large expanse of glass is desired, it should be installed in smaller, easier to replace panes. Strategic placement of plants and trees may add additional safeguards.

3. OPEN SPACE / GREENBELT LOTS

General. Corner lots adjacent to public open space, greenbelts, pedestrian trails, parks and recreational areas ("Open Space") are to be developed to derive the maximum potential of the activity area and related view corridors. Residences and their grounds must be attractive and present a consistent visual image when viewed from the house, the Open Space and the street.

Setbacks. Standard building setbacks for a typical corner open space lot are as follows:

- a front building setback as shown in the SP but in no event less than a minimum of twenty feet (20'),
- a rear building setback as shown on the SP but in no event less than ten feet (10'), and
- side building setbacks of fifteen feet (15') on the side adjacent to the street and five feet (5') on the side adjacent to the lot.

Residential structures and garages may not encroach into building setbacks except for eaves and roof overhangs.

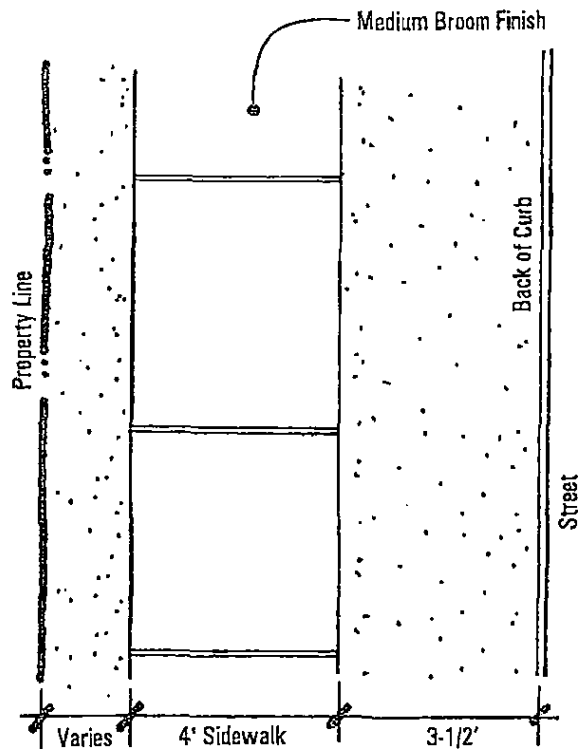
Easements. Residential structures and garages may not encroach into utility easements without the prior approval of the DRB, utility company and appropriate governmental entity.

Detached Garages. Detached garages are permitted on lots that abut to Open Space. Detached garages shall be no closer than ten-feet (10') to the rear property line, no closer than five-feet (5') to the side property line but no closer than twenty-feet (20') on the side adjacent to the street. All garage elevations must be 100% masonry on lots that abut open spaces.

Fencing. Fencing is required for all open space lots and shall follow the Fencing Master Plan (Exhibit 1) The Builder shall install fences according to the fence design criteria, illustrated

in the fence section of these Guidelines.

G. SIDEWALKS



General. Sidewalks with a four-foot (4') width are to be constructed by the Builder within all public street right of way frontages. The illustrations show minimum design standards. All sidewalks are to be constructed in a uniform manner, conforming materials and produce a consistent appearance.

Location. Sidewalks are to be located 3 1/2 feet from the back of the curb. Locations of sidewalks are not to be varied without the prior approval of the ARC.

Transitions. Transitions should be accomplished with the use of gentle curves rather than abrupt angles or curves.

Construction. Sidewalks will be constructed utilizing the following construction standards:

- i. All sidewalk construction must meet or exceed required governmental standards and must comply with the approved final plat.
- ii. Expansion joints shall occur every twenty feet (20') on center.
- iii. Scored joints shall occur every five feet (5') on center.
- iv. Concrete placed between expansion joints must be completed in one pour.
- v. Expansion joints must be used where the new sidewalk connects with the existing sidewalk or with driveways.
- vi. Where sidewalks meet driveways with decorative finishes or paving, the standard sidewalk design does not have to be carried through the driveway.
- viii. Manholes and valve boxes located within sidewalks shall be flush with the concrete paving.

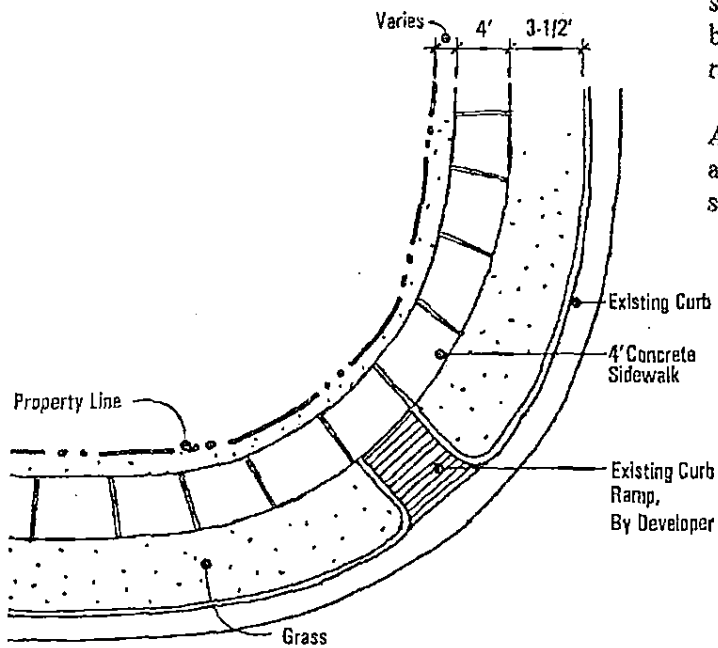
Adjustments to manholes and valve box are the responsibility of the Builder, the Builder must coordinate with and pay the utility company, municipality, county or municipal utility district

for any adjustments.

SIDEWALKS (Continued)

Corner Lots. On Corner lots the Builder is required to construct a four-foot (4') wide sidewalk along that portion of the lot that fronts both streets tying to the street crossing walk and ramp.

ADA. The Builder is required to comply with all ADA requirements in the construction of sidewalks.



H. ENTRY WALKS

The Builder is required to construct an entry walk from the front door of the house to the street curb or driveway. The entry walk must be a minimum of three-feet (3') wide and comply with the Sidewalk construction standards.

I. PARKING

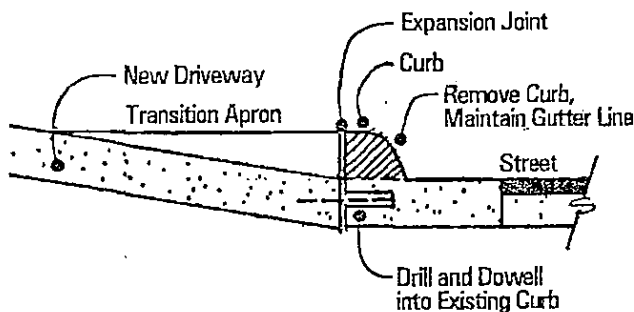
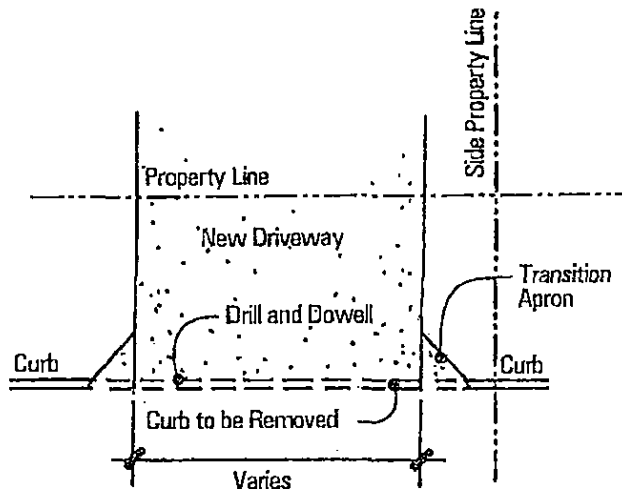
A garage capable of parking at least two (2) vehicles is required for every lot. A minimum of two (2) off-street parking spaces is required for all lots.

J. DRIVEWAYS AND MOTOR COURTS

1. DRIVEWAYS

Construction. Driveways must be constructed to meet the following requirements:

- All driveway construction must meet or exceed required governmental standards,
- Expansion joints shall occur every ten feet (10') on center,
- Must be constructed with concrete and have a minimum thickness of 4 inches,
- Concrete placed between expansion joints must be completed in one pour,
- Saw cut and remove curb to make a connection with the driveway,
- Expansion joints and dowels must be used where the driveway connects with the curb, and dowels are to be stubbed out a minimum of thirty-six inches (36") on center where the driveway is connected to the curb.



Materials. Driveways must be constructed of concrete, typically broom finished. Colors, patterns and design will require the approval of the DRB prior to construction. Exposed aggregate concrete, concrete with masonry borders (brick or stone), colored and stamped concrete and concrete pavers are encouraged.

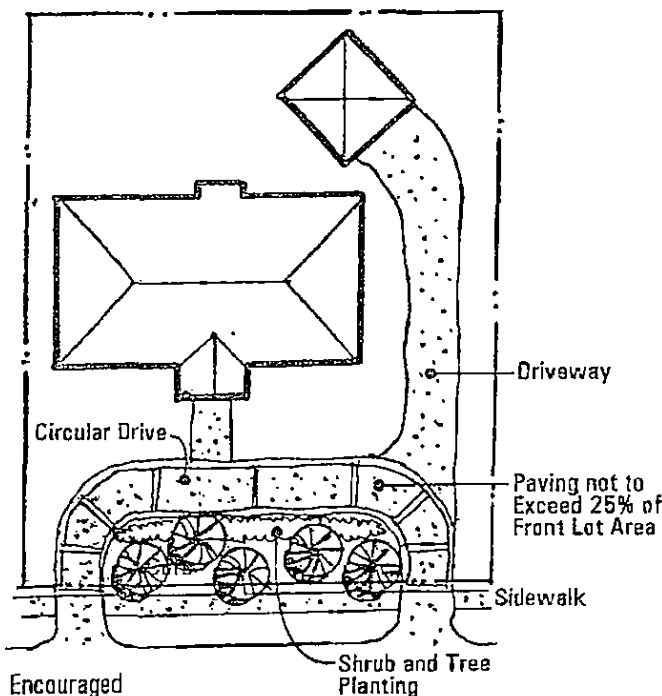
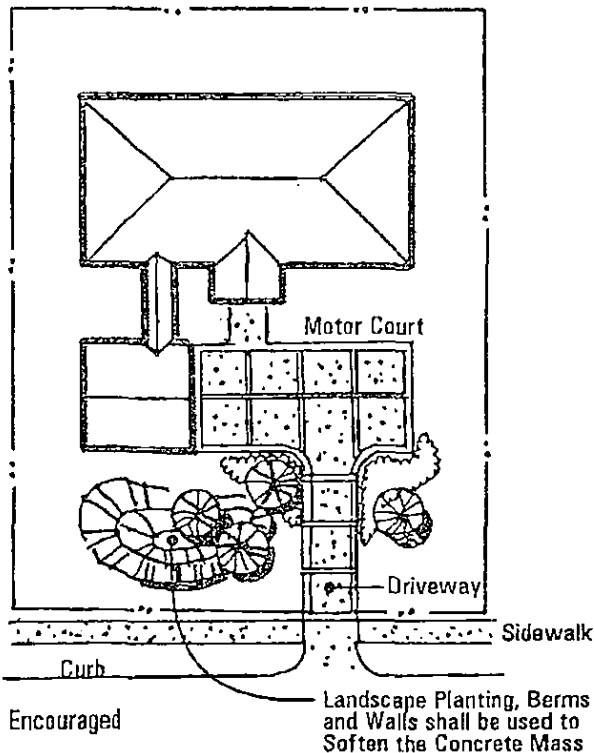
2. MOTOR COURTS

GENERAL. Motor courts are encouraged.

Construction. Motor courts must be constructed to meet the following requirements:

- All driveway construction must meet or exceed required governmental standards,
- Expansion joints shall occur every ten feet (10') on center,
- Must be constructed with concrete and have a minimum thickness of 4 inches,
- Concrete placed between expansion joints must be completed in one pour,
- Saw cut and remove curb to make a connection with the driveway,
- Expansion joints and dowels must be used where the driveway connects with the curb, and
- Dowels are to be stubbed out a minimum of thirty-six inches (36") on center where the driveway is connected to the curb.

Materials. Motor Courts must be constructed of concrete, typically broom finished. The use of alternative paving materials other than smooth finished concrete will provide visual interest. Colors, patterns and design will require the approval of the DRB prior to construction. Exposed aggregate concrete, concrete with masonry borders (brick or stone), colored and stamped concrete and concrete pavers are desirable.



3. CIRCULAR DRIVES.

General. Circular drives or turnaround may be desirable in certain instances. Under no circumstance may an entire front yard be paved as a driveway (refer to the landscape section of these guidelines for minimum landscape requirements).

Construction. Motor courts must be constructed to meet the following requirements:

- All driveway construction must meet or exceed required governmental standards,
- Expansion joints shall occur every ten feet (10') on center,
- Driveways must be constructed with concrete and have a minimum thickness of 4 inches,
- Concrete placed between expansion joints must be completed in one pour,
- Saw cut and remove curb to make a connection with the driveway,
- Expansion joints and dowels must be used where the driveway connects with the curb, and
- Dowels are to be stubbed out a minimum of thirty-six inches (36") on center where the sidewalk is connected to the curb.

Materials. Exposed aggregate concrete, concrete with masonry borders (brick or stone), colored and stamped concrete and concrete pavers are encouraged. Paving materials may not abut a building foundation except at entry sidewalk or driveways.

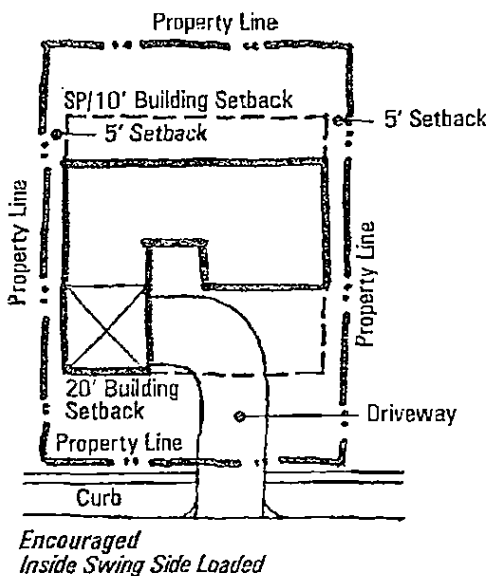
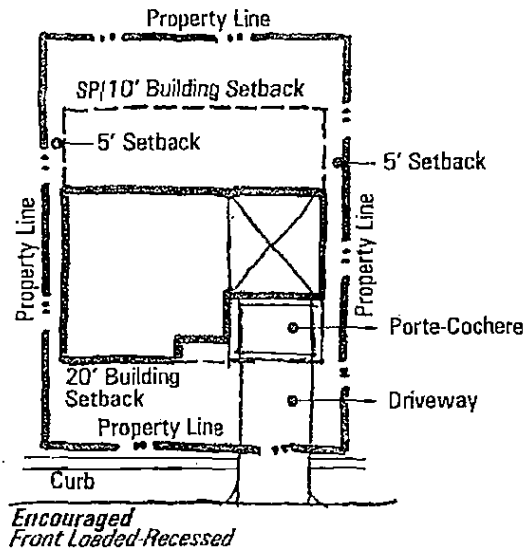
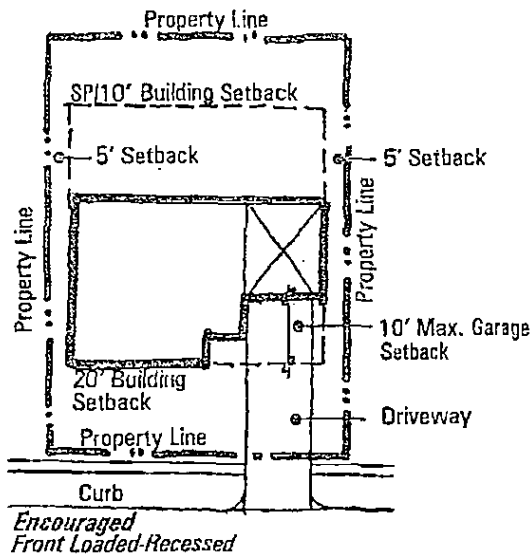
K. GARAGES

1. ATTACHED GARAGES

General. A streetscape where the emphasis is on the residences not the garages is desirable. Attached front or side loaded garages are acceptable but care should be taken to keep the garage from dominating the front elevation of the residence. Attached garages should be unobtrusive when viewed from the street.

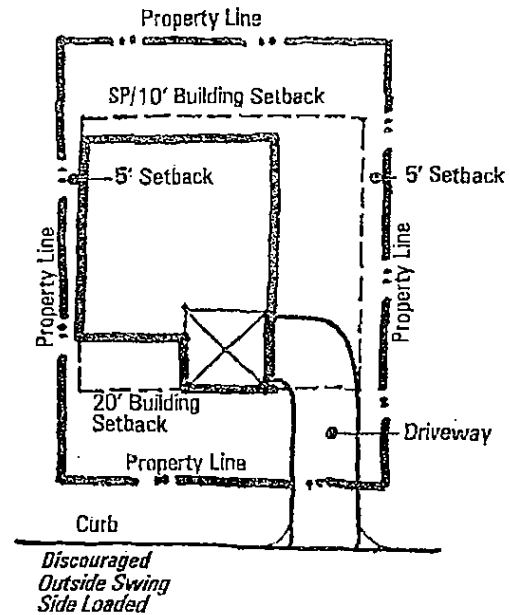
Favorable architectural treatment. The following are encouraged architectural treatments for attached garages.

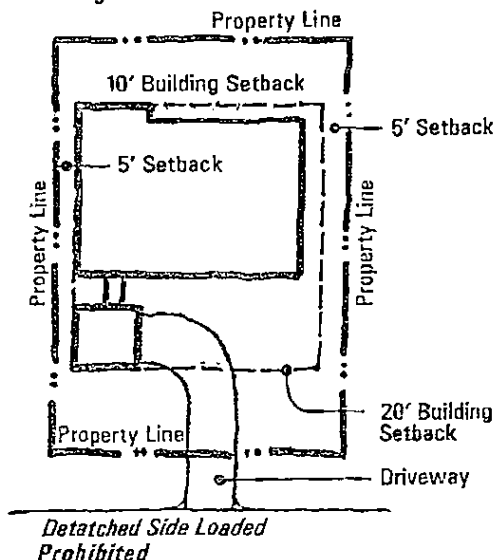
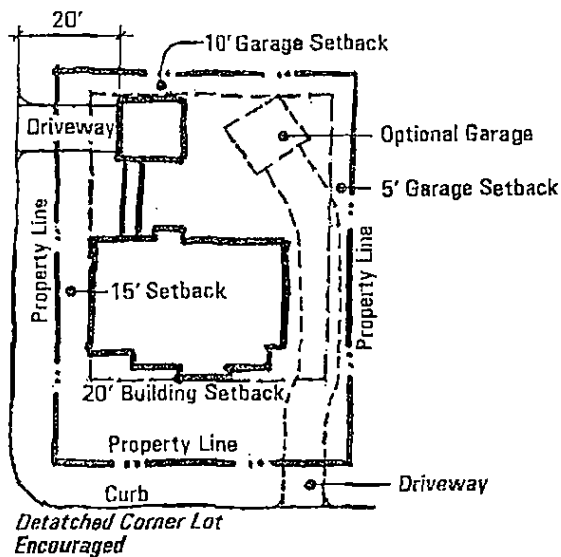
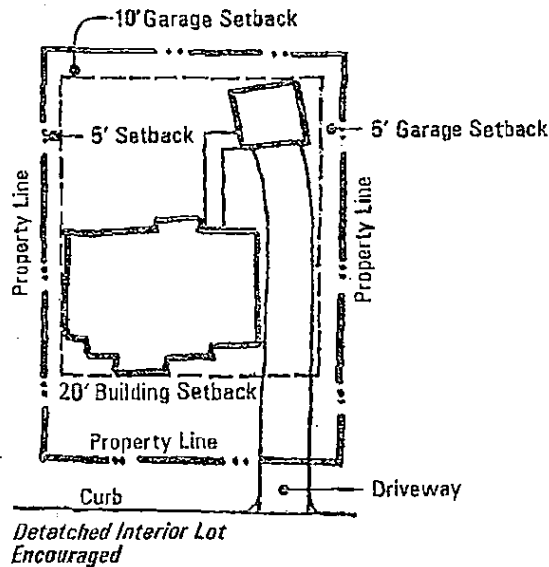
- Side loading attached garages,
- Recessed front loaded attached garages,
- Attached garages with a porte-cochere employed as an integrated architectural element, and
- Any garage treatment that diminishes the impact of the garage on the front elevation of the residence.



ATTACHED GARAGES (Continued)

Porte-cochere. A porte-cochere that does not extend past the major house facade, constructed of the same building materials and attached to the house consistent with the architecture is encouraged. Metal porte-cocheres are prohibited.





2. DETACHED GARAGES

General. A streetscape where the emphasis is on the residences not the garages is desirable. Detached garages emphasize the frontal elevation of the home and increase the emphasis on the house. Detached garages located behind the residence are encouraged. Detached garages and their driveways should be unobtrusive when viewed from the street.

Favorable architectural treatment. The following architectural treatments for detached garages are encouraged.

- Side loading detached garages.
- Detached garage located behind the residence.
- Detached garages with a porte-cochere employed as an integrated architectural element.

Detached garages on corner lots can create interesting corner yard spaces if implemented correctly.

Setbacks. Detached garages must have a five-foot (5') side setback and a ten-foot (10') rear setback. Detached garages located less than ten-feet (10') from side property lines shall have no windows or doors in the walls adjacent to the respective side and rear lot lines.

Unfavorable architectural treatment. The following architectural treatments for detached garages are discouraged.

- Garages that dominate the side elevation of the residence.

Detached garages are to be located behind the main structure of the house

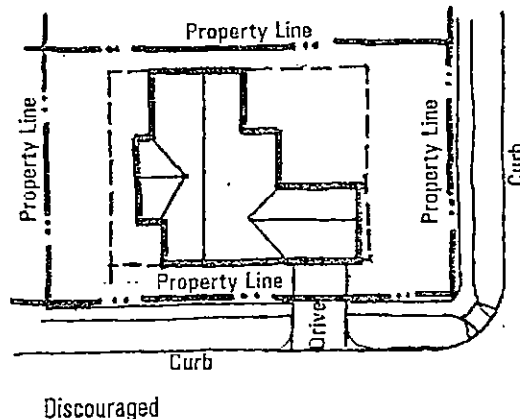
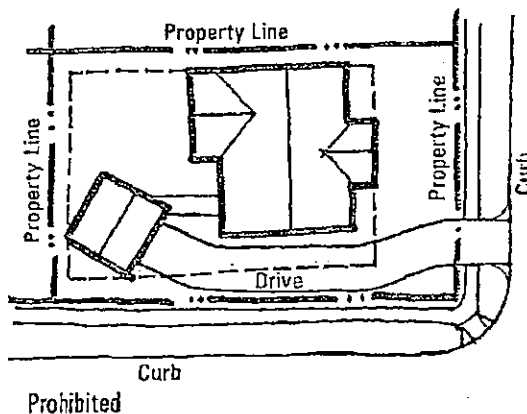
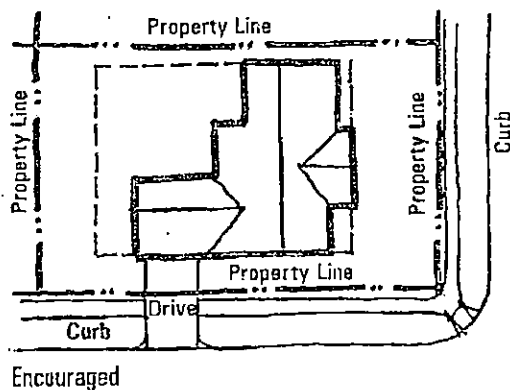
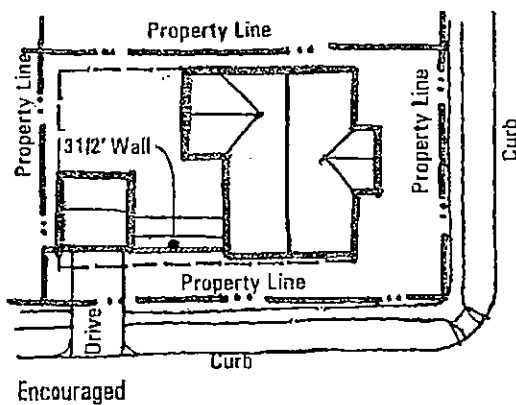
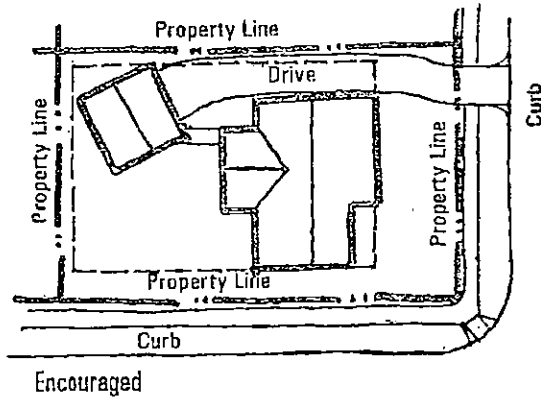
3. GARAGES ON CORNER LOT

Detached garages on the interior lot side are encouraged.

Detached garages located at the rear of lot on the street side are permissible but these are required to be side loading. A three and one-half-foot (3-½') high masonry wall between the house and garage is encouraged. These walls shall be constructed of masonry materials that match the front and street side of the residence. This wall provides the appearance of a larger house and eliminates the need for additional side yard fencing.

Driveways on the side street side of the lot extending from the front street are prohibited. This creates an undesirable traffic conflict with traffic turning from the side street onto the front street and it creates a large and highly visible expanse of concrete.

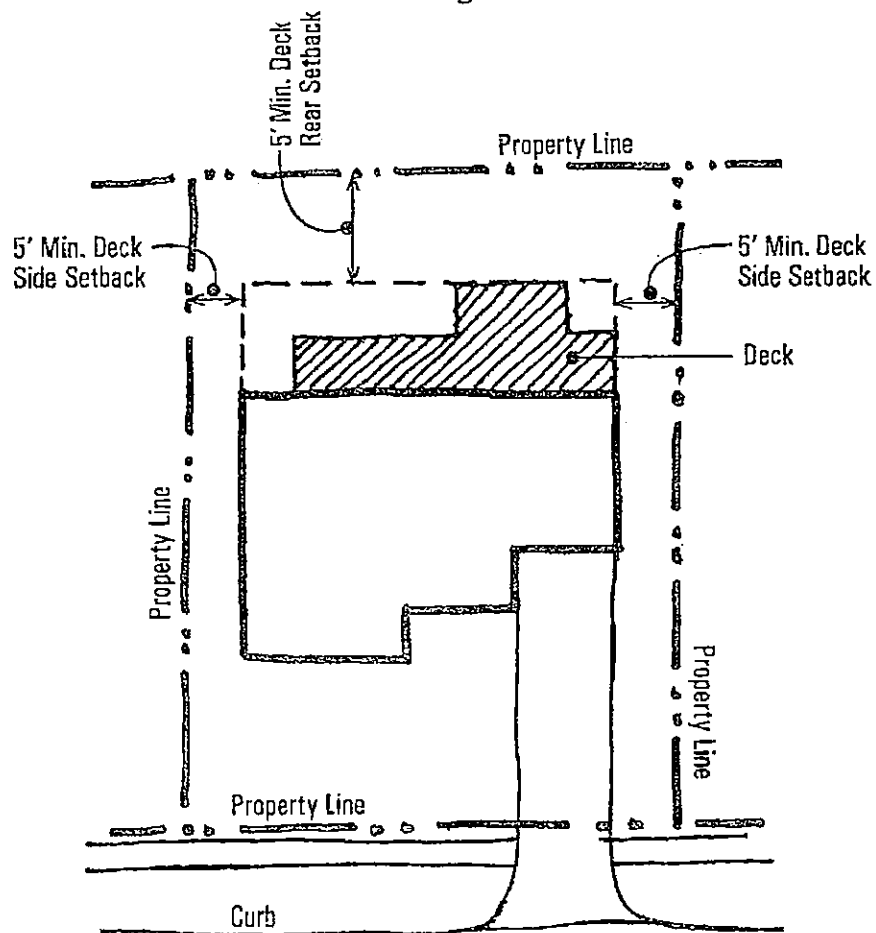
Attached garages facing the front street must be on the opposite side from the corner and adjacent to the first interior lot. Attached garages that have a side-loading entrance near the corner are prohibited.



L. DECKS

Decks must meet the following setback requirements:

- Five-feet (5') from the rear property line
- Five-feet (5') from the side property line
- Ten-feet (10') from the golf course, a greenbelt or common area.



M. POOLS

Above ground pools are prohibited. Pools are permitted when they comply with the following criteria:

- the improvement must meet all governmental codes and requirements,
- the improvement must be located in a portion of the yard that is fenced,
- the pool may not be located in utility easements,
- pool decks may be located in utility easements if written permission is obtained from the utility company,
- pool plumbing may be located in utility easements if the local utility company is notified prior to installation,
- the improvement must be properly located with minimum visibility from the golf course, adjoining property or public view,
- pool equipment and tools, visible from adjoining property or public view must be properly screened,
- pools visible from the golf course or greenbelt lots shall be set back a minimum of five feet (5') from the property line of the golf course,

All construction access will occur between the street and the rear lot line and access from the golf course, green belt or adjoining property is prohibited.

N. SPAS

Site-built or prefabricated spas or hot tubs, installed above ground, must be approved in advance by the DRB. Above ground spas or hot tubs are permitted when they comply with the following criteria:

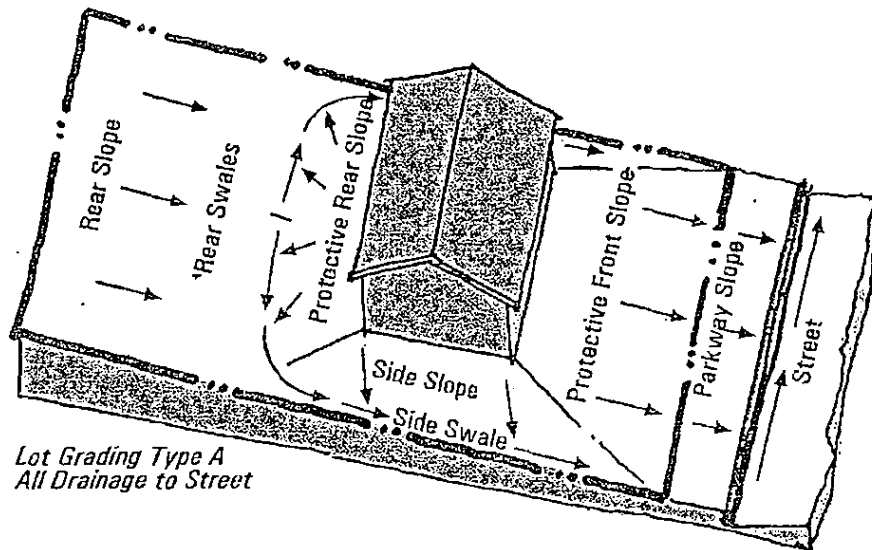
- the improvement must meet all governmental codes and requirements,
- the improvement must be located in a portion of the yard that is fenced,
- the spa or hot tub may not be located in utility easements,
- the improvement must be properly located with minimum visibility from the golf course, adjoining property or public view,
- above ground spas or hot tubs, visible from the golf course or greenbelt lots shall be set back a minimum of five feet (5') from the property line of the golf course,

All construction access will occur between the street and the rear lot line and access from the golf course, green belt or adjoining property is prohibited.

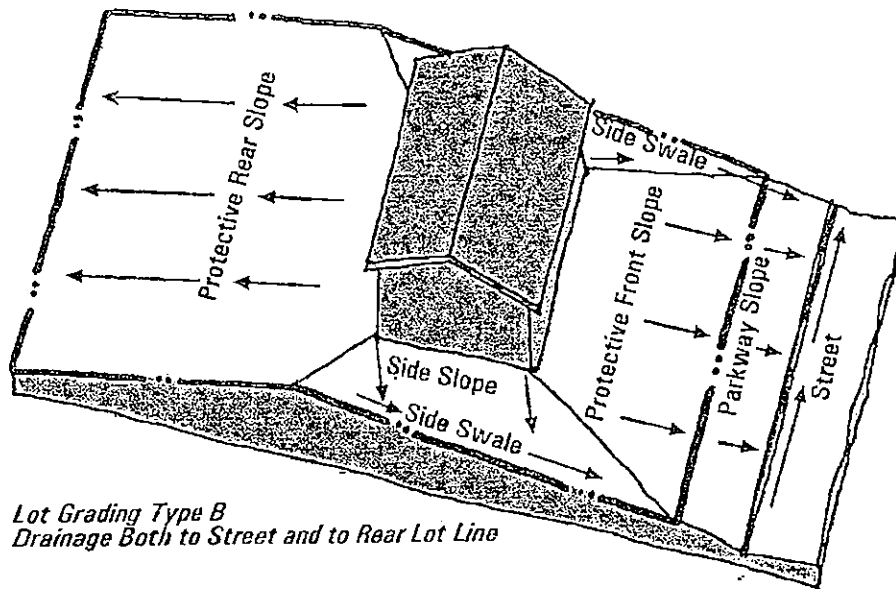
O. LOT DRAINAGE

Each lot is required to have positive drainage away from the building. The drainage plan for each lot should address rainfall, irrigation, air conditioner condensate and all other types of water runoff. The foundation should be constructed in such a manner as to provide adequate grade so that driveways, sidewalks, entry walks, porches, patios or decks does not impair adequate drainage of the lot. It is the Builder's responsibility to provide positive drainage for each lot. The grading plan for each lot is required to comply with one of the following categories:

- **FHA TYPE "A" LOT GRADING** - has a ridge along common rear lot lines and each lot is graded to drain storm water directly to the street independent of other properties.

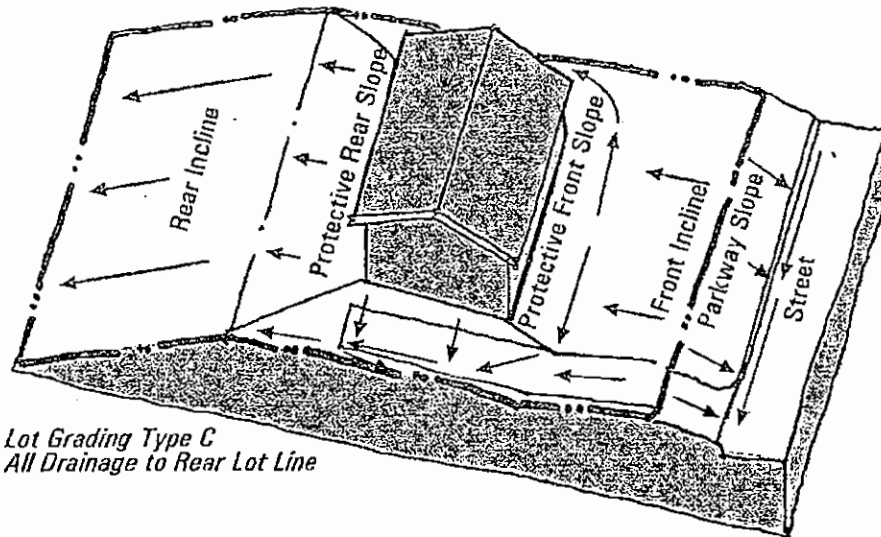


- **FHA TYPE "B" LOT GRADING** - The lot has a ridge at the mid point from the street from which the lot is graded to drain storm water in the front half of the lot directly to the street independent of other properties. The rest of the lot shall drain the storm water in the rear half of the lot to the rear of the lot.



*Lot Grading Type B
Drainage Both to Street and to Rear Lot Line*

- **FHA TYPE "C" LOT GRADING** - Storm water shall drain to the rear of the lot. Storm water that falls in the street right-of-way, between the curb and the property line, shall drain to the street.



*Lot Grading Type C
All Drainage to Rear Lot Line*

Architecture Guidelines

A. GENERAL

These Guidelines are intended to provide all designers and builders participating in the development of ShadowGlen to contribute to the theme and environment intended for ShadowGlen, by providing design criteria that will coordinate the image, character and quality of the entire community.

These guidelines will provide a framework that will facilitate the construction of affordable homes that have a consistent design and construction quality, and that are integrated into the overall character of the community through the consistent application of complimentary materials. In this context, they are intended to encourage creativity and diversity in the Builder's design. Additionally, they are intended to create an orderly and predictable basis for design review and plan approval, and to encourage quality design and construction that will achieve a harmonious relationship among neighboring houses, common area, amenities and other sites.

The intended result of the implementation of these Guidelines is to create a pleasant and livable environment that over time becomes a fully functioning community. The design options allowable under these Guidelines should provide each homebuilder with the ability to chose acceptable building materials for their home and have that home add to the overarching architectural fabric of the community.

These guidelines do not address building interiors. Nor do they address the technical design of structures, mechanical systems, safety requirements or governmental regulations.

Design review and approval applies only to the adherence of the criteria setout in these guidelines. It does not imply approval of any requirements for any other jurisdiction.

B. DESIGN PRINCIPLES & CRITERIA

The design principles and criteria setout in these guidelines provide the parameters for the exterior design of all single family residential buildings, landscaping, lighting and signage that can be seen in ShadowGlen. They provide a framework, when applied with high quality architecture that should achieve successful and integrated results. These principals are not exhaustive and may be augmented from time to time by additional principles and criteria that positively contribute to the overall fabric and character of ShadowGlen.

The principles and criteria enumerated herein should be diligently followed:

1. Form – No residence shall stand apart in its design or construction so as to detract from the community's environment and character.
2. Massing – Every effort should be made to minimize the mass of a house. Stepping building heights, breaking the ridgeline, adding dormers and varying the roof pitches create a more intimate scale. Large expanses of continuous vertical walls shall be avoided.
3. Materials – Quality materials from a complimentary palette should be used. Material should be durable and environmentally responsible.
4. Façade Articulation - Varied elevations and placements on the site result in more interesting street scenes. Priority should be given to those facades that are visible from public view including streets, walkways and common areas. The most articulated elevations should be those that are in public view. However, it should be assumed that the houses will be seen from all angles and that there will be a continuity of colors, materials and details on all elevations.

5. Lighting - Lighting in ShadowGlen should be warm and low level, washing the ground plane and providing accents. It should also provide adequate illumination for safety purposes, but not so much as to cause glare, annoyance or discomfort.

C. BUILDING CODE

The Builder must at a minimum comply with the 2000 edition of the International Residential Code or such later version, revisions or updates of the code as may be adopted from time to time (the "Building Code").

D. CONSTRUCTION STANDARDS

The Builder is responsible for providing a safe and clean building site. The builder must maintain the site and the area within the street and street right-of-way and the surrounding lots in such a manner as to avoid creating any hazardous or unsightly conditions.

Builders constructing on corner lots are responsible for the streets and street right-of-way for both adjoining streets. Accordingly, each Builder shall clean and police the streets, the surrounding lots, building site and any areas being used to store materials.

It is each Builder's responsibility to inspect the site and perform required maintenance on a regular basis and in addition each Builder is required to inspect and clean their buildings sites each Friday afternoon.

Specifically, each Builder shall as necessary observe the following rules:

1. MAINTENANCE

- a. All building sites will be maintained in a neat and orderly manner.
- b. Provide and use or cause to be used a container on each lot for trash and or debris.
- c. Clean surrounding streets of mud, dirt, gravel, concrete, and other material spills or deposits.

- d. Provide and use one lot per Builder for wash out of concrete trucks, which shall be clearly labeled by the Builder and regularly cleaned such that it may be properly maintained and mowed.
- e. Repair any tire ruts caused by delivery or construction traffic.
- f. Stored materials must be kept in a neat and orderly condition.

2. HEALTH AND SAFETY

- a. Use caution with equipment and traffic around surrounding lots.
- b. Prevent construction and contractor's vehicles and their workers vehicles from blocking the streets or adjacent driveways. Prevent parking of vehicles in such a manner so as to allow traffic to pass safely.
- c. Provide on-site and cause their construction workers to use a portable toilet. Inspect the portable toilet on a regular basis and maintain it in a clean and pleasant condition in order to provide suitable facilities for all workers, inspectors and authorized visitors. Toilets with vulgar graffiti or which become unpleasant shall be removed from the site and replaced with satisfactory ones.
- d. Self police speeding vehicles within ShadowGlen. Within any populated area the speed limit is 25 miles per hour. On streets that are not populated, the speed limit is 30 miles per hour unless otherwise posted.

3. ADJOINING PROPERTY

- a. Use extreme caution around existing properties. All damage to existing properties associated with home construction shall be the responsibility of the Builder. Resident complaints shall be courteously addressed and resolved quickly.
- b. The use of utilities from neighboring residents without their written consent is strictly prohibited.

4. ENVIRONMENTAL/HAZARDOUS MATERIALS

- a. Comply with all applicable environmental regulations, including but not limited to any Storm Water Pollution Prevention Plan.
- b. Silt fencing shall be installed and maintained in accordance with applicable regulation and at a minimum on side and rear lot lines to protect neighboring lots from construction activities and define the limits of work.
- c. Storage of hazardous materials on-site is prohibited. Hazardous materials may only be used on-site in compliance with all applicable regulations and under the direct supervision of a licensed applicator.

5. NUANCE

- a. Cause all workers to avoid music and or noise within ShadowGlen, which is excessively loud or in any way offensive to residents, inspectors or visitors.
- b. Provide dust control if necessary.
- c. Prevent the consumption of alcoholic beverages or illegal drugs on-site or within the project.
- d. Builders must ensure proper conduct of all personnel on the construction site.
- e. Compliance with these Construction Standards applies only to the adherence to the criteria setout in these guidelines. It does not imply compliance with any requirements or laws of any other jurisdiction.

6. ADA

The builder is required to comply with all applicable ADA requirements.

E. LOT MAINTENANCE

Builders must keep their Lots clear of debris at all times. Lots must be mowed and cleaned on a regular basis. No lot may be used for storage of materials without the prior written approval of the DRB, unless such materials are being used in the construction of a home on that particular lot.

F. SPACING AND REPETITION OF APPROVED PLANS

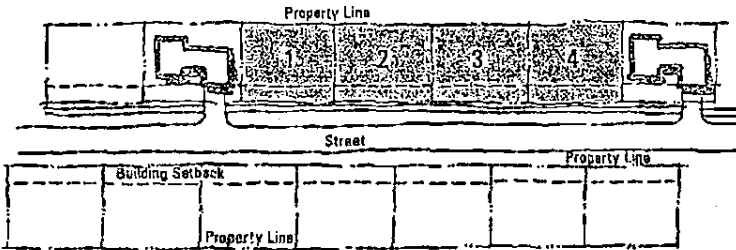
Exterior elevations shall be complementary in architectural design and materials, and compatible with neighboring structures.

If floor plans and/or elevations are the same within a particular section or neighborhood, they are to be placed in a staggered arrangement so as to create the maximum diversity possible within the neighborhood. **PRIOR TO CONSTRUCTION THE DRB SHALL APPROVE ALL PLAN LOCATIONS.** The DRB may consider a variance to the plan spacing if the Builder, in the opinion of the DRB, significantly varies individual features of homes with the same floor plan. These variances include but are not limited to significant changes in elevations, such as windows, doorways, roofs and trim elements, colors, materials and landscaping.

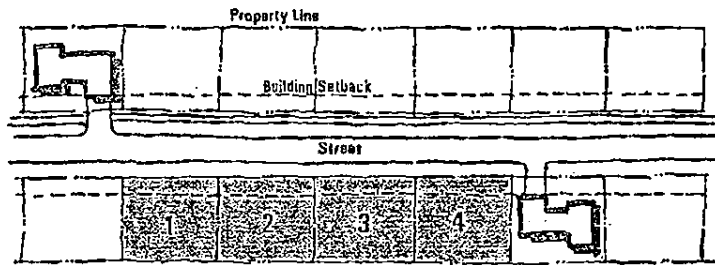
When considering repetition of plans the following lot separation matrix criteria shall apply:

FRONT OF HOUSE:

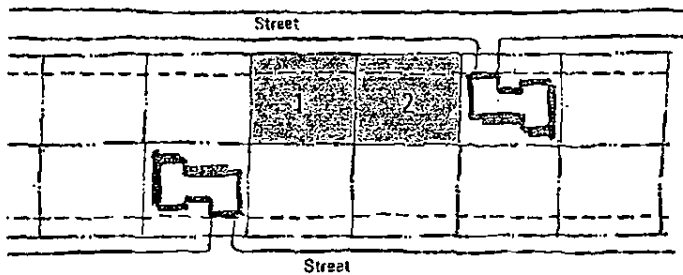
	House Plan	Elevation	Side of Street	Brick Color	Number of Lots Separation
1	Same	Same	Same	Same	4
2	Same	Same	Same	Different	4
3	Same	Same	Opposite	Same	4
4	Same	Same	Opposite	Different	4
5	Same	Different	Same	Same	2
6	Same	Different	Same	Different	1
7	Same	Different	Opposite	Same	1
8	Same	Different	Opposite	Different	1



Same Side of Street



Opposite Side of Street



Same Rear Elevation

G. MASONRY COLOR REPETITION

When considering repetition of masonry types and colors the following shall apply:

1. Brick colors that are planned for homes immediately adjacent to or directly across the street from one another can be chosen from the same color groups on the Masonry Guidelines/Color Selection Form, but a different brick or stone type must be selected.
2. The same brick or stone must be separated by a minimum of two (2) lots of different brick or stone selections.

H. EXTERIOR DESIGN

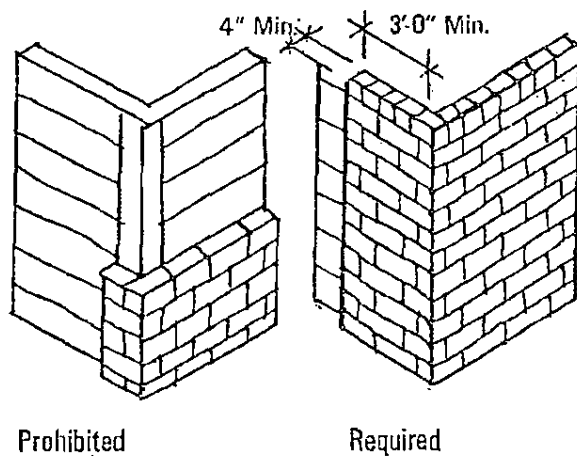
Style comes naturally out of good planning, relationship of plan to elevation; form following function and the use of a selected range of materials.

Elevations.

Where elevations other than the front are visible to public view or the golf course, those elevations should receive similar attention to details as the front elevation.

Ridgelines.

All houses should, whenever possible, include some variation of the ridgeline.



I. EXTERIOR MATERIALS

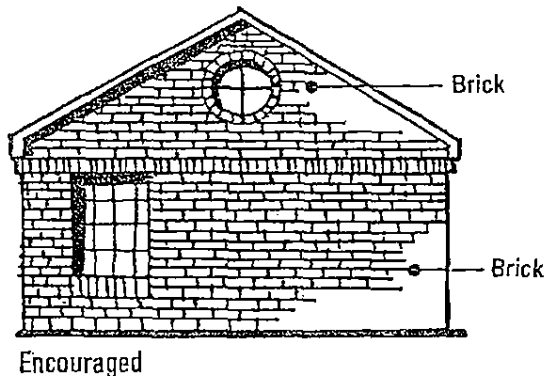
Materials should be used with restraint in regard to both color and diversity of material types. The intent is to create a continuity of materials throughout the neighborhood. High contrast trim or material variations should be avoided in favor of variations that are chosen to blend all elements into a single idea. Material changes shall not occur at a front outside corner. The technique of "skirt fronting" of masonry veneer are prohibited. Material changes are most successful when made as part of a larger offset; for example, a masonry pier or recessed window.

1. SUBMITTALS

The Builders shall submit samples of all proposed finish materials to the DRB for approval.

2. MATERIALS & SIDING

- a. The number of primary materials on the exterior will be limited to three (3) not including roof shingles.
- b. Permitted exterior building materials are:
 - Brick
 - Stone
 - Stucco
 - Fiber cement siding or approved equal
 - Glass Block
- c. Stucco Brick is prohibited.
- d. Board and batten is prohibited.
- e. Horizontal (lap type) is the preferred fiber cement siding.
- f. Vertical siding is prohibited.
- g. Rough sawn plywood is prohibited. Hard board and particleboard siding are prohibited. Fiber cement, in lieu of these materials, should be used.
- h. Diagonal siding is prohibited.
- i. To assure continuity in the type and quality of materials throughout the neighborhood all houses are required to meet the following masonry percentage requirements.



LOT SIZE	Overall % MASONRY	Front Elevation % MASONRY
45' - 64'	60%	70%
65' - 69'	65%	80%
70' - 79'	65%	85%
80' +	80%	90%

- j. Windows, doors, and other fenestrations will be considered as if they were the material in which they are set. Stucco materials are considered masonry for calculation purposes. Fiber cement materials are not considered masonry.
- k. Homes that back or side onto the golf course, open space, or the parkway are required to have a minimum of 85% masonry on such rear or side elevation.
- l. Detached garages that back to an open space, or the parkway are required to be at a minimum 100% masonry.
- m. Houses that are located on a corner lot are required to have a minimum of 85% masonry on the sides of the house facing the side street.
- n. Houses that abut open spaces/greenbelts and the golf course must have a minimum 85% masonry coverage for the elevation that faces the open space.

3. CONSTRUCTION STANDARDS

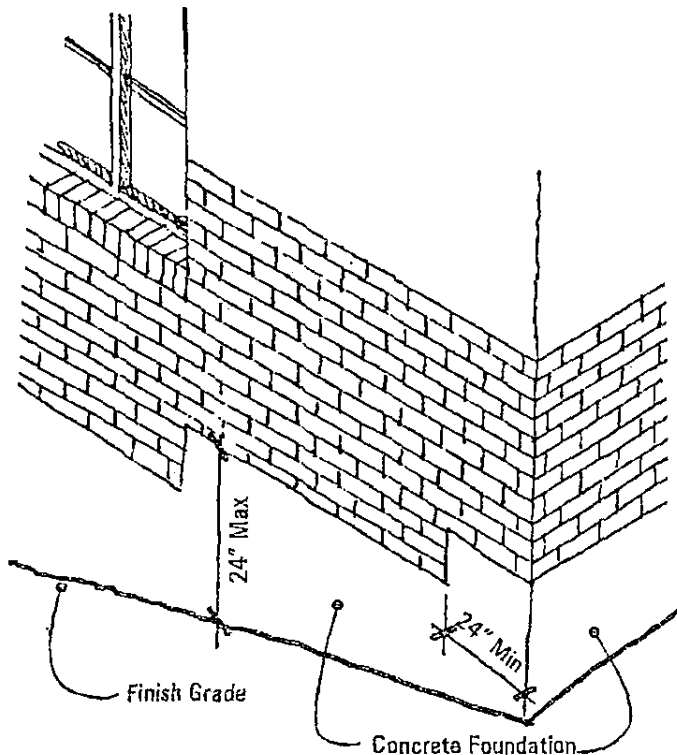
- a. In masonry construction, all mortar joints are to be tooled with mortar color complementary to the brick color.
- b. Materials should be used to emphasize planes and volumes. When different materials adjoin, care should be taken to avoid the look of applied facing.

4. COLOR

- a. Soft, subdued earth tone paint colors should be used. Bold, primary or unusual colors are prohibited. Each Builder is required to submit a proposed color palette to the DRB for approval.
- b. Earth tone color for brick is recommended. Gray and orange are prohibited.
- c. Naturally weathered wood is prohibited.
- d. All fiber cement materials shall be painted.

5. ADDRESS MARKERS

Builders are required to install either an 8" x 14" white pre-cast address block or a minimum 7" x 12" brass plate with street address engraved and painted a contrasting color in a 3" type size on each home. The builder shall determine the location, but the location must be visible from the street. Location of the address marker approximately five-feet (5') above finished grade and central to the front elevation of the home on the wall closest to the front building set back line is encouraged.

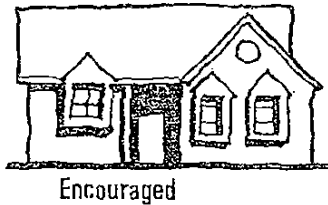
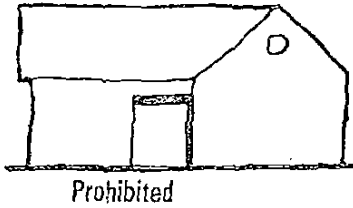


6. BRICK-LEDGE STEP-DOWN

Minimize the amount of exposed foundation by dropping the masonry course. The maximum foundation exposure at any location shall be (24") twenty-four inches.

The masonry ledge must extend around building corners a minimum of (24") twenty-four inches before stepping brick up or down.

J. WINDOWS



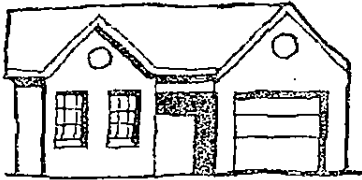
Care should be given to the size, type and organization of all windows. Windows should be organized architectural features and, wherever possible, grouped into recessed areas or bordered by projections that provide a shadow pattern. They should never appear like surface "holes" cut into the side of the box. Scattered windows present an awkward appearance and should be avoided. Large windowless facades are strongly discouraged.

Window materials should be bronze or white finish aluminum, vinyl, wood or an approved substitute.

Windows are required to comply with the construction and energy efficiency requirements set out in the Building Code. As a general rule reflective glass with reflectivity in excess of that specified in the Building Code is discouraged and must be approved in writing by the DRB.

K. ROOFS

1. ROOF DESIGN



Discouraged



Encouraged

Rooflines with a clean and uniform appearance are desirable. Gable and hip roofs are strongly encouraged. Hip roofs are preferred as they create a more open feeling than gables.

Changes in roof geometry are best when accompanied by offsets in plan. Hips and gables should not be combined in the same house unless they are an outgrowth of the plan form.

Minimum slope on all roofs shall be a 6 in 12 pitch. A combination of roof pitches may be used if they are integrated into the design of the house.

Gambrel, Dutch, Mansard and similar style roofs incorporating multiple pitch or "faux" roofs are prohibited.

Flat roofs are prohibited.

Large front-facing gables should be avoided unless they are broken into small-scale elements. Otherwise, open gables are better facing toward side yards.

Front-facing gables over the garage door are discouraged. A low plate line over the garage door will minimize the impact of the unshielded exposure of garage doors.

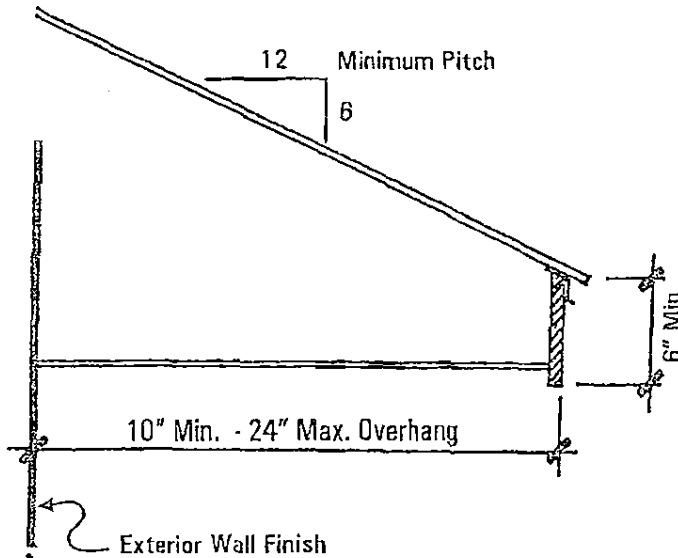
2. ROOF OVERHANGS

Roof overhangs are both practical and attractive. They give a house character and solar protection.

Overhangs should be an integral part of the house form and not thin planes extended past the mass of the house. Use over windows to create shadows is encouraged.

Exposing the ends of rafters is prohibited. Minimum fascia is six inches (6"). Eaves must be boxed in with horizontal soffit.

Minimum roof overhang is ten inches (10") on exterior walls when the minimum 6:12 roof pitch is utilized. When roof pitch increases, less roof overhang will be considered. Minimum gable overhang is six inches (6"). Roof overhangs may not exceed twenty-four inches (24") without the prior approval of the DRB.



3. ROOF MATERIALS

Roofing materials are required to be a minimum thirty (30) year three-dimensional composition shingle such as Elk Prestique II or GAF Timberline. Unless otherwise approved in writing, roof colors other than Weathered Wood are prohibited.

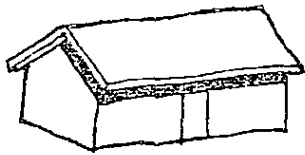
4. ROOF ACCESSORIES

- a. The roof should be as uncluttered as possible. Vent stacks and other necessary roof penetrations shall be located away from the front elevation and public view. When possible, locate roof penetrations on the backside of the roof.
- b. All vent stacks, roof penetrations and flashing are to be painted to match the color of the shingles. Roof penetrations shall be set no higher than the minimum code height.
- c. All solar panels shall be submitted to the DRB for approval prior to installation. They shall have associated plumbing painted the

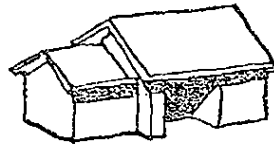
same color as the background to which it is mounted.

- d. Shingles are to be overlapped at valleys so that no valley flashing is exposed.
- e. No rooftop or window HVAC equipment is permissible.
- f. Without the prior written approval of the DRB, roof mounted radio/television antenna, satellite dishes, and radio towers are prohibited. If they are necessary, they are to be installed on the rear roof. Rear roof is defined as any area of the roof that faces the backyard and is behind the roof ridgeline, so as not to be visible from the public street in any way.
- g. The DRB shall approve the location of all proposed antennas visible to the public.
- h. Gutters and downspouts are encouraged on all homes and they are required to drain away from the house foundation. Gutters and downspouts shall be integrated with architectural design in color, shape and location. Gutters and downspouts shall be painted the same color as trim or brick depending on location.
- i. The location and design of all skylights must be approved by the DRB.

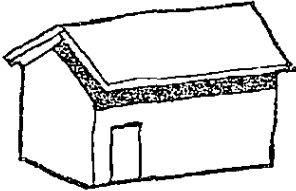
L. ENTRANCES



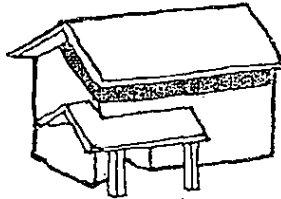
Discouraged



Encouraged



Discouraged



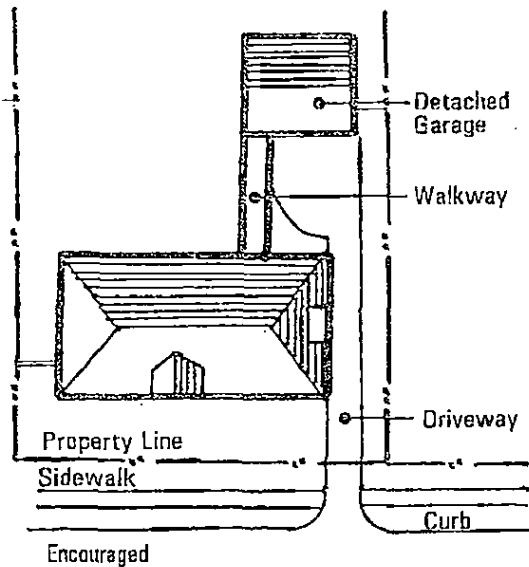
Encouraged

Individual entrance structures should be distinctive architectural features.

Recessed entrances provide protection from the elements, transition space, individuality and a sense of arrival. When used with wall extensions, the entry can be visually enlarged and will result in a courtyard effect that is appropriate to the region.

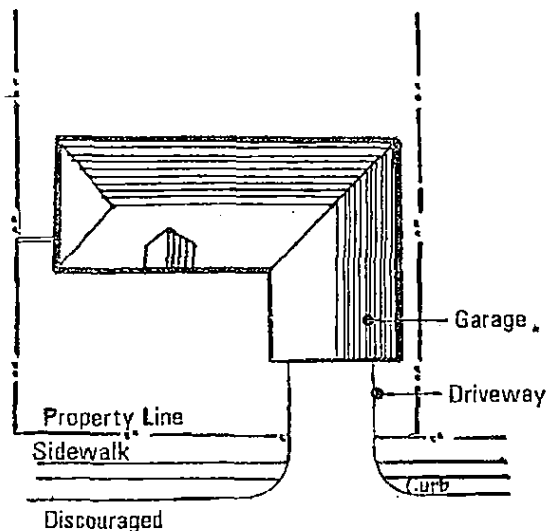
They are best when there is a combination of overhanging roofs and some change in the plan configuration.

M. GARAGES



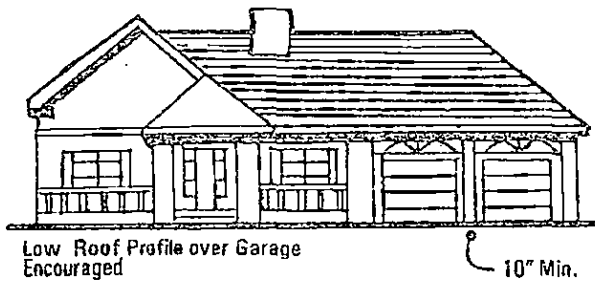
The garage doors should not dominate the facade. When garage doors dominate the front elevation of the house, the house generally adds little to the overall character of the street and the house entrance is visually overwhelmed. Garage doors (often at least 16 feet wide) are like blank walls. They are devoid of architectural elements that give a house scale, life and character such as windows, terraces, landscaping, etc.

The traditional solution is to detach the garage from the house proper, allowing the house to stand on its own and reflect the relationships of the interior spaces to the street. For shelter, the garage is often connected to the house with a covered walk, breezeway, etc.



When front loaded attached garages are constructed, a setback from the main elevation (face) of the house is encouraged to keep the house from appearing to be all garage. The face of a porch qualifies as the major front elevation if the porch is substantial enough to be the major focus of the facade.

The location of port-cocheres requires approval of the DRB unless in conjunction with a garage.

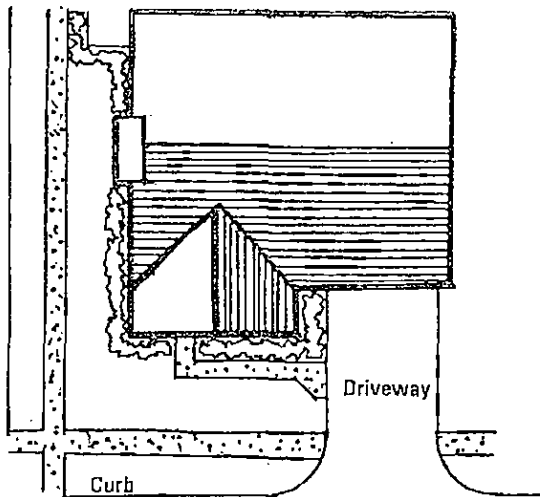


Roofs over garage should be as low as possible, sloping toward the street. The highest roofs should not occur over the garage due to the added visual emphasis.

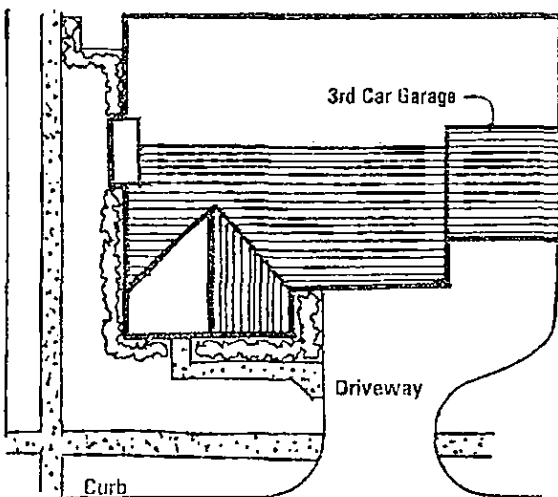
Treatment of detail on garage doors should be consistent with the overall character of the house. This may be accomplished with one or two well placed windows along the top of the garage door and by breaking up the mass with paneled construction.

When two-car garages are built, two single doors divided by a vertical column at least ten inches (10") wide are encouraged. This breaks up the expanse of the door into appropriately scaled architectural elements.

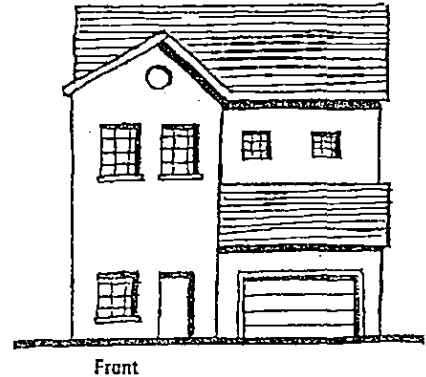
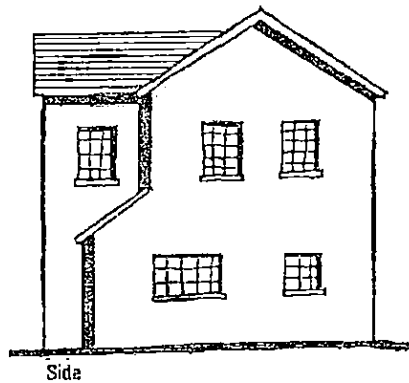
Conversion of garage space into livable area is strictly prohibited.



Entry / Porch in foreground
Recessed Attached Garage
Encouraged

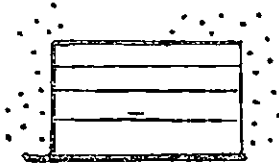


3rd Car Garage Option
Encouraged



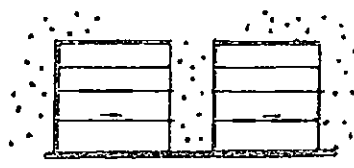
N. GARAGE DOORS

Large Double Door



Discouraged

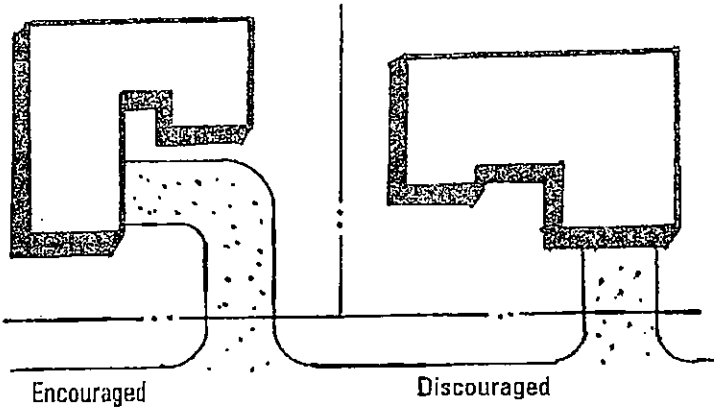
Two Small Single Doors



Encouraged

The dominant visual impact of garage doors should be carefully addressed in a variety of ways.

1. Single garage doors have a better scale and are encouraged. Large double garage doors are discouraged.
2. Side entry garages should be used to break up the monotony of garage door corridors. Windows can be used to break up massive garage facades.
3. The door itself should be a metal four-panel design. Particleboard doors are prohibited. Windows are encouraged. Reflective film, foil or similar materials on windows are prohibited. Garage doors are required to be painted to minimize the impact of the garage doors on the front elevation of the house.
4. All garages are required to be pre-wired for automatic garage doors.



Encouraged

Discouraged

O. PATIOS, PORCHES AND DECKS

1. PATIOS

Patios that extend from the rear of the house are encouraged. They create an out of doors gathering place and help foster a sense of individuality. Patios should not be cluttered or unsightly from adjoining property. Patios are permitted when they comply with the following criteria:

- Patios shall be constructed of concrete, concrete pavers, flagstone or brick.
- Patio materials should relate to the architecture and create an interesting outdoor space.
- Patios should be integrated into the landscaping design for the property. Use of planters is encouraged.
- Foundations of patios that exceed two feet (2') in height above finished grade and are visible from any street, open space or golf course must be screened with landscaping.

Patio covers, when used, must be integrated into the design of the house, including the roofline, materials, and roofing materials. Exposed surfaces shall match the overall color scheme of the house and frames must be painted to match the trim of the house. Patio covers must comply with applicable setback requirements.

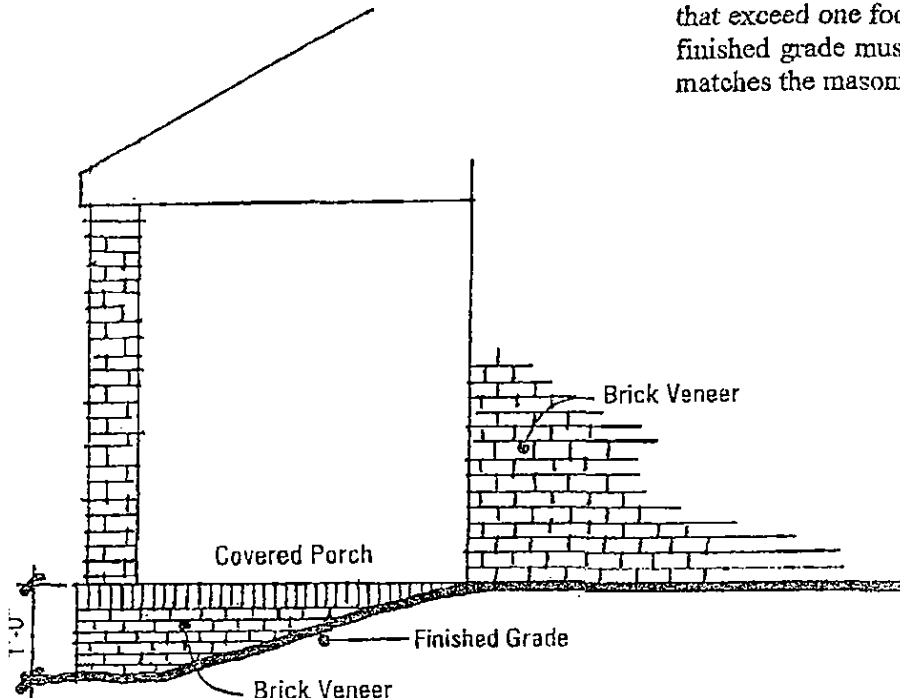
2. PORCHES

Covered front porches and covered rear porches are encouraged.

a. Front Porches

Front porches are permitted when they comply with the following criteria:

- Covered front porches should be fully integrated in the overall design of the house.
- Front porches should help create a sense of community by encouraging the interaction of residents and pedestrians.
- Porch roofing materials must match those used on the house.
- Vertical elements of the front porch must be appropriate for the massing and scale of the house.
- Foundations of front porches must be screened with landscaping or clad in masonry matching the house. Foundations that exceed one foot (1') in height above the finished grade must be clad in masonry that matches the masonry on the house.



b. Rear Porches

Rear porches are permitted when they comply with the following criteria:

- Covered rear porches should be fully integrated in the overall design of the house.
- Rear porches should help create a sense of individuality.
- Porch roofing materials must match those used on the house.
- Vertical elements of the front porch must be appropriate for the massing and scale of the house.
- Foundations of rear porches must be screened with. Foundations that exceed two foot (2') in height above the finished grade must be clad in masonry that matches the masonry on the house.

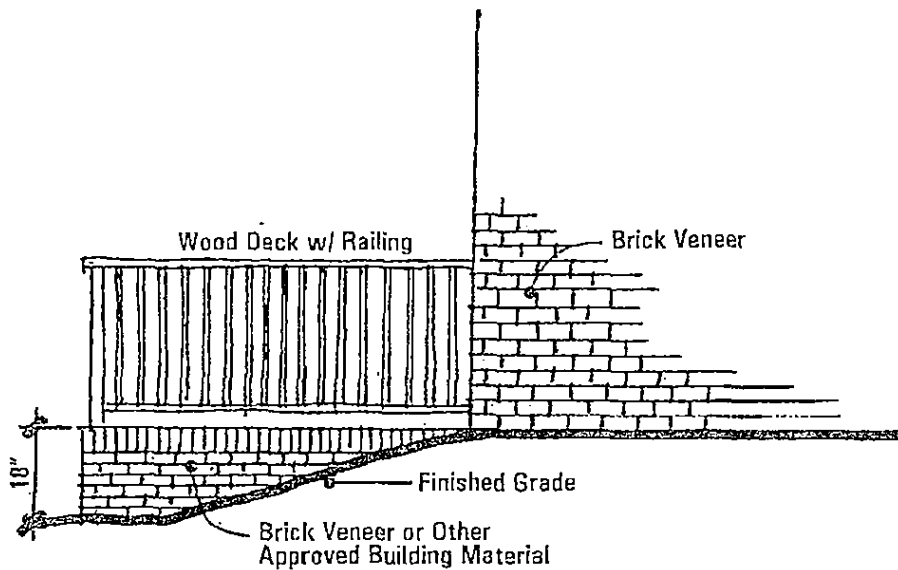
c. Golf Course or Greenbelt Lots

Rear porches visible from the golf course, greenbelt lots or to the public must comply with the requirements set out above for Front Porches.

3. DECKS

Decks must be architecturally compatible with the residence. Decks are permitted when they comply with the following criteria:

- Decks must not be visible from the front street.
- Landscape and/or fencing are acceptable screening devices.
- Foundations of decks that exceed eighteen inches (18") in height above the finished grade must be screened with landscaping or clad with decorative wood treatments or masonry matching the house.
- Decks that are constructed on the second story do not require screening.
- Decks must be constructed of pressure treated wood, cedar or redwood.
- Exposed deck support columns or structures are required to be 6"x 6" pressure treated wood or clad in such a manor so as to appear to be an integrated portion of the house.



P. POOLS & SPAS

1. POOLS

Pool decks must be constructed of concrete, pavers, flagstone or wood and must include adequate drainage.

2. SPAS

Above ground spas or hot tubs, visible from adjoining property or public view shall, at a minimum, be decked, skirted, landscaped and/or screened to hide all plumbing, heaters, pumps, filters and related equipment (see Patios, Porches and Decks).

Q. STORAGE STRUCTURES

Provided that the express written consent of the DRB is secured prior to installation, one (1) storage building, limited to a maximum height of seven (7) feet from the ground to its highest point, and also limited to a size at a maximum of 100 square feet of floor area, may be placed on a particular lot. However, all colors and materials on the structures must remain consistent with the exterior materials on the home. Metal structures are strictly prohibited. In no instances can the structure be placed in a utility easement. In addition, it shouldn't be any closer than five (5) feet from the side property line or any closer than ten (10) feet from the back property line. In all cases, the storage structure should be hidden from the public view. Finally, no storage structure of any type is permitted on lots that have metal fencing.

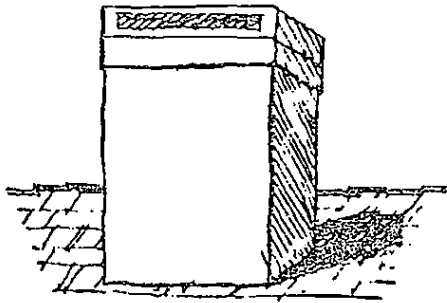
R. BASKETBALL GOALS

Portable basketball goals are acceptable as long as they are no closer than ten (10) feet from the back of the curb on a cul-de-sac lot and fifteen (15) feet from the back of the curb on a typical lot. In no case can the basketball goal be placed in the street right of way. All basketball goals should be maintained in good condition. Permanent goals, whether freestanding or attached to a structure, are not permitted.

S. PLAY STRUCTURES

Provided that the express written consent of the DRB is secured prior to installation and placement on a lot, one (1) children's play structure, limited in maximum height to twelve (12) feet from the ground to the highest point, may be placed on a lot. Additionally, no play structure of any type is permitted unless it is placed at least ten (10) feet off the rear property line. Play structures on golf course lots may require proper screening from public view.

T. CHIMNEYS



Required

It is recommended that every residence incorporate a minimum of one fireplace. In order to use the chimney as a repetitive design element throughout the community, the chimney structure should be expressed on the exterior of each residence in one of the following manners:

Chimneys will be used to establish an ornamental or thematic direction. The height of the chimney should be in proportion to the roofline and adhere to building codes. Chimneys that barely peak above or squat on the roof are visually weak and, therefore, are prohibited.

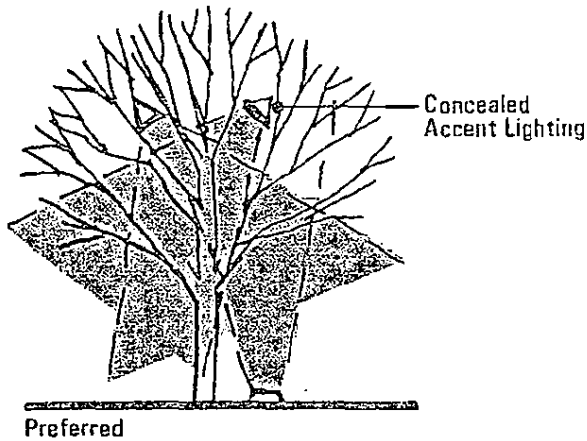
Approved material for chimneys are stucco, stone or brick with a metal chimney cap. Hardi siding is also acceptable material for the 45' products only. Metal chimneys are prohibited. Siding encased chimneys are permitted ONLY if the house is constructed of the same siding.

Chimneys on the exterior walls of houses adjacent to major roadways such as ShadowGlen Parkway, ShadowGlen Trace, and Lexington Street, and on houses backing to the golf course shall be 100% masonry. Selected masonry must compliment and/or match the selected exterior masonry.

Chimneys must be constructed in compliance with the Building Code.

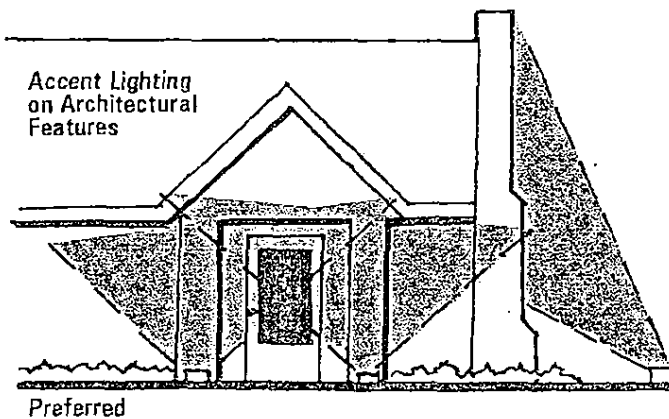
U. EXTERIOR LIGHTING

Exterior shall be installed in a manner that will not cause unnecessary light spill, glare, distraction, nuisance or be unsightly.



Exterior residential lighting can convey a warm, inviting atmosphere and aid in providing night-time security without annoying others. Selection and placement of fixtures, and selection of light source types, should be done with care. Accent lighting is encouraged; illumination of trees, landscaping and architectural features such as columns, entries, and chimneys are encouraged.

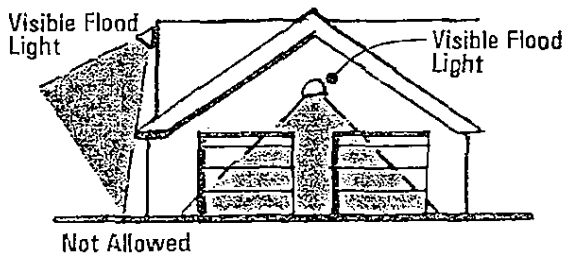
Low-level lighting that washes the ground and provides direction is encouraged. House numbers should be illuminated. Ground lighting or decorative light fixtures are permitted. Decorative fixtures shall be of high quality materials and workmanship and shall be in scale and style with the residence.



High-pressure sodium lights, except for subdivision streetlights, are prohibited.

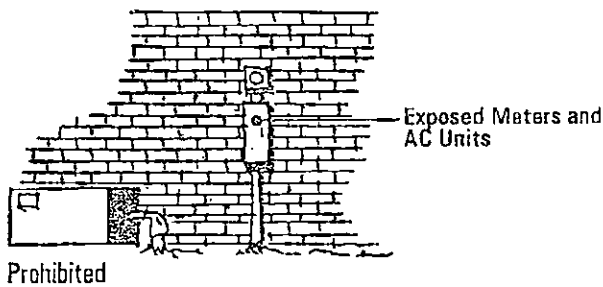
Mercury vapor security lights, when the fixture is visible from public view or from other lots, are prohibited. Mercury vapor lights, when used for special landscape lighting affect, (hung in trees as up and down lights) are permissible with DRB approval.

Colored lenses on low voltage lights, colored light bulbs, fluorescent and neon lighting are not permissible.



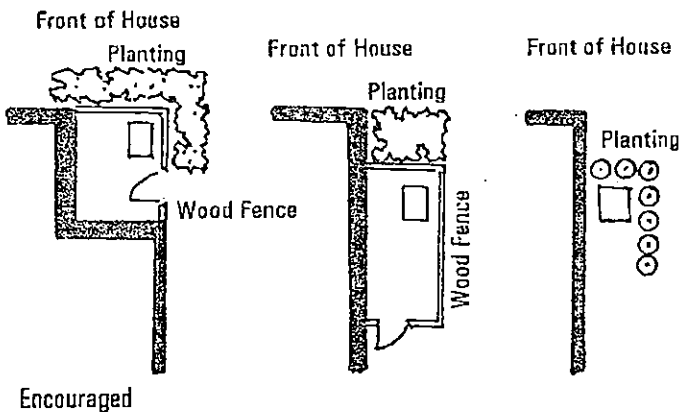
Incandescent, low voltage incandescent, metal halide, quartz and natural gas lights are permitted. All lighting should be placed in such a manner as to avoid illuminating neighboring buildings.

V. SCREENING



Where practical, all meters, air conditioning units, etc. are to be placed away from public view. Extreme care shall be taken in location of condensers to avoid noise infiltration of adjoining bedrooms and other "quiet" zones. All meters, air conditioning units, pool pumps and similar equipment are required to be placed in solid wood fenced rear or side yards, or to be screened from view.

Shrubs or vines shall be placed in front of screens.

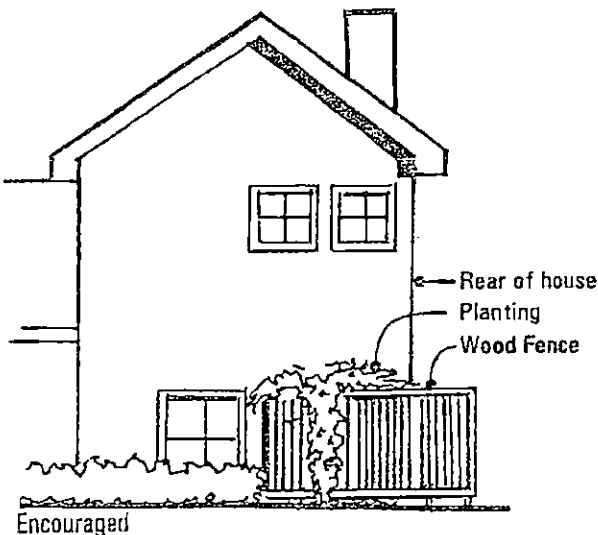


Hedges may be used for screens if plants are mature enough and spaced close enough to provide adequate screening at the time of planting. Staggered spacing of shrubs for hedges makes a good screen.

On corner lots, air conditioners, pool pumps, etc. are required to be placed in the rear yard or the side yard away from the street.

On interior lots where a house has a detached garage, every effort should be made to place the driveway and detached garage on the opposite side of the gas and electric service.

W. STRUCTURED WIRING



Structured Wiring is encouraged, with a minimum of the three (3) cable drops and three (3) telephone drops.

Fencing

A. FENCES - GENERAL

All fencing shall be in accordance with the Master Fence Plan (Exhibit 1). Fences shall be constructed of wood, metal or masonry as shown on the Master Fence Plan. Note: Some areas require a specific type of fence. To insure compatibility of fence design and placement throughout the community, the DRB shall approve all fences prior to installation. Except as set out in the Fencing Master Plan diagonal and horizontal fencing are prohibited. Chain link fence is prohibited.

1. FENCING SETBACKS

Front Setback.

A minimum fence setback of ten feet and a maximum of fifteen feet (10'- 15') from front face of the house is required.

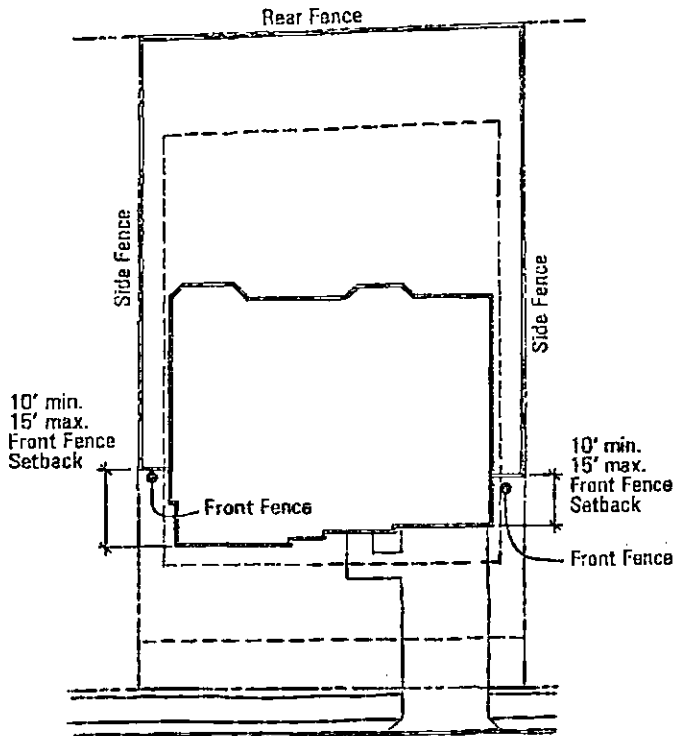
Side Setback.

- o Interior Lot – Side fences on interior lots are required to be built on the property line.
- o Corner Lot - A minimum side fence setback of twelve feet (12') from the public sidewalk is required on corner lots.

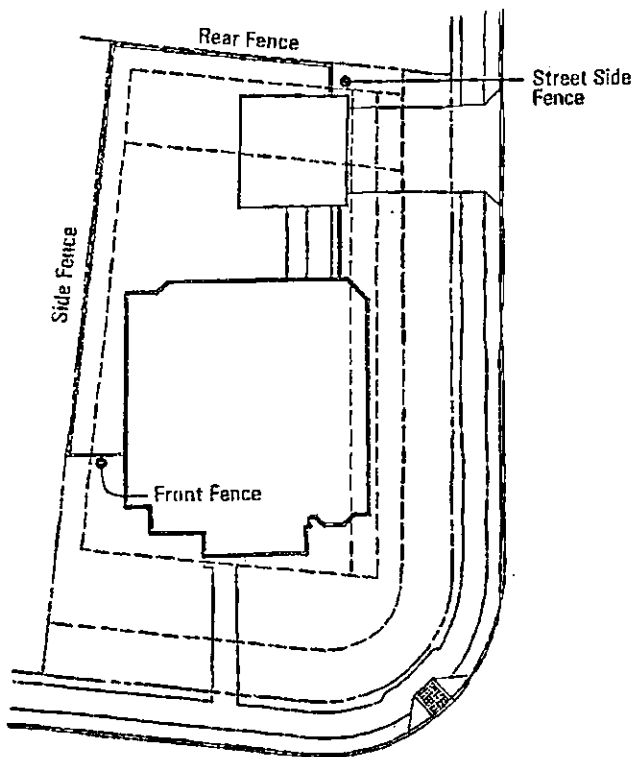
Rear Setback.

Rear fences are required to be built on the rear property line.

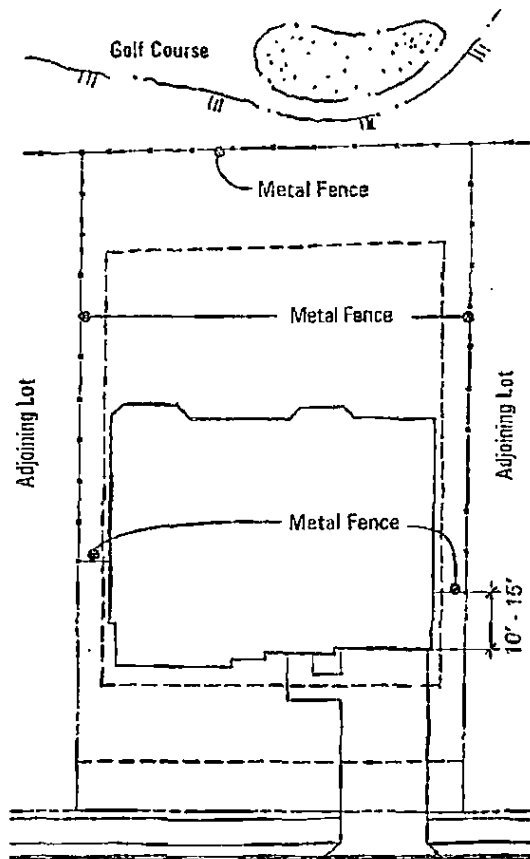
Front or side street fences that are more than thirty feet (30') long require a planting buffer.



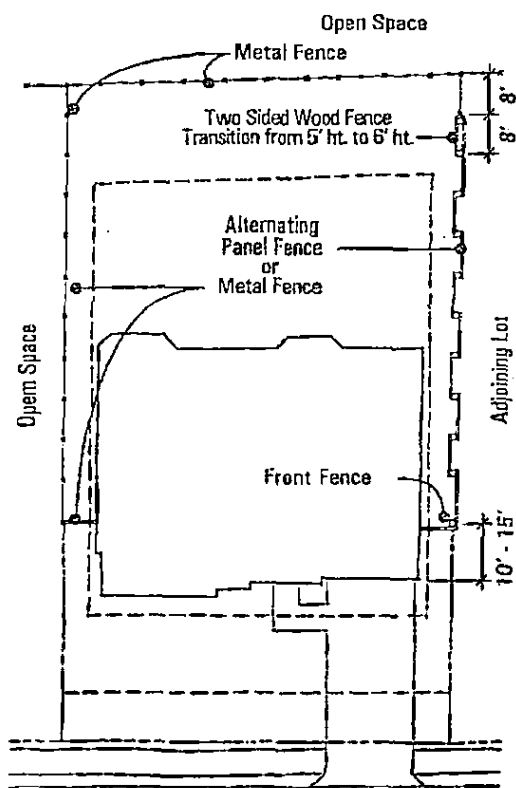
Interior Lot Fence Nomenclature



Corner Lot Fence Nomenclature



Fencing on Golf Course Lots



Fencing on Common Area Lots

2. FENCING ON GOLF COURSE LOTS

On lots adjacent to the golf course, metal fences are required along the side (or rear) abutting the golf course. If front or side fences are to be built, they are to be metal. (See Metal Fence Section 5.2) The fence shall be five feet (5') in height and be set three inches (3") above the natural grade/ground. Any lot sold as a golf course lot, according to the lot contract, must follow all golf course guidelines.

Three-foot (3') wide pedestrian gates may be placed in metal fences on the front property line for the sole purpose of yard and fence maintenance. Double gates are prohibited. Scrollwork or ornate latches are prohibited. Access to the golf course is prohibited. All landscape activities shall take place between the street and the rear lot line.

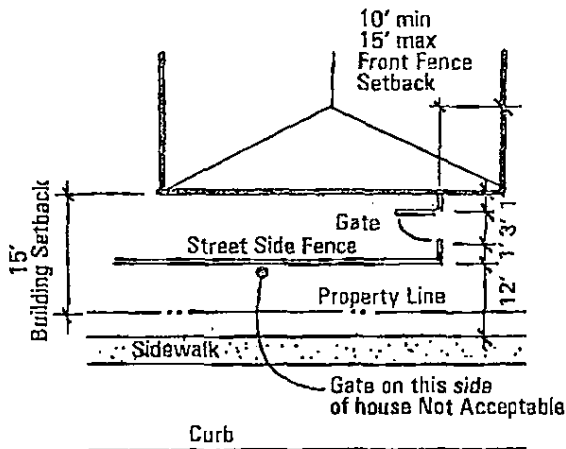
3. FENCING ON LOTS BACKING UP TO OPEN SPACE OR GREENBELT

Lots backing to open space or greenbelts (as identified on the Master Fence Plan) must meet the following criteria:

- Metal fences are required along the side of the lot facing the open space.
- Fences on the side adjoining a lot are required to be Alternating Panel Wood Fences.
- If wood fence is used as side fence, then the wood fence must have a transition metal fence panel at least eight feet (8') in length where it ties into the metal fence.
- The first section of wood fence shall transition from 5'-0" height to 6'-0" height.
- Wood fences visible to public view are required to be installed with the finished side out.

A three-foot (3') wide pedestrian gate may be placed along the rear property line, in accordance with the designated areas as specified in Appendix A-2. Double gates are prohibited. Scrollwork or ornate latches are prohibited. Gates through upgraded masonry or woodcrete product are prohibited. Gates on golf course lots are prohibited.

*Applies to Houses with a 15' Setback or greater from Street Side Property Line



Corner Lot with 15' Side Building Setback

4. FENCING ON CORNER LOTS WITH 15' SIDE YARD SETBACK

Wood fences visible to public view are required to be installed with the finished side out.

Utility meters, A/C units or other equipment are required to be screened from public view. Placing them behind the fence is encouraged.

Dog-ears on pickets are prohibited.

Wood fences on corner lots that obstruct view of the front of an adjacent house shall be angled back, as shown below, to minimize said obstruction.

B. WOOD FENCE

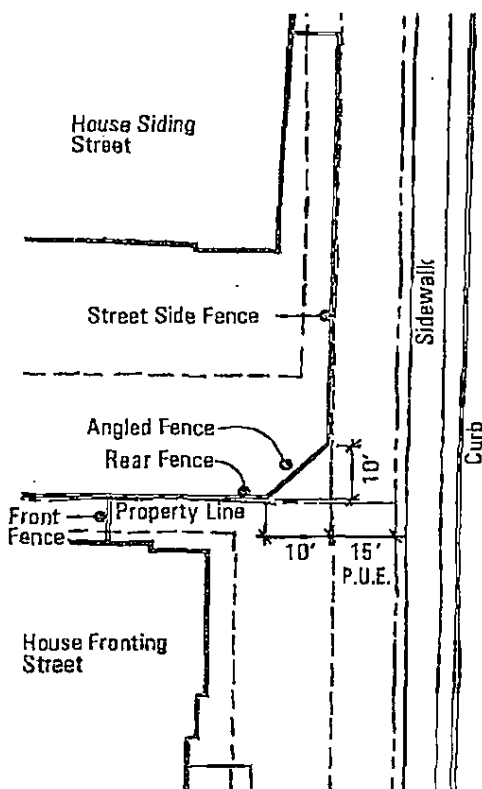
1. GENERAL

Wood fences are to be constructed with #2 cedar 1"x6" pickets, #2 treated southern yellow pine posts, and two railings. Pickets are to be attached with aluminum screw shank nails, on a string line guide. Wood fences in the 45' product are to be constructed with #2 cedar 1"x4" pickets, except for common areas and corners along thoroughfares adjacent to other sections or villages. Used materials are prohibited.

Wood fences are to be kept in good repair. Painting of fences is prohibited. Clear sealants and pre-selected stains are acceptable only with the prior written approval of the DRB. All samples and colors must be submitted through the DRB and approved before sealing or staining commences. Acceptable stains include any color from the Cedar Tone category that are manufactured by Behr, Thompson or Olympic.

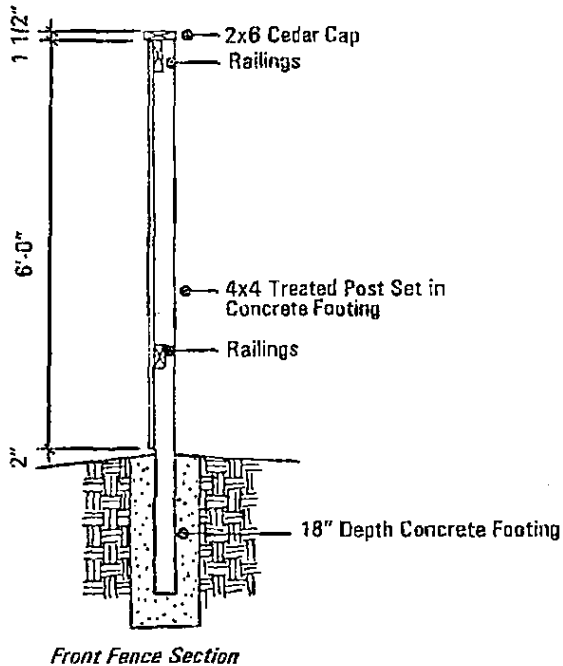
The required approach to transition grade changes with wood fencing is to install the fence parallel to the slope.

A three-foot (3') wide pedestrian gate may be



placed along the rear property line, in accordance with the designated areas as specified in Appendix A-2.

Dog ears on pickets are prohibited.

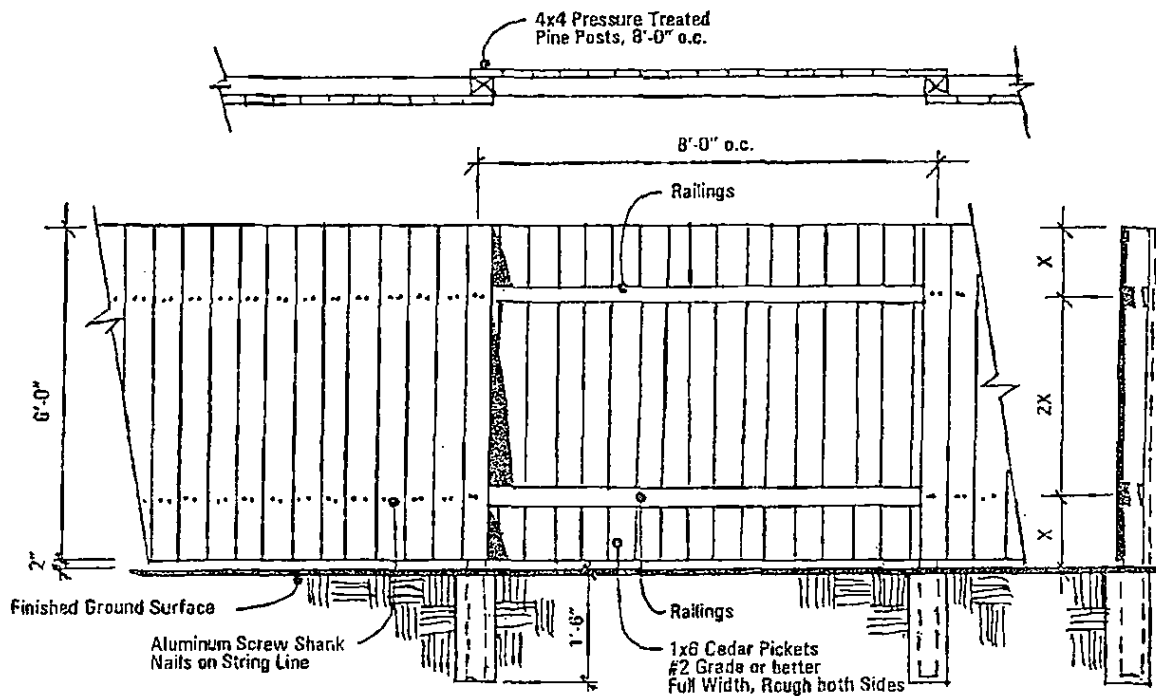


2. FRONT FENCE, REAR, ANGLED, STREET SIDE FENCE

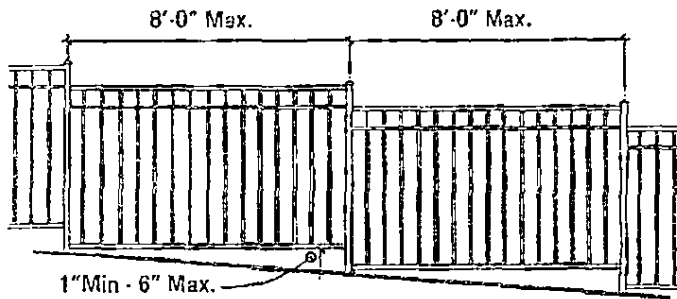
All wood fences visible to the public are required to have the finished side out. All fencing visible to the public are required to have a continuous 2x6-cedar cap as illustrated.

3. ALTERNATING PANEL FENCE

Wood fences on lot lines common with neighboring lot lines shall be installed according to the Alternating Panel Fence illustration. Alternating eight-foot (8') wide panels of solid pickets and exposed rails are intended to provide a uniform attractive fence to each abutting property.



C. METAL FENCE

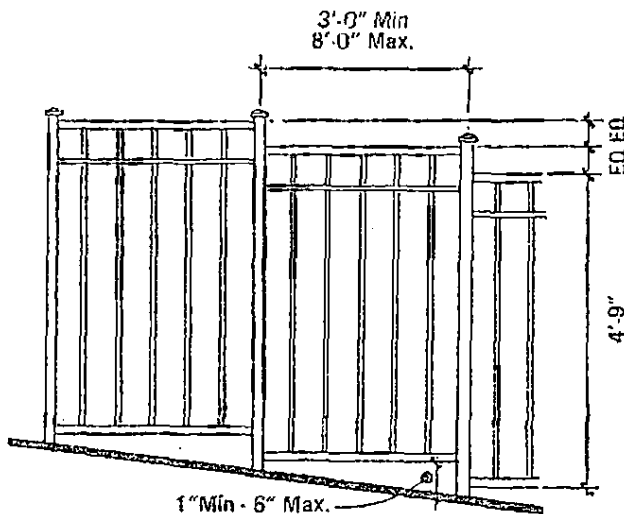


Metal Fence on Gently Sloped Lots

Metal fences are to be constructed and installed as the drawing "BUILDER FENCE TYPE C DETAILS" indicates. Refer to the attached detail for construction specifications. Metal shall be primed and painted semi-gloss black. Metal posts are required to be set in a concrete footing.

Metal fence shall be installed at a consistent height where possible. Bottom rail of metal fence shall be 3" above finish grade.

In situations of gradual or significant grade change, the metal fence should be stepped at equal intervals where the bottom rail is no less than 1" and no more than 6" (1"-6") above finish grade. 2" metal post shall be installed at 3'-0" min and 8'-0" max apart.



Metal Fence on Steeply Sloped Lots

Landscape Guidelines

A. RESIDENTIAL LANDSCAPING

The general intent of the Landscape Guidelines is to provide the minimum landscape requirements as a portion of the overall framework for site improvements. The object is to create an orderly integrated landscape utilizing the minimum standards setout in these Design Guidelines.

Plant Materials. The following plant material is considered to be appropriate for ShadowGlen. These plant materials have been chosen for their natural or adaptable qualities, their function in the landscape and their availability in commercial nurseries.

Planting Soil. All plantings should be planted with the appropriate topsoil, additives and fertilizer mixtures. The use of only on-site soil is prohibited.

Planting Beds. Planting beds are to be curvilinear with the shrubs massed in tiers. Smaller shrubs and ground cover are to be placed in the front of the bed. Larger shrubs shall be placed in the rear of the bed. Groupings of shrubs of the same species provide a substantial look.

Large trees and shrubs should be planted no closer to the foundation than two (2) times the diameter of the root ball of a mature plant.

Avoid planting shrubs along the foundation of the house in straight lines at a constant distance from the foundation.

Bed Placement. Radius beds should be placed 6 feet minimum from the house. Widths of the beds should vary. A single row of foundation planting is discouraged.

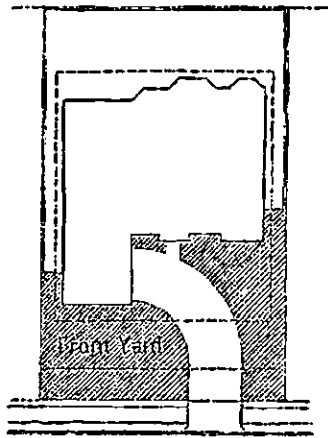
Mulching Beds. Bare ground is prohibited. All planting beds are required to be mulched with 2" deep shredded hardwood or cedar mulch.

Boulders. Specimen boulders are permitted with the approval of the DRB.

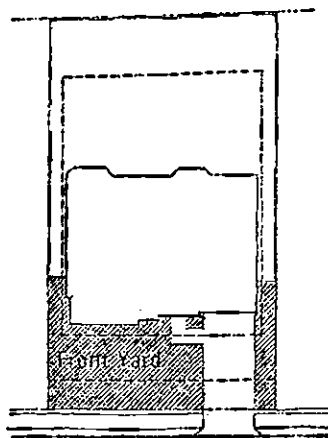
Grassing. Front yards of all houses shall be fully sodded. Rear yards of houses backing to the golf course shall be fully sodded. Rear yards of homes that do not back to the golf course shall be fully sodded or hydro-mulched and established within 60 days of home closing.

Trees. Front yard trees and corner lot side yard trees are to be 30-gallon minimum, container grown. It is encouraged to plant these trees in planting beds along with shrubs and ground covers, especially on corner lots, where islands will help create outdoor rooms.

B. MINIMUM LANDSCAPE REQUIREMENTS



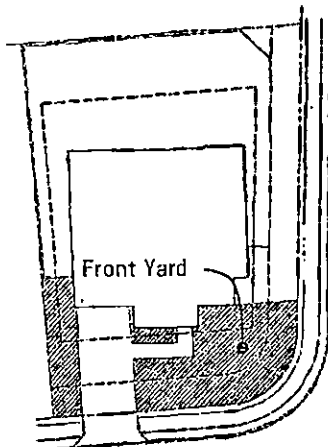
Interior Lots



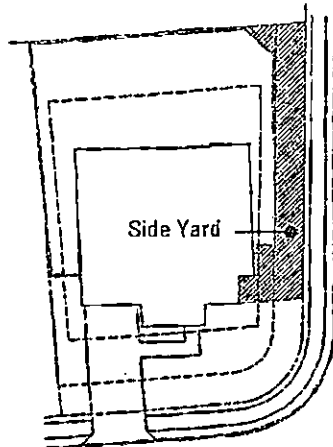
All yards shall be landscaped with a minimum combination of the following trees, shrubs, ground covers and grass:

Including street trees, a minimum number of trees shall be planted in the yard of each lot. Refer to the following tables for the minimum number of trees and shrubs required.

The front yard of an interior lot shall be defined as the area between side lot lines from the front of the building and fence to the front property line. Refer to graphic on this page.

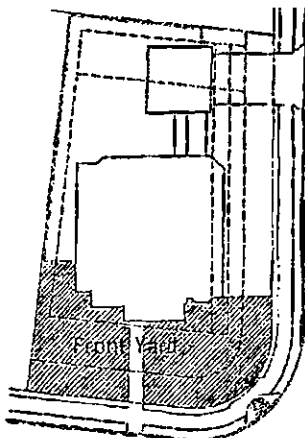


Corner Lots

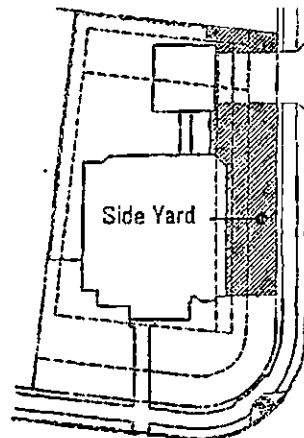


The front yard of a corner lot shall be defined as the area between side lot lines from the front of the building, front facing fence and a line projected parallel from the front most corner of the house, (excluding small projected porches and overhangs) to the side property line forward. Refer to graphic on this page.

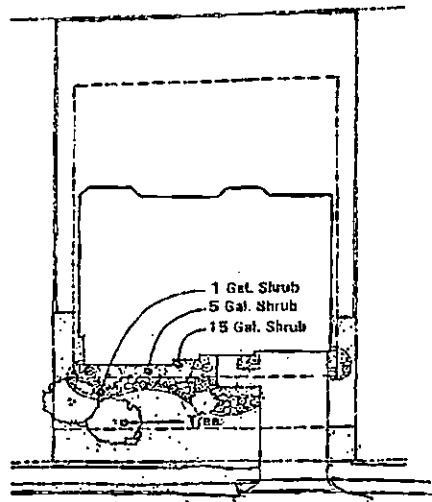
The side yard of a corner lot shall be defined as the area on the side of the building, front of garage, and side yard fence to the property line from the front yard setback to the rear property line. Refer to graphic on this page.



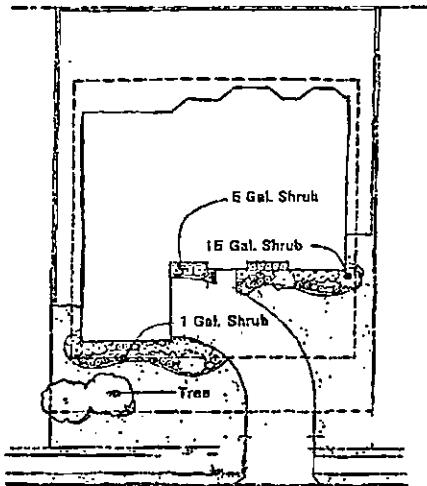
Corner Lots with Side Entry Garage



C. INTERIOR LOTS

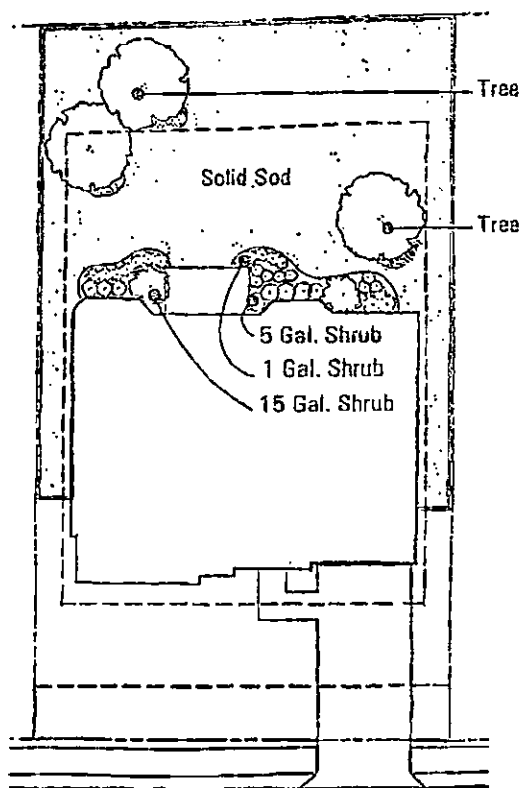


Front Yard Planting for Interior Lots



Front Yard Planting for Interior Lots

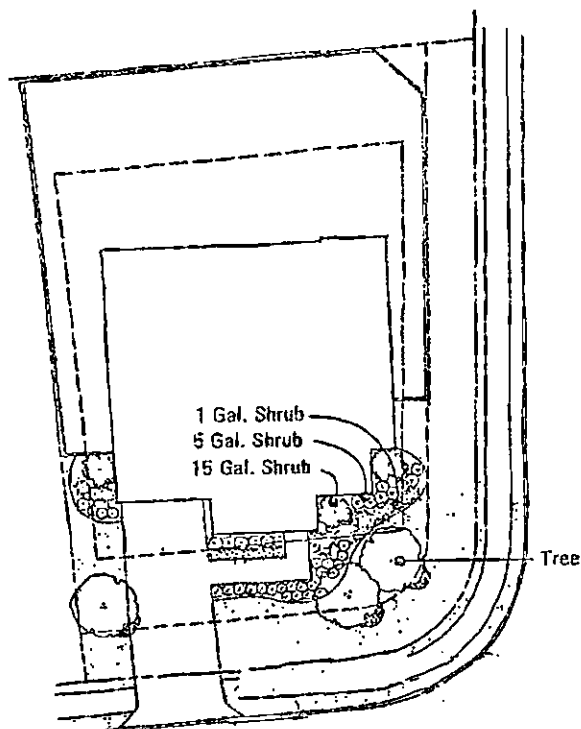
Interior Lots - Front Yard					
LOTS SIZE		Trees	Shrubs		
		30 Gal	15 Gal	5 Gal	1 Gal
65' +		2	3	15	30
55' - 64'		1	2	10	25
45'		1	1	8	15



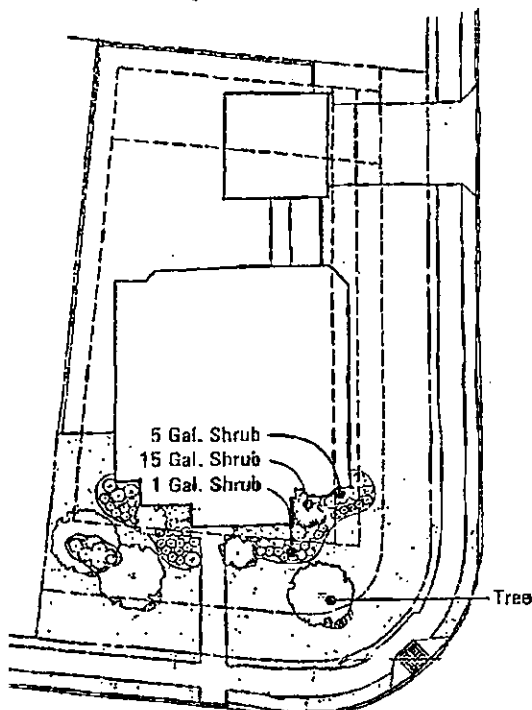
Rear Yard Planting for Interior Lots with Metal Fencing or Those with Public Views

Interior Lots - Rear Yard with metal fencing or those with public views					
LOTS SIZE		Trees	Shrubs		
		30 Gal	15 Gal	5 Gal	1 Gal
65' +		2	2	8	16
45' - 64'		1	1	5	10

* Not Applicable



Front Yard Planting for Corner Lots

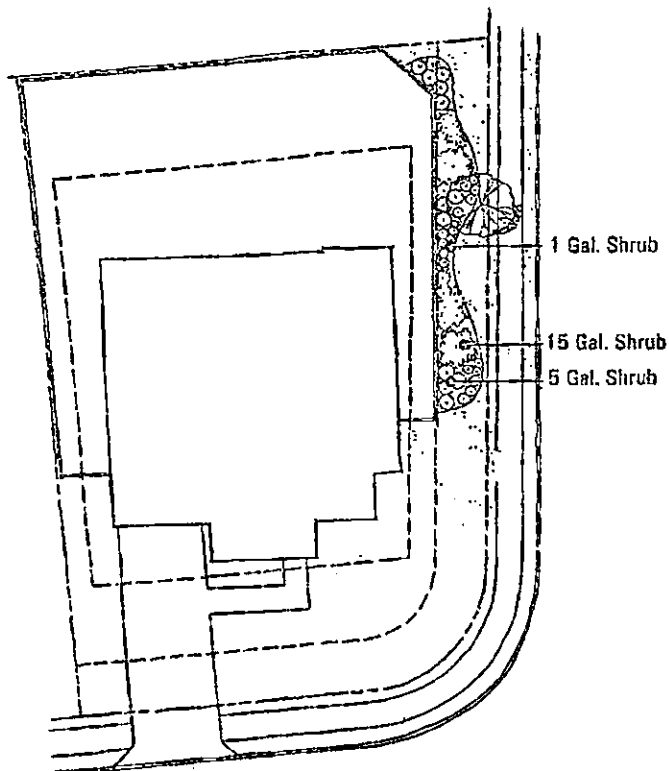


Front Yard Planting for Corner Lots

D. CORNER LOTS

At street intersections, a thirty-five foot (35') by thirty-five foot (35') sight distance triangle is required. Make sure planting does not violate this requirement.

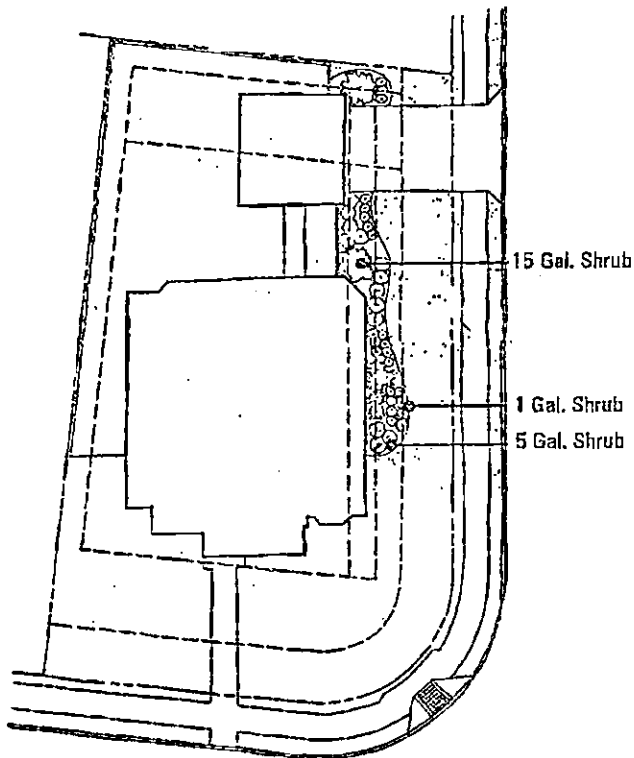
Corner Lots - Front Yard					
LOT SIZE		Trees	Shrubs		
			15 Gal	5 Gal	1 Gal
		30 Gal			
65' +		2	3	16	30
55' - 64'		1	2	10	25
45'		1	1	8	15



Side Yard Planting for Corner Lots

Corner Lots - Side Yard					
LOTS SIZE		Trees*	Shrubs		
			15 Gal	5 Gal	1 Gal
65' +			2	15	20
45' - 64'			1	10	15

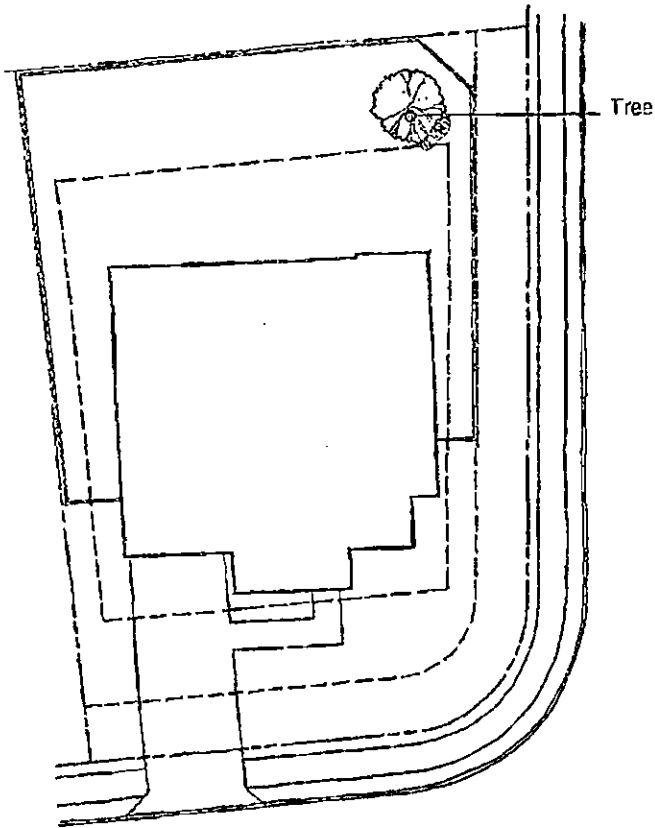
* Not Applicable



Side Yard Planting for Corner Lots with Side Entry Garage

Corner Lots - Side Yard with Side Entry Garage					
LOTS SIZE		Trees*	Shrubs		
			15 Gal	5 Gal	1 Gal
65' +			2	15	20
45' - 64'			1	10	15

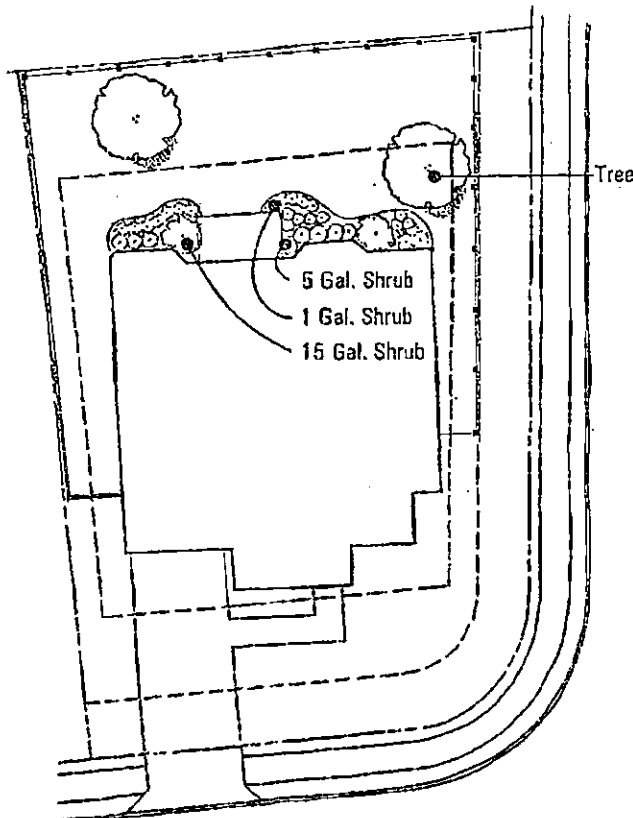
* Not Applicable



Rear Yard Planting for Corner Lots without Detached Garage

Corner Lots - Rear Yard without Detached Garage			
LOTS SIZE		Trees	Shrubs*
		30 Gal	
65' +		2	
45' - 64'		1	

* Not Applicable



Rear Yard Planting for Corner Lots with Metal Fences of those with Public Views

Corner Lots - Rear Yard with metal fencing or those with public views					
LOTS SIZE		Trees	Shrubs		
		30 Gal	15 Gal	5 Gal	1 Gal
65' +		2	10	15	30
45' - 64'		1	5	10	20

* Not Applicable

E. PREFERRED PLANT LIST

The plants listed below are the approved plant materials for ShadowGlen.

Every effort should be made to incorporate these plants into the landscape design for every lot. Other plant material may be used, but priority should be given to plants from this palette.

Palm trees are considered to be out of character with the desired landscape effect and will not be permitted if they can be seen from public view or other lots.

The use of golden euonymus, because of growth characteristics and susceptibility to disease, is discouraged. Arborvitae, Italian cypress, junipers (other than ground cover varieties) yucca, cactus and bamboo are not in character with the plant palette and are discouraged and may be cause for rejection of plans.

The use of evergreen trees in the front yard is encouraged.

Trees

- Bald Cypress
Taxodium distichum
- Bradford Pear
Pyrus calleryana 'Bradford'
- Cedar Elm
Ulmus crassifolia
- Live Oak
Quercus virginiana
- Magnolia
Magnolia spp.
- Monterrey Oak
Quercus polymorpha
- Pecan
Carya illinoensis

Ornamental Trees

- American Holly
Ilex opaca
- Crape Myrtle
Lagerstroemia indica
- Mexican Plum
Prunus mexicana
- Possum Haw Holly
Ilex decidua
- Texas Mountain Laurel
Sophora secundiflora
- Yaupon Holly
Ilex vomitoria

Shrubs

- Abelia
Abelia grandiflora
- Banks Rose
Rosa banksia
- Dwarf Crape Myrtle
Lagerstromia indica
- Dwarf Pittosporum
Pittosporum tobira 'Wheeleri'
- Dwarf Wax Myrtle
Myrica cerifera
- Dwarf Yaupon
Ilex vomitoria 'Nana'
- Dwarf Burford Holly
Ilex cornuta 'Burfordii Nana'

- Fountain Grass
Pennisetum spp.
- Green Cloud Sage
Leucophyllum frutescens 'Green Cloud'
- Indian Hawthorn "Clara"
Raphiolepis indica
- Italian Jasmine
Jasminum humile
- Maiden Grass
Miscanthus sinensis
- Muhly grass
Muhlenbergia lindheimeri
- Oleander
Nerium oleander
- Pampas Grass
Cortaderia selloana
- Pineapple Guava
Feijoa sellowiana
- Possum Haw
Ilex decidua
- Primorse Jasmine
Jasminum mesnyi
- Variegated Pittosporum
Pittosporum tobira 'Variegata'

Ground Covers

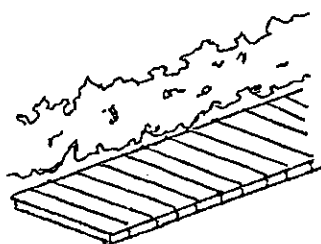
- Algerian Ivy
Hedera canariensis
- Asian Jasmine
Trachelospermum asiaticum
- Carolina Jessamine
Gelsemium sempervirens
- Chinese Wisteria
Wisteria sinensis
- Climbing Fig
Ficus pumila
- Creeping Rosemary
Rosmarinus sp.
- English Ivy
Hedera helix
- Honeysuckle
Lonicera japonica 'Atropurpurea'
- Japanese Star Jasmine
Trachelospermum japonicum
- Lily Turf
Liriope muscari
- Monkey Grass
Mondo japonica
- New Gold Lantana
Lantana camera - 'New Gold'
- Trumpet Vine
Campsis radicans

Grass

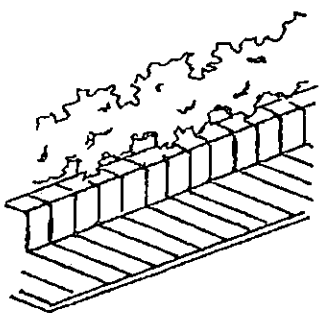
- St. Augustine - Solid Sod
- Common Bermuda - Solid Sod
- Bermuda - TIF 419
- Zoysia - El Toro

Lawns may be "over-seeded" with rye grass (maintained to 2 - 1/2" height). Yards concealed by wood fences may be sprigged or hydro-mulched. Gravel or rock used for ground cover, mulch or as a substitute for grass lawn, when visible from public view, is prohibited.

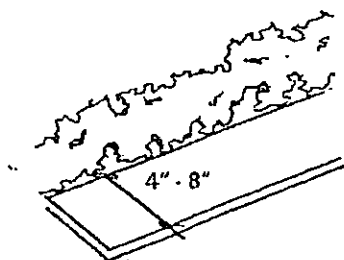
Preferred



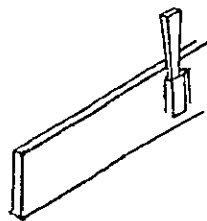
Brick Rowlock with
Mortar Joint



Brick Rowlock with
Soldier Course

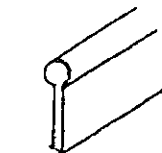


Concrete Band



Ryerson Steel Edging

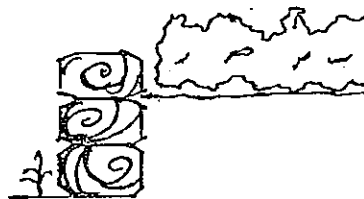
Not Allowed



Black Plastic



Railroad Ties



Landscape Timbers

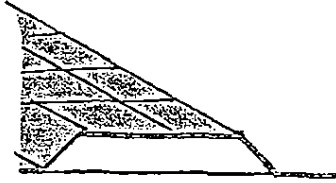
F. PLANTING BEDS - EDGES

Planting bed edging is not required, but is encouraged for maintenance purposes and to define the shape of planting beds. Edging that will be conducive to easy maintenance with string cutters or powered edgers should be considered.

Railroad ties, landscape timbers, scalloped concrete borders, etc. are prohibited. Edging shall not compete with the visual quality of planting beds, but enhance its appearance.

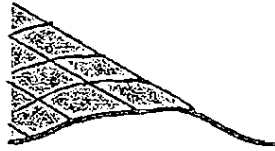
G. GRADING

Not Allowed



Abrupt Angles

Preferred

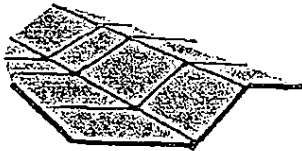


Smooth Transition

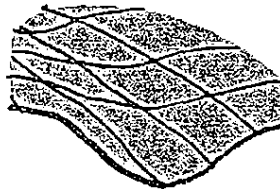
Berms are to be graded in gentle, undulating naturalistic forms, and not straight or steep slopes. Provisions are to be made for drainage around or through berms as required. Generally, a height of forty-eight inches (48") from top of adjacent curb is the maximum desired.

Swales (small ditches) are to be graded shallow, but wide to allow slow runoff. To maintain a natural look avoid abrupt angles and steep cuts or slopes.

Steep slopes of 2.5: 1 or more should be broken with retaining walls or steps. Terracing of lawns is encouraged, especially in front yards. All retaining walls shall be submitted to and approved by the DRB prior to construction.



Steep Slopes

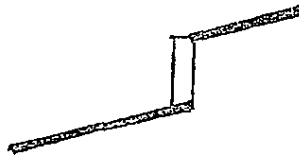


Undulating Cut

Retaining walls should be designed to use materials such as stone, brick, or interlocking wall systems. Railroad ties, exposed concrete, and landscape timbers are discouraged.



Slopes in Excess
of 2.5:1



Retaining Wall

H. RAIN GUTTER DRAINS

Positive drainage away from the house should be provided for rainfall, irrigation, air conditioner condensate and all other types of water runoff in an effort to maintain a constant moisture level in the soil around the foundation.

Down spouts on front of house are to be located to provide a clean, unobtrusive appearance. Down spouts should be terminated at least three feet (3') from the foundation of the house and in a manner that directs the water away from the foundation of the house and prevents ponding of water at or near the foundation of the house.

Roof drainage that will ultimately create erosion or run across pedestrian walks and paths are prohibited.

Gutters and downspouts shall be integrated with architectural design in color, shape and location. Gutters and downspouts shall be painted the same color as trim or brick depending on location.

(Left intentionally blank)

EXHIBIT "B"

TABLE OF CONTENTS

Section I.	Flags
Section II.	Solar Energy Devices
Section III.	Rain Barrels and Rainwater Harvesting Devices
Section IV.	Religious Displays
Section V.	Record Production
Section VI.	Record Retention
Section VII.	Payment Plans
Section VIII.	Voting
Section IX.	Transfer Fees
Section X.	Email Addresses

SECTION I. FLAGS

1. General. An Owner may display flags only on his or her Lot and only in compliance with this Section. An Owner may not display flags on the Common Areas, or on any other lands owned or maintained by the Association, for any reason or at any time. An Owner may have one flagpole, or one residence-mounted flag mount, but not both.
2. Prior Approval Required. All flagpoles, flag mounts, and related installations (e.g., flag lighting) must be approved in advance by the Association's Design Review Board (the "DRB"). An Owner desiring to display a permitted flag must submit plans to the DRB for each installation, detailing the dimensions, type, location, materials, and style/appearance of the flagpole, flag mount(s), lighting and related installations. The Association's DRB shall have the sole discretion of determining whether such items and installations comply with this Section, subject to any appeal rights that may exist elsewhere in the Association's governing documents or under State law.
3. Additional Requirements Related to Flags.
 - a. Flags must be displayed on an approved flag mount or flagpole. Flags may not be displayed in any other manner.
 - b. No more than one flag at a time may be displayed on a flag mount. No more than two flags at time may be displayed on a flagpole.
 - c. Flags on flagpoles must be hoisted, flown, and lowered in a respectful manner.
 - d. Flags must never be flown upside down and must never touch the ground.
 - e. No mark, sign, insignia, design, or advertising of any kind may be added to a flag.
 - f. If both the U.S. and Texas flags are displayed on a flagpole, they must be of approximately equal size.
 - g. If the U.S. and Texas flags are flown on one pole, the U.S. flag must be the highest flag flown and the Texas flag the second highest.
 - h. Only all-weather flags may be displayed during inclement weather.
 - i. Flags must be no larger than 3'x5' in size.
 - j. Flags may not contain commercial material, advertising, or any symbol or language that may be offensive to the ordinary person.
 - k. A pennant, banner, plaque, sign or other item that contains a rendition of a flag does not qualify as a flag under this Section.

4. Materials and Appearance of Flag Mounts and Flagpoles. A flag mount attached to a dwelling or a freestanding flagpole must be constructed of permanent, long-lasting materials, with a finish appropriate to the materials (per the discretion of the DRB) used in the construction of the mount or flagpole and harmonious with the dwelling.
5. Additional Requirements for Flagpoles. The following additional requirements shall apply to flagpoles installed on Lots:
 - a. No more than one flagpole may be installed on a Lot;
 - b. The flagpole must be free-standing and installed vertically;
 - c. The flagpole must be no greater than 20 feet in height measured from grade level;
 - d. The location and construction of the flagpole must comply with applicable zoning ordinances, may not be located in any easements (including drainage easements), and comply with all setback requirements;
 - e. Unless otherwise approved by the DRB, the location of the pole must be within 10 feet of one of the side-most building lines of the home, and within 10 feet of the front most building line of the home. The DRB may require the pole to be installed on a particular side or otherwise require a particular location; and
 - f. No trees may be removed for pole installation.
 - g. An Owner must ensure that external halyards (hoisting ropes) used in combination with a flagpole do not create an unreasonable amount of noise.
6. Lighting of Flag Displays. Any lights installed for the purpose of illuminating a flag must be pre-approved by the Association. Such light installations must be of a reasonable size and intensity and placed in a reasonable location, for the purpose of ensuring that the lights do not unreasonably disturb or distract other individuals. All flag illumination lighting must be specifically dedicated to that purpose. No other lighting, whether located inside or outside of the residence, may be directed toward a displayed flag for purposes of illuminating the flag (e.g., security flood or spot lights may not be oriented toward a displayed flag).
7. Maintenance. An Owner is responsible for ensuring that a displayed flag, flagpole, flag mount(s), lighting and related installations are maintained in good and attractive condition at all time at the Owner's expense. Any flag, flagpole, flag mount, light, or related installation or item that is in a deteriorated or unsafe condition must be repaired, replaced, or removed promptly upon the discovery of its condition.

SECTION II. SOLAR ENERGY DEVICES

1. Conflict with Other Provisions. Per state law, this Section controls over any provision in any other Association governing document to the contrary.
2. Prior Approval Required. An Owner may install solar energy devices only on property solely owned and solely maintained by the Owner, and only in accordance with the restrictions provided herein. Owners may not install solar energy devices except in accordance with the restrictions provided herein. Prior to installation of any solar energy device, the Owner must submit plans for the device and all appurtenances thereto to the DRB. The plans must provide an as-built rendering, and detail the location, size, materials, and color of all solar devices, and provide calculations of the estimated energy production of the proposed devices.
3. Definition. In this section, "solar energy device" means a system or series of mechanisms designed primarily to provide heating or cooling or to produce electrical or mechanical power by collecting and transferring solar-generated energy. All solar devices not meeting this definition are prohibited.
4. Prohibited Devices. Owners may not install solar energy devices that:

- a. threaten the public health or safety;
 - b. violate a law;
 - c. are located on property owned by the Association;
 - d. are located in an area owned in common by the members of the Association;
 - e. are located in an area on the property Owner's property other than:
 - i. on the roof of the home (or of another structure on the Owner's lot allowed under the Association's governing documents); or
 - ii. in a fenced yard or patio owned and maintained by the Owner;
 - f. are installed in a manner that voids material warranties;
 - g. are installed without prior approval by the DRB; or
 - h. substantially interfere with the use and enjoyment of land by causing unreasonable discomfort or annoyance to persons of ordinary sensibilities. *This determination may be made at any time, and the DRB may require removal of any device in violation of this or any other requirement.*
5. Limitations on Roof-Mounted Devices. If the device is mounted on the roof of the home, it must:
- a. extend no higher than or beyond the roofline;
 - b. be located only on the back of the home – the side of the roof opposite the street. The DRB may grant a variance in accordance with state law if the alternate location is substantially more efficient¹;
 - c. conform to the slope of the roof, and have all top edges parallel to the roofline;
 - d. not have a frame, a support bracket, or visible piping or wiring that is any color other than silver, bronze, or black tone commonly available in the marketplace.
6. Limitations on Devices in a Fenced Yard or Patio. If the device is located in a fenced yard or patio, it may not be taller than the fence line.
7. Solar shingles. Any solar shingles must:
- a. Be designed primarily to:
 - i. be wind and hail resistant;
 - ii. provide heating/cooling efficiencies greater than those provided by customary composite shingles; or
 - iii. provide solar generation capabilities; and
 - b. When installed:
 - i. resemble the shingles used or otherwise authorized for use on property in the subdivision;
 - ii. be more durable than and are of equal or superior quality to the shingles used or otherwise authorized for use on property in the subdivision;
 - iii. match the aesthetics of the property surrounding the Owner's property.

SECTION III. RAIN BARRELS AND RAINWATER HARVESTING SYSTEMS

1. Pre Approval Required. Owners may install rain barrels or rainwater harvesting systems only with pre-approval from the Association, and only in accordance with the restrictions described in this Section.
2. Prohibited Locations. Owners are prohibited from installing rain barrels or rainwater harvesting systems, or any part thereof, in the following locations:

¹ If an alternate location increases the estimated annual energy production of the device more than 10 percent above the energy production of the device if located on the back of the home, the Association will authorize an alternate location in accordance with these rules and state law. It is the Owner's responsibility to determine and provide sufficient evidence to the DRB of all energy production calculations. All calculations must be performed by an industry professional.

- a. on property owned by the Association;
 - b. on property owned in common by the members of the Association; or
 - c. on property between the front of the Owner's home and an adjoining or adjacent street.
3. Pre-Approval Required for All Rain Barrels or Rainwater Harvesting Systems. Prior to any installation of any rain barrel or rain harvesting system (or any part thereof), prior written permission must be received from the DRB.
- Owners wishing to install such systems must submit plans showing the proposed location, color(s), material(s), shielding, dimensions of the proposed improvements, and whether any part of the proposed improvements will be visible from the street, another lot, or a common area (and if so, what part(s) will be visible). The location information must provide information as to how far (in feet and inches) the improvement(s) will be from the side, front, and back property line of the Owner's property.
4. Color and Other Appearance Restrictions. Owners are prohibited from installing rain barrels or rainwater harvesting systems that:
- a. are of a color other than a color consistent with the color scheme of the Owner's home;
 - b. display any language or other content that is not typically displayed by such a barrel or system as it is manufactured; or
 - c. are not constructed in accordance with plans approved by the Association.
5. Additional Restrictions if Installed in Side Yard or Improvements are Visible. If any part of the improvement is installed in a side yard, or will be visible from the street, another lot, or common area, the Association may impose restrictions on the size, type, materials, and shielding of, the improvement(s) (through denial of plans or conditional approval of plans).

SECTION IV. RELIGIOUS DISPLAYS

1. General. State statute allows owners to display certain religious items in the owner's entry, and further allows the association to impose certain limitations on such entry displays. The following rule outlines the limitations on religious displays in an owner's entry area. Notwithstanding any other language in the governing documents to the contrary, residents may display on the entry door or doorframe of the resident's dwelling one or more religious items, subject to the restrictions outlined in paragraph (2) below. Allowed religious displays are limited to displays motivated by the resident's sincere religious belief.
2. Prohibited Items. No religious item(s) displayed in an entry area may:
- a. threaten the public health or safety;
 - b. violate a law;
 - c. contain language, graphics, or any display that is patently offensive to a passerby;
 - d. be located anywhere other than the main entry door or main entry door frame of the dwelling;
 - e. extend past the outer edge of the door frame of the door; or
 - f. have a total size (individually or in combination) of greater than 25 square inches.
3. Remedies for Violation of this Section. Per state statute, if a religious item(s) is displayed in violation of this Section, the Association may remove the offending item without prior notice. This remedy is in addition to any other remedies the Association may have under its other governing documents or State law.
4. Seasonal Religious Holiday Decorations. This rule will not be interpreted to apply to otherwise-permitted temporary seasonal religious holiday decorations such as Christmas lighting or Christmas wreaths. The Board has the sole discretion to determine what items qualify as Seasonal Religious Holiday Decorations and may impose time limits and other restrictions on the display of

such decorations. Seasonal Religious Holiday Decorations must comply with all other provisions of the governing documents, but are not subject to this Section.

5. Other displays. Non-religious displays in the entry area to an owner's dwelling and all displays (religious or otherwise) outside of the entry area to an owner's dwelling are governed by other applicable governing document provisions.

SECTION V. RECORD PRODUCTION

1. Effective Date. Notwithstanding any language to the contrary and regardless of date of adoption of these rules, the effective date of this Section is January 1, 2012.
2. Conflict with Other Provisions. Per state law, this Section controls over any provision in any other Association governing document to the contrary to the extent of any conflict.
3. Request for Records. The Owner or the Owner's authorized representative requesting Association records must submit a written request by certified mail to the mailing address of the Association or authorized representative as reflected on the most current filed management certificate. The request must contain:
 - a. sufficient detail to describe the books and records requested, and
 - b. an election either to inspect the books and records before obtaining copies or to have the Association forward copies of the requested books and records.
4. Timeline for record production.
 - a. If inspection requested. If an inspection is requested, the Association will respond within 10 business days by sending written notice by mail, fax, or email of the date(s) and times during normal business hours that the inspection may occur. Any inspection will take place at a mutually-agreed time during normal business hours, and the requesting party must identify any books and records the party desires the Association to copy.
 - b. If copies requested. If copies are requested, the Association will produce the copies within 10 business days of the request.
 - c. Extension of timeline. If the Association is unable to produce the copies within 10 business days of the request, the Association will send written notice to the Owner of this by mail, fax, or email, and state a date, within 15 business days of the date of the Association's notice, that the copies or inspection will be available.
5. Format. The Association may produce documents in hard copy, electronic, or other format of its choosing.
6. Charges. Per state law, the Association may charge for time spent compiling and producing all records, and may charge for copy costs if copies are requested. Those charges will be the maximum amount then-allowed by law under the Texas Administrative Code. The Association may require advance payment of actual or estimated costs. As of July, 2011, a summary of the maximum permitted charges for common items are:
 - a. Paper copies - 10¢ per page
 - b. CD - \$1 per disc
 - c. DVD - \$3 per disc
 - d. Labor charge for requests of more than 50 pages - \$15 per hour
 - e. Overhead charge for requests of more than 50 pages - 20% of the labor charge
 - f. Labor and overhead may be charged for requests for fewer than 50 pages if the records are kept in a remote location and must be retrieved from it
7. Private Information Exempted from Production. Per state law, the Association has no obligation to provide information of the following types:

- a. Owner violation history
 - b. Owner personal financial information
 - c. Owner contact information other than the owner's address
 - d. Information relating to an Association employee, including personnel files
8. Existing Records Only. The duty to provide documents on request applies only to existing books and records. The Association has no obligation to create a new document, prepare a summary of information, or compile and report data.

SECTION VI. RECORD RETENTION

1. Effective Date. Notwithstanding any language to the contrary and regardless of the date of adoption of these rules, the effective date of this Section relating to record retention is January 1, 2012.
2. Conflict with Other Provisions. Per state law, this Section relating to record retention controls over any provision in any other Association governing document to the contrary to the extent of any conflict.
3. Record Retention. The Association will keep the following records for at least the following time periods:
 - a. Contracts with terms of at least one year; 4 years after expiration of contract
 - b. Account records of current Owners; 5 years
 - c. Minutes of Owner meetings and Board meetings; 7 years
 - d. Tax returns and audits; 7 years
 - e. Financial books and records (other than account records of current Owners); 7 years
 - f. Governing documents, including Articles of Incorporation/Certificate of Formation, Bylaws, Declaration, Rules, and all amendments; permanently
4. Other Records. Records not listed above may be maintained or discarded in the Association's sole discretion.

SECTION VII. PAYMENT PLANS

1. Effective date. Notwithstanding any language to the contrary and regardless of date of adoption of these rules, the effective date of this Section relating to payment plans is January 1, 2012.
2. Eligibility for Payment Plan.

Standard payment plans. An Owner is eligible for a Standard Payment Plan (see Rule (3) below) only if:

- a. The Owner has not defaulted under a prior payment plan with the Association in the prior 24-month period;
- b. The Owner requests a payment plan no later than 30 days after the Association sends notice to the Owner via certified mail, return receipt requested under Property Code §209.0064 (notifying the owner of the amount due, providing 30 days for payment, and describing the options for curing the delinquency). Owner is responsible for confirming that the Association has received the Owner's request for a payment plan within this 30-day period. It is recommended that requests be in writing; and
- c. The Association receives the executed Standard Payment Plan and the first payment within 15 days of the Standard Payment Plan being sent via email, fax, mail, or hand delivered to the Owner.

Other payment plans. An Owner who is not eligible for a Standard Payment Plan may still request that the Association's Board grant the Owner an alternate payment plan. Any such request must be directed to the person or entity currently handling the collection of the debt (i.e., the property manager or Association's attorney). The decision to grant or deny an alternate payment plan, and the terms and conditions for any such plan, will be at the sole discretion of the Association's Board.

3. Standard Payment Plans. The terms and conditions for a Standard Payment Plan are:

- a. Term. Standard Payment Plans are for a term of 6 months. (See also paragraph 6 for Board discretion involving term lengths.)
 - b. Payments. Payments will be made at least monthly and will be roughly equal in amount or have a larger initial payment (small initial payments with a large balloon payment at the end of the term are not allowed). Payments must be received by the Association at the designated address by the required dates and may not be rejected, returned or denied by the Owner's bank for any reason (i.e., check returned NSF).
 - c. Assessments and other amounts coming due during plan. The Owner will keep current on all additional assessments and other charges posted to the Owner's account during the term of the payment plan, which amounts may but need not be included in calculating the payments due under the plan.
 - d. Additional charges. The Owner is responsible for reasonable charges related to negotiating, preparing and administering the payment plan, and for interest at the maximum lawful rate, all of which shall be included in calculating the total amount due under the plan and the amount of the related payments. The Owner will not be charged late fees or other charges related to the delinquency during the time the owner is complying with all terms of a payment plan.
 - e. Contact information. The Owner will provide relevant contact information and keep same updated.
 - f. Additional conditions. The Owner will comply with such additional conditions under the plan as the Board may establish.
 - g. Default. The Owner will be in default under the plan if the Owner fails to comply with any requirements of these rules or the payment plan agreement.
4. Account Sent to an Attorney/Agent for Formal Collections. An Owner does not have the right to a Standard Payment Plan after the 30-day timeframe referenced in paragraph 2(b). Once an account is sent to an attorney or agent for collection, the delinquent Owner must communicate with that attorney or agent to arrange for payment of the debt. The decision to grant or deny the Owner an alternate payment plan, and the terms and conditions of any such plan, is solely at the discretion of the Board.
5. Default. If the Owner defaults under any payment plan, the Association may proceed with any collection activity authorized under the governing documents or state law without further notice. If the Association elects to provide notice of default, the Owner will be responsible for all fees and costs associated with the drafting and sending of such notice. All late fees and other charges that otherwise would have been posted to the Owner's account may also be assessed to the Owner's account in the event of a default.

Any payments received during a time an Owner is in default under any payment plan may be applied to out-of-pocket costs (including attorneys fees for administering the plan), administrative

and late fees, assessments, and fines (if any), in any order determined by the Association, except that fines will not be given priority over any other amount owed but may be satisfied proportionately (e.g. a \$100 payment may be applied proportionately to all amounts owed, in proportion to the amount owed relative to other amounts owed).

6. Board Discretion. The Association's Board may vary the obligations imposed on Owners under these rules on a case-by-case basis, including curtailing or lengthening the payment plan terms (so long as the plan is between 3 and 18 months), as it may deem appropriate and reasonable. The term length set forth in paragraph 3 shall be the default term length absent board action setting a different term length. No such action shall be construed as a general abandonment or waiver of these rules, nor vest rights in any other Owner to receive a payment plan at variance with the requirements set forth in these rules.
7. Legal Compliance. These payment plan rules are intended to comply with the relevant requirements established under Texas Property Code §209. In case of ambiguity, uncertainty, or conflict, these rules shall be interpreted in a manner consistent with all such legal requirements.

SECTION VIII. VOTING

1. Form of Proxy or Ballot. The Board may dictate the form for all proxies, ballots, or other voting instruments or vehicles. No form other than the form put forth by the Board will be accepted.
2. Deadline for Return of Voting Paperwork. The Board may establish a deadline, which may be communicated on the proxy form, absentee ballot, or otherwise communicated to the membership, for return of electronic ballots, absentee ballots, proxies, or other votes.

SECTION IX. TRANSFER FEES

1. Transfer Fees. In addition to fees for issuance of a resale certificate and any updates or re-issuance of the resale certificate, transfer fees are due upon the sale of any property in accordance with the then-current fee schedule, including any fee charged by the Association's managing agent. It is the owner/seller's responsibility to determine the then-current fees. Transfer fees not paid at or before closing are the responsibility of the purchasing owner and will be assessed to the owner's account accordingly. The Association may require payment in advance for issuance of any resale certificate or other transfer-related documentation.

If a resale certificate is not requested and a transfer occurs, all fees associated with Association record updates related to the transfer will be the responsibility of the new owner and may be assessed to the unit's account at the time the transfer becomes known. These fees will be set according to the then-current fee schedule of the Association or its managing agent, and may be equivalent to the resale certificate fee or in any other amount.

2. All transfer fees shall be collectible in the same manner as assessments, including lien and other assessment collection rights, to the maximum extent allowed by law. Fees may include working capital or reserve funding fees, resale certificate fees, resale certificate update fees, rush fees, and other such fees.

SECTION X. EMAIL ADDRESSES

1. Email Addresses. An Owner is required to keep a current email address on file with the Association if the Owner desires to receive email communications from the Association. Failure to supply an email address to the Association or to update the address in a manner required by

these rules may result in an Owner not receiving Association emails. The Association has no duty to request an updated address from an Owner, in response to returned email or otherwise. The Association may require Owners to sign up for a group email, email list serve or other such email subscription service in order to receive Association emails.

2. Updating Email Addresses. An Owner is required to notify the Association when email addresses change. Such notice must be in writing and delivered to the Association's managing agent by fax, mail, or email. In the alternative, or in lieu of this in the Association's discretion, if available, an Owner must update his email address through the Association's website, list server, or other vehicle as directed by the Association. Any notice of email change provided to the Association's manager must be for the sole purpose of requesting an update to the Owner's email address. For example, merely sending an email from a new email address, or including an email address in a communication sent for any other purpose other than providing notice of a new email address, does not constitute a request to change or add the Owner's email in the records of the Association.

After recording, please return to:

Niemann & Heyer, L.L.P.
Attorneys At Law
Westgate Building, Suite 313
1122 Colorado Street
Austin, Texas 78701

Fileserver:CLIENTS:Shadowglen:SGRulesAmendper2011(Laws9-11rev.doc

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Dana DeBeauvoir, County Clerk
Travis County TEXAS

STATE OF TEXAS

COUNTY OF TRAVIS



AGM

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**AMENITY USE AGREEMENT AND GUIDELINES
SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.**

The Declaration of Covenants, Conditions, and Restrictions for ShadowGlen Residential Properties was filed and recorded in Document #2003066593 of the Official Public Records of Travis County, Texas.

Article 9, Section 9.3, of the Declaration authorizes the Board of Directors to "make and enforce reasonable rules and regulations governing the use of the Properties..." The Board has adopted the Amenity Use Agreement (Exhibit A) and Guidelines (Rules — Exhibit B) and they are hereby filed of record. The previously adopted Bylaws (Exhibit C) are also hereby filed of record.

Executed this 17 day of May, 2006.

ShadowGlen Residential Property Owners
Association, Inc.

By: Niemann & Niemann LLP, its attorneys and
authorized agents

By:

Connie N. Heyer
Connie N. Heyer

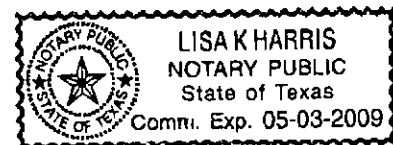
STATE OF TEXAS

COUNTY OF TRAVIS

This instrument was acknowledged before me on the 17 day of May, 2006, by Connie N. Heyer in the capacity stated above.

Lisa K. Harris
Notary Public, State of Texas

Exhibit A: Amenity Use Agreement
Exhibit B: Rules
Exhibit C: Bylaws



After recording, please return to:
Niemann & Niemann, L.L.P.
Attorneys At Law
Westgate Building, Suite 313
1122 Colorado Street
Austin, Texas 78701

SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.

**EXHIBIT A:
AMENITY USE AGREEMENT**

CARD NUMBER: _____
CARD NUMBER (2): _____

SHADOWGLEN AMENITY USE AGREEMENT

I have received and read this ShadowGlen Amenity Use Agreement (the "Agreement") and the following ShadowGlen Amenity rules (the "Rules") attached hereto:

1. General Rules
2. Amenity Center Parking Rules
3. Pool Rules
4. Playscape Rules
5. Clubhouse Rules
6. Fitness Area Rules

I acknowledge that I understand the contents of these documents. I agree that this Agreement and the Rules shall be applicable to myself, all members/residents of my household, all tenants of my property, and any and all guests or invitees (hereinafter referred to collectively as "Member" or "Members", as the context requires). Member hereby agrees to the terms of this Agreement and the Rules.

Member understands that the use of the ShadowGlen Amenities is at the sole risk of the Member. Member understands that the use of all amenities is unsupervised and that accident, injury, or death may occur as a result of use. There is risk involved in swimming and using the water slide. Swim at your own risk. Member hereby agrees to defend and hold harmless ShadowGlen Residential Property Owners Association, Inc., and its managing agent, as well as ShadowGlen Residential Community, Ltd., a Texas limited partnership from and against any claim, demand, cause of action, or liability arising out of the Members' use of the ShadowGlen Amenities.

Member understands that the Rules will be updated and that it is Member's responsibility to request a copy of any changes or revisions. Member has been advised that Member may purchase additional access cards at the current prevailing cost charged by ShadowGlen's management company. Member understands and agrees that use privileges to any amenity may be denied on account of non-payment of assessments or violation of this Agreement or Rules.

Print Name: _____
(Head of household) (Email address)

(Spouse or Co-owner) (Email address)

ShadowGlen Address: _____

Phone: home _____ work _____ cell _____
(Spouse or Co-owner)- work _____ cell _____

Signature(s): _____ Date _____
_____ Date _____

List all minors in household (required for pool use or fitness area)

- | | |
|--------------------------------|--------------------------------|
| 1. _____ / ____ / ____ (D.O.B) | 5. _____ / ____ / ____ (D.O.B) |
| 2. _____ / ____ / ____ (D.O.B) | 6. _____ / ____ / ____ (D.O.B) |
| 3. _____ / ____ / ____ (D.O.B) | 7. _____ / ____ / ____ (D.O.B) |
| 4. _____ / ____ / ____ (D.O.B) | 8. _____ / ____ / ____ (D.O.B) |

GENERAL RULES

1. The ShadowGlen Amenity Center "Bulletin Board" will be used to post any new / amended rules and information. Be sure to check this each time you visit the center. All Rules are subject to change without notice.
2. If you would like to reserve the pool or any part of the clubhouse, please contact the Clubhouse Manager at: (512) 278-8810 or visit the website at Shadowglenhoa.com. A minimum of 10 day advance notice is required. All reservations are on a first-come, first served basis and subject to availability.
3. ShadowGlen Amenity Center access cards are available through the clubhouse management office. Two cards will be provided per household (at no charge), additional cards or replacement cards (those lost or damaged) will be \$15 each or at the prevailing rate charged by the association. **Minors can not be issued access cards.**
4. Duplication or lending of access cards to non-members for use of any ShadowGlen amenity is prohibited.
5. If in doubt about the status of a member using any ShadowGlen amenity area, please feel free to ask them to show you his/her card. While our invited guests are welcome, non-members are not allowed to use the clubhouse amenities or pool. Please report unauthorized users to the clubhouse office immediately.
6. Each member is responsible for the actions and or damages caused by their family members and or guests.
7. Parents of children caught destroying any ShadowGlen property will be responsible for repair and/or replacement of such damaged property.
8. Any trespassing, vandalism, or deliberate inappropriate behavior will be prosecuted to the fullest extent of the law. It is the Association's policy to prosecute anyone when there is evidence on which to base a criminal complaint.
9. No rollerblades or skateboards are allowed on the ShadowGlen Amenity Center property.
10. Proper attire is required in the Clubhouse at all times. No one wearing a "wet" bathing suit is allowed in the clubhouse and shirts and shoes shall be worn at all times while in the Clubhouse.
11. Lost and Found - Items found at the end of the day will be collected and if not claimed within 48-hours will be disposed of.

12. HOURS OF BUILDING OPERATIONS

Clubhouse-

10:00 am - 6:00 pm Tuesday - Friday
10:00 am - 4:00 pm Saturday
CLOSED SUNDAY & MONDAY

Clubhouse Office-

10:00 am - 6:00 pm Tuesday - Friday
10:00 am - 4:00 pm Saturday
CLOSED SUNDAY & MONDAY

Main Entry-

Unlocked during office hours

Rotunda Entry-

With access card during office hours

Fitness Area Entry-

5:00 am - 11:00 pm with access card
(Special access available upon request)

Swimming Pool-

Open with Lifeguards only

10:00 am to 8:00 pm, Tuesday – Saturday
11:00 am to 8:00 pm, Sunday
Slides open 2pm-7pm daily (Except Monday)
CLOSED MONDAY

Clubhouse-

Includes: Multi-Purpose Room,
Lounge & Kitchen

Open during normal office hours for unreserved homeowner use.
By reservation only: for any party, event or use after office hours or for large events or meetings of 15 people or more.

Times and days are subject to change or modification, without notice.

AMENITY CENTER PARKING RULES

ALL MEMBERS USE THE SHADOWGLEN AMENITY CENTER PARKING AT THEIR OWN RISK

1. Members shall drive slowly and carefully within the parking areas of the ShadowGlen Amenity Center.
2. Parking must be in designated areas and in such a manner as to not obstruct other cars, or the main entrance to the pool.
3. **Parking hours are from 5:00am to 1:00am, 7-days/week, unless otherwise noted.**
4. **There is no overnight parking allowed.**
5. RVs, trailers, boats, and other large oversized vehicles are not allowed.
6. Members shall not park in fire lanes.
7. Strict adherence to parking lot signage and vehicle speed is required.
8. Members shall park in handicapped spaces only if the vehicle carries appropriate handicapped authorization and if the driver or passenger is handicapped.

POOL RULES

SWIMMING WITHOUT LIFEGUARDS IS PROHIBITED

1. The ShadowGlen pool is for use by its members and their invited guests only.
2. All ShadowGlen members must register and sign an "Amenity Use Agreement" prior to use of the pool or other clubhouse facilities. ShadowGlen members must also list all eligible family members entitled to use ShadowGlen facilities.
3. These rules and regulations have been established in an effort to make pool use a safe and sanitary operation, however, no legal liability is assumed with respect to these rules preventing accident, injury, or death.
4. Water contamination is a big concern for all swimmers and management. If the pool has been contaminated, please inform the Pool Monitor or Clubhouse Manager immediately. The Pool will have to be closed for treatment and will remain closed until water tests indicate it is safe to re-open.
5. Members must be current in their dues to use the pool or clubhouse.
6. In order to enter the pool area, a photo ID is required for all adults and you must be registered & approved to use the facilities by signing the "Amenity Use Agreement" before admittance.
7. No legal liability is assumed with respect to use of the pool or other areas of the clubhouse by a member or guest.
8. There will be Lifeguards on duty at all times while the pool is open. **SWIMMING WITHOUT LIFEGUARDS ON DUTY IS PROHIBITED.** Report any unauthorized pool access to the Pool Monitor or Clubhouse Manager immediately.
9. All guests must be accompanied by a ShadowGlen member, at all times.
10. Invited guests are limited to: four (4) guests per adult ShadowGlen family member present (*policy subject to change*). A reasonable charge may be assessed, per guest, in the future.
11. Members are responsible for informing their guests of the rules.
12. **Children 12 years and younger must be accompanied and supervised by an adult (18 years or older) at all times.**
13. **POOL OPERATING HOURS:** 10:00 am to 8:00 pm, Tuesday - Saturday
11:00 am to 8:00 pm, Sunday
CLOSED MONDAY
14. Swimming season will be posted; however the "swim season" is typically from Memorial Day through Labor Day annually (*unless otherwise posted*).
15. While the pool is closed for the season it will only be treated for off-season care.
16. Anyone at the pool outside these times, without permission, will be considered a trespasser.
17. Climbing fences to enter the pool area is prohibited and violators are subject to criminal prosecution and permanent suspension from access to the pool and or other amenity areas.
18. Members (Parents) are responsible in determining the skill level of their children and guests before allowing them to swim at the pool without adult supervision.
19. The gate to the pool area must be closed and latched after entering or leaving the pool area at all times. ***Texas State law § 757.004.*** Members may not prop the gate open or enter without checking in with the Pool Monitor.
20. The pool may be closed when necessary for maintenance operations or inclement weather.

21. Waterslide Rules:

- a. May NOT use slide unless lifeguard is present.
 - b. Must be 42" tall.
 - c. Must be an accomplished swimmer.
 - d. Only one person at a time allowed on slide.
 - e. NO jumping, lunging or diving onto slide when entering slide.
 - f. Must slide feet first, on back.
 - g. NO shoes, belts, buckles, jewelry, loose clothing or glasses on slides.
 - h. Must not enter slide when another person is within 10 feet of the slide exit.
 - i. NO stopping while in slide.
 - j. NO pushing or horseplay of any kind allowed on slide, steps or platform.
 - k. Remain in a single file line up stairs, slide and platform.
 - l. Do NOT block stairs.
 - m. No running up steps or on-platform.
 - n. May NOT enter stairs or platform when "slide closed" sign is posted.
 - o. NO climbing on any part of the slide, except designated stairs, deck and slide surface.
22. No member shall knowingly enter the pool enclosure, or permit a child or guest to do so, while suffering from any contagious disease, such as athlete's foot, ringworm, colds, flu, etc. or while suffering from an open wound or sore.
23. Spitting, spouting of water, blowing of nose, etc., are strictly prohibited anywhere within six feet of the waters edge of the main or baby pool.
24. Showers should be taken before entering the pool.
25. All Infants and toddlers must have appropriate swimwear:
- a. Proper swimming diapers with plastic liners or "swimmies" are required for all non-toilet trained infants.
 - b. Disposable diapers are not allowed within the pool.
 - c. Usage of floating devices with supervision
26. The "Splash Zone" pool area is primarily for children age ten (10) and under, however parents are allowed.
- a. Older children can use the splash zone pool area, only if it does not interfere or inhibit use by the younger children.
 - b. Adults shall be responsible for, and shall not leave unattended, the children in their care in the splash zone pool area.
 - c. Each child must be accompanied at all times by an adult, who will be solely responsible for the child's safety.
27. The use of the life saving equipment is for emergencies only.
28. No glass, weapons or sharp items are allowed within this facility.
29. No wall receptacle (AC) powered equipment is allowed.

30. No loud music will be permitted in the pool area. Personal headsets used with radios, CD players & iPods are recommended & allowed. Consideration should be given not to disturb others in the pool and in the surrounding area. Lifeguards will determine what is and what is not disturbing.
31. No diving, running, horseplay, or games that would be considered dangerous is allowed inside the pool enclosure.
32. All beverages and food for consumption in the pool area must be in unbreakable containers.
33. No eating or drinking at the pools' edge or in the pool. All food & drink must be consumed in "designed areas" away from the water's edge.
34. No chewing gum is allowed in this facility.
35. No alcoholic beverages permitted on premises.
36. Persons under the influence of alcohol and/or taking prescription drugs are advised not to enter the swimming pool.
37. Please dispose of all litter! Keep the grounds clean and tidy when enjoying this facility.
38. No smoking inside the fenced pool enclosure. Smoking in designed areas only. Smokeless tobacco products are also prohibited on premises.
39. Bathing suits and appropriate swimwear are to be worn in the pool. No one shall enter the water of the swimming pool in any clothing or apparel other than swimwear. **NO CUTOFFS ALLOWED.**
40. No pets/animals are allowed within the pool enclosure.
41. No bicycles, skateboard, rollerblades or other wheeled vehicles are permitted inside the pool enclosure, except baby strollers.
42. The pool furniture is to remain within the pool facility and the arrangement of pool furniture is subject to the Lifeguards discretion.
43. No one may throw or place any stones, debris, refuse or discarded substances or articles of any kind in the pool or swim area or willfully pollute the waters of either the splash pool or main pool.
44. Air-inflated rafts or floating devices are restricted to a one-person capacity. Restrictions to floating devices of all kinds are subject to lifeguard discretion.
45. All pool toys/balls must be soft & with permission of lifeguards. No footballs, Frisbees, tennis balls or other hard surface balls or toys allowed. Typically most "Nerf" products will be allowed.
46. All parents are cautioned not to allow over fatigue. If fatigue or chill is observed, there will be a 10 minute rest period for children under 18 years of age.
47. All members must comply with the posted rules. The Association, its contracted personnel, or its Managing Agent has the right to evict anyone from the pool area not in compliance with these rules.
48. The Association or its Managing Agent may take action to impose fines or to suspend the use of the pool to any member violating these rules.

PLAYSCAPE RULES

ALL MEMBERS AND GUESTS USE THE PLAYSCAPE AT THEIR OWN RISK

1. The ShadowGlen playscapes are for use by its members and their guests only.
2. These rules and regulations have been established in an effort to make playscape use a safe operation, however, no legal liability is assumed with respect to these rules preventing accident, injury, or death.
3. Members must be current in their dues to use the playscape.
4. To use amenity center bathrooms, access cards may be required.
5. No legal liability is assumed with respect to playscape use by members or guests
6. There is **NO SUPERVISION PROVIDED** for use of playscape.
7. All members and guests use the playscape at their own risk.
8. Children must be directly supervised at all times by a responsible adult ("Supervising Adult") over the age of 18 years old within the playscape enclosure.
9. The Supervising Adult shall ensure that children use the playscape and the playscape features in the manner for which the playscape and the features are intended.
10. Abuse of the playscape and/or the playscape features will not be tolerated.
11. The Supervising Adult will not allow a child to bully, tease, or verbally abuse another child.
12. The Supervising Adult will be responsible for determining that the child being supervised is physically and mentally capable of safely using a playscape feature before allowing the child to use said feature.
13. Immediately report any malfunctioning, hazardous or broken playscape components or equipment to the clubhouse office.

CLUBHOUSE RULES

1. Non-member use of the clubhouse is not permitted.
2. No animals or pets shall be permitted in the clubhouse.
3. No one shall be allowed in the clubhouse in wet bathing suits.
4. No one shall be allowed in the clubhouse without shoes & shirt.
5. No children shall be left unattended in the clubhouse.
6. The member shall be responsible for all damage done by household members, tenants, or guests.
7. Use of the clubhouse- Multi-Purpose Room, Lounge or Kitchen, after normal office hours or by a group of more than 15 people:
 - a. Is by advance reservation only by the "Reserving Member".
 - b. Reservations must be made at least 10 days in advance to the event.
 - c. Requires the payment of a non-refundable "user fee" of \$50 per event.
 - d. Requires the payment of a refundable deposit of \$200.
 - e. Requires complete clean up after the event (If any area of the clubhouse is not completely cleaned, a professional janitorial company will be hired to perform cleaning and the member will be charged for such cleaning).
 - f. Requires removal of all trash at the immediate end of the event (next day clean up is not acceptable).
 - g. Trash should be double bagged to prevent liquids from seeping onto the floor of the clubhouse.
 - h. No event may extend past the established time, except with prior written approval by management.
 - i. No live bands shall be permitted, except with prior written approval by management.
 - j. No alcoholic beverages shall be served or consumed on premises.
 - k. No smoking shall be allowed except in designated "outdoor" smoking areas.
 - l. No fires, of any kind, are allowed in the fireplaces or on the premises. All fireplaces are designed for appearance only.
 - m. The "Reserving Member" shall be in attendance for the duration of the event, with no exceptions.
 - n. Management shall look only to the "Reserving Member" for the return of access card/key (if applicable) and the completion of all clean up required.
 - o. Clubhouse can be reserve only four (4) times per year per household.
 - p. Management reserves the right to require the "Reserving Member" to pay for the cost of a security officer at larger events.
8. CLUBHOUSE OFFICE HOURS:
 - 10:00 am - 6:00 pm Tuesday - Friday
 - 10:00 am - 4:00 pm Saturday
 - CLOSED SUNDAY & MONDAY

FITNESS AREA RULES

1. The Fitness area and equipment is available for use only by ShadowGlen homeowners and their families and guests.
2. Exercise & use of all equipment is "at your own risk".
3. No children under the age of 16 are allowed.
4. Please remember the Fitness Center facility is primarily for the use of Residents.
5. A guest may use the Fitness Center if the ADULT host member accompanies the guest and the guest is at least 16 years of age.
6. No more than two guests per member are allowed. **The Association reserves the right to limit the number of guests. in the future.**
7. The fitness area is located in the clubhouse on the North end of the building.
8. There is a separate outside entrance door at North end of the front of the clubhouse end and an emergency exit door from the fitness room leading outside.
9. Access to both a men's & women's restroom is in the clubhouse through the common hall just outside the fitness room.
10. Persons using the Fitness Area should dress appropriately in proper workout clothing such as T-shirts, shorts, warm-ups, etc.
11. No swim suits allowed.
12. A shirt must be worn at all times.
13. For safety, proper shoes and socks must be worn in the fitness area.
14. Utilize proper technique and safety when using the exercise equipment.
15. Please follow instructions and guidelines posted for all equipment.
16. If any equipment malfunctions or ceases to operate properly, discontinue use and report the problem to the Club Manager immediately.
17. A work out towel is required by all residents and guests, to dry off equipment after use.
18. Please limit cardio workouts to 30-45 minutes, if another homeowner is waiting.
19. **Hours of operation are: 5:00 am - 11:00 pm, daily with your access control card.**
(Special access available upon request)

SECURITY SYSTEM INSTRUCTIONS FOR PARTIES USING CLUBHOUSE ONLY

Your temporary alarm code is _____

If your party begins after office hours you will need to immediately dis-arm the control panel located on the corner of the office. To do this, simply enter your code above then press 1.

Your party does not include using the pool area. PLEASE do NOT open doors leading to the pool. They will set off an alarm and notify ADT Security and police. If for some reason these doors do get opened, call me immediately at the phone numbers listed below to avoid having police dispatched.

Do not arm the system until you are completely ready to leave the building. At that time you will enter your code + 2. The system will tell you it is armed and to leave the building. At this time you will have 45 seconds to exit (through rotunda exit). Please close door securely to set mag lock.

If you have any problems please call me **immediately**:

Sheila Walker
512-470-9071 cell
512-988-0050 cell
512-303-3033 home

*** Please note: If the reserving party or their guests cause an alarm event or leave doors improperly secured requiring investigation of the premises by the Clubhouse Manager (or other designated person), Executive Security or Travis County Sheriff's Department, there will be a \$75 charge deducted from your security deposit.**

SECURITY SYSTEM INSTRUCTIONS FOR PARTIES USING CLUBHOUSE & POOL

Your temporary alarm code is _____

If your party begins after office hours you will need to immediately dis-arm the control panel located on the corner of the office. To do this, simply enter your code above then press 1.

If you will be using the pool area and would like to enter the pool through the kitchen door you will need to by-pass another alarm. To do this, enter your code + 6 + 12. The screen should show bypass, wait, then a chime will sound and show 12. It is now safe to exit through the kitchen door.

If everyone in your party goes out to the pool, please lock the kitchen door and enter the pool area through the pool gates so other swimmers do not enter the clubhouse through the kitchen. Don't forget your party access card. You will need it to re-enter the clubhouse.

Do not arm the system until you are completely ready to leave the building. At that time you will enter your code + 1, enter your code + 1 again, then your code + 2. The system will tell you it is armed and to leave the building. At this time you will have 45 seconds to exit (through rotunda exit). Please close door securely to set mag lock.

If you have any problems please call me **immediately**:

Sheila Walker
512-470-9071 cell
512-988-0050 cell
512-303-3033 home

*** Please note: If the reserving party or their guests cause an alarm event or leave doors improperly secured requiring investigation of the premises by the Clubhouse Manager (or other designated person), Executive Security or Travis County Sheriff's Department, there will be a \$75 charge deducted from your security deposit.**

SHADOWGLEN

Clubhouse Closing Procedures

- ☐ Clean all areas. Clubhouse should look as good as you found it. Please check carpet for spills and spots. Any additional cleaning costs required by the janitorial company will be deducted from your deposit. (Use Reservation Check List as a guide).
- ☐ Remove all trash to outdoor dumpster in parking lot.
- ☐ Replace furniture to original arrangement.(Use Party Book pictures as a guide)
- ☐ Turn off the TV and Sound System.
- ☐ Turn off all overhead lights in all areas (except Fitness Center). Leave lamps on, they are on timers.
- ☐ Close all exterior doors and make sure they are locked with deadbolt **EXCEPT** exterior fitness center door and rotunda door (they are on the Auto Gate card reader system).
- ☐ Make sure door from hall to Fitness area & bathrooms is **LOCKED** with deadbolt.
- ☐ Activate the alarm system per instruction sheet
- ☐ Exit the building using the rotunda entrance door and close securely to set mag lock.

*** Please note: If the reserving party or their guests cause an alarm event or leave doors improperly secured requiring investigation of the premises by the Clubhouse Manager (or other designated person), Executive Security or Travis County Sheriff's Department, there will be a \$75 charge deducted from your security deposit.**

The next business day return the access card/key. The Clubhouse Manager will inform you of the status of your deposit and will then notify Goodwin Management of the amount to be refunded. You should receive your refund within 14 business days.

For Police, Fire or medical emergency call 911 immediately.

ShadowGlen Contact Information in case of emergency:

1. Clubhouse Manager 512-470-9071 cell.
512-988-0050 cell 2.
512-303-3033 home
2. On-call security service, Executive Security 458-2258.
3. Goodwin Management: On-call representative 908-3644 (for after-hours only-digital pager)
During office hours: 502-7517

SHADOWGLEN

Reservation Agreement

I have reserved the following area(s) of the ShadowGlen amenity center (check all that apply):

CLUBHOUSE

Clubhouse reservation requires the payment of a non-refundable "user fee" of \$50 per event, if used after office hours or if more than 15 people will be in attendance. User fee includes use of Multi-Purpose Room, Kitchen, and Lounge. Fitness center is NOT included. Reservations are limited to a 4 hour time period. Available Sunday – Thursday 6 am – 10 pm, Friday – Saturday 6 am – 11 pm (except some holidays) If reserved during regular pool hours, the pool may also be utilized at no additional fee for parties of less than 30 people, pending approval of the Clubhouse Manager.

Clubhouse only _____ Clubhouse and Pool _____

A \$200.00 refundable damage deposit is required for all clubhouse reservations.

POOL

Option 1: Entire pool area including water slide, at a cost of \$100/hour (2-hour minimum required). Fee includes the cost of services for the required lifeguards. Available Sunday – Thursday 8 pm – 10 pm, Friday – Saturday 8 pm – 11 pm.

Option 2: Entire pool area, excluding water slide use, at a cost of \$60/hour (2-hour minimum required). Fee includes the cost of services for the required lifeguards. Availability same as option 1.

Option 3: Option #1 or #2 above plus the Clubhouse. Requires the pre-payment of services for a security officer at a current cost of \$25 per hour (4 hour minimum time required).

A \$200.00, refundable damage deposit is required for all pool reservations.

I, _____, legal owner (or representative of legal owner, by written agreement filed with ShadowGlen Residential Property Owners Association, Inc.) of property at _____, (street address) acknowledges the receipt of the ShadowGlen Reservation Agreement and agree to abide by the rules and regulations governing the area(s) of the ShadowGlen clubhouse, pool and amenities that I have reserved for the _____ day of _____, 20____ at _____ am/pm to: _____ am/pm. Total number of people attending the event: _____.

The undersigned further agrees that no alcoholic beverage of any sort will be served, either in the Clubhouse, pool, pavilion, or any other common area of ShadowGlen and that the undersigned agrees to be fully and wholly responsible and indemnify for any and all accidents or claims that may arise as a result of any accident or any other action at ShadowGlen during the time that the undersigned has the Clubhouse or other areas reserved, regardless of any negligence, in whole or in part, on the part of the Association. This shall be considered a full assumption of all liability for guests or anyone in attendance at the ShadowGlen Clubhouse, pool, or pavilion during the time that the undersigned has the facility reserved, and shall include a complete release of the ShadowGlen Homeowners' Association, its Board of Directors, Goodwin Management and the Clubhouse or Social Committee and Chairpersons.

If reserving Clubhouse: The undersigned acknowledges receipt of an access card to the ShadowGlen Clubhouse, has inspected the Clubhouse prior to acceptance, and shows the condition in the "Check-In Condition" column of the attached ShadowGlen Clubhouse Reservation Check List. It is understood that Clubhouse Manager, a Member of the Board of Directors of ShadowGlen Homeowners Association, or a person designated by the Board, will inspect the Clubhouse including furniture, windows, window coverings, equipment and the area surrounding the Clubhouse, after use by the undersigned and any items not in good condition, as provided in the accompanying check list in the "Check-In Condition" column will be repaired or replaced as necessary from the deposit left when the clubhouse was reserved. In the event that the damage exceeds the deposit, the undersigned agrees to pay such amount without dispute, and further agrees that should it not be immediately paid, the ShadowGlen Homeowners' Association may proceed with collection action which may include additional fees, attorney fees, or the filing of legal documents. In addition to the Reservation Check List, Security System Instructions and Clubhouse Closing Procedures will be given to the undersigned. If the undersigned or his/her guests cause an alarm event or leave doors improperly secured requiring investigation of the premises by the Clubhouse Manager (or other designated person), Executive Security, or the Travis County Sheriff's Department, a \$75 fee will be deducted from the deposit.

A reservation can not be processed until the full deposit and fee is received.

Acceptance:

Signature

Date

Print Name

Phone

RULES AND REGULATIONS WHEN RESERVING THE CLUBHOUSE OR POOL:

How to reserve the facilities:

ShadowGlen Homeowners' Association will allow homeowners of ShadowGlen, in good standing with the Association, to reserve the Association's facilities (Clubhouse or Pool) for private parties and other uses subject to the following regulations. Good standing means all fees are paid in full and there is no pending litigation.

Requests to reserve any ShadowGlen facilities must be made by contacting the Clubhouse office at (512) 278-8810. Reservations should be made at least ten (10) days in advance of the intended use. Reservations will be issued on a first-come, first-serve basis.

The entire pool is only available to be reserve when not open for general use. The office will have the calendar of available days and hours that can be reserved for private party use. Typically, availability for exclusive private use will be only during the summer months from 8 pm -10 pm Sunday – Thursday and 8 pm - 11 pm Friday & Saturday. Minimum reservation time period of two hours required. **This regulation does not apply to the Developer or its authorized agents and their functions.** When reserving the entire pool (only allowed when the pool is not open to the general membership) the ShadowGlen's pool lifeguard contractor (Family Swim Gym (512) 388-3840 must also be contacted at least ten (10) days before the reserved date to ensure availability of their services for the event. The full cost of all required lifeguards must be paid, in advance, by the reserving homeowner to the Clubhouse Manager when reserving the pool. Lifeguards are required to be hired at the owner's expense, regardless of intent to swim, for any private event at the pool. Only lifeguards that have been contracted by ShadowGlen can be used at the pool. Lifeguards must be physically present prior to opening the pool for any private pool.

A deposit is also due at the time any reservation is made. The check must be made payable to: **ShadowGlen HOA**. A reservation can not be processed until the full deposit is received.

The Clubhouse is intended for the Homeowners' use and their invited guests. **Homeowners can reserve the clubhouse only four (4) times per year, unless approved by the board of directors.** You can reserve the clubhouse or pool up to six months in advance.

The **Clubhouse** (Multi-Purpose Room, Lounge, Kitchen) may be reserved by calling the Clubhouse office at 512) 278-8810 at least ten days (10) prior to the event. Availability will be from 6 a.m. - 10 p.m. Sunday – Thursday and 6 am – 11 pm Friday & Saturday **This regulation does not apply to the Developer or its authorized agents and their functions.** The maximum number of people allowed in the Clubhouse is 150 (one hundred & fifty).

Hours Available for Reservations:

POOL		CLUBHOUSE
Summer Months		All year
8pm-10pm Sunday – Thursday 8pm –11pm Friday - Saturday		6am – 10pm Sunday – Thursday 6am –11pm Friday - Saturday <i>except on some holidays.</i>
Sept. thru April		
As determined by Board		

The reserving homeowner will assume full responsibility for any and all accidents or claims that may arise as a result of any accident or for any other reason in connection with the function or reservation of any or all of the clubhouse or amenity areas by the homeowner or their guests and shall agree to hold harmless the ShadowGlen Homeowners' Association, its Board of Directors, its management company or other agents/representatives of ShadowGlen Homeowners' Association.

The reserving homeowner will be responsible for cleaning and vacuuming the Clubhouse area reserved, including all equipment and furniture prior to leaving, on the day of the event after any function at the Clubhouse. The reserving homeowner will be responsible for the cleaning and repair of any common area, including kitchen, bathrooms, breezeway, parking area, walks, and grounds around the Clubhouse, as a result of the reserving homeowners' event. The reserving homeowner will be liable for the repair or replacement of any damage done to the Clubhouse, furniture, equipment, windows, window coverings, or walls. The Clubhouse will be inspected by a management representative. In his or her absence, the Clubhouse may be inspected by a Board member or other designated representative.

When reserving the Clubhouse, the access card to the Clubhouse must be returned to the Clubhouse Manager the next business day, following the event. The next business day, there will be an inspection of the Clubhouse before any deposits are returned, or a homeowner is released from liability for clean up or repair of damaged facilities in the Clubhouse or pool.

A "Check List" will be used for this inspection. If anything including, but not limited to, pottery, pictures, pillows or other "movable" items are missing, the deposit will be forfeited. The homeowner will be responsible for the cost of all items missing or damaged. **No deposit will be refunded without a signed reservation Check List.** If the deposit does not cover damage amount, the homeowner will be held responsible for the full damage amount, replacement and labor.

In a dispute, the Board of Directors will be the final authority to determine if the forfeited deposit or amount assessed to a homeowner for damages is fair and reasonable.

Rules and regulations when reserving the facilities:

The reserving homeowner who reserves the facilities must be present at all times during the function being reserved.

All functions must not start prior to the agreed time; this includes set-up time. All events must end by the agreed time; this includes the tear-down time needed for the event. Homeowners reserving the Clubhouse facilities must abide by and follow all applicable state & county governing code or law.

No alcohol may be served, sold or consumed at any function in a ShadowGlen facility or common area.

Music or any noise must be kept at a level that it cannot be heard outside of the Clubhouse grounds. The reserving homeowner will be responsible to see that there are no loud noises from guests either coming to or leaving the function at the Clubhouse. The report of loud noise can be the basis for forfeiture of the homeowner's deposit and a ban from future reservations.

As applicable according to the area that is reserved, all items, including but not limited to: lights, television equipment, VCR, music system, and microwave, are to be turned off when the event is over.

No fires of any kind are allowed on the premises. Fireplaces and candles are for appearance only and are not to be used.

No animals or pets are allowed in the clubhouse.

Heat or air conditioning should be left on. In the winter, set the "heat" at 65, and in summer, set the "cool" at 78.

No wet bathing suits are allowed in the Clubhouse (any air conditioned space), to include the inside bathrooms, kitchen, multi-purpose room, lounge or Clubhouse office.

Nothing may be affixed in any manner to the walls or wallpaper. Items located in the Multi-Purpose Room or Lounge can be moved within the room to suit the need of the event but under no circumstances shall any items be removed from the area they came from to another area (i.e., Multi-Purpose Room chairs can not be placed in the pool area). All items must be put back in their original location prior to check out for a full deposit returned.

No firearms, other than those carried by a duly sworn officer of the law are permitted in the Clubhouse at any time. Management reserves the right to require the "Reserving Member" to pay for the cost of a security officer at larger events.

There is no smoking in the Clubhouse or pool area, except where designated. It is the responsibility of the reserving homeowner to provide receptacles for cigarette disposal. Failure to do so will result in partial forfeiture of deposit. If the Club Manager smells cigarette smoke when inspecting the condition of the clubhouse after an event, the deposit will be forfeited and additional cleaning charges to remove the smoke will be assessed.

If a homeowner violates any of the "rules" for use, at its sole discretion, the Board of Directors reserves the right to refuse to reserve the clubhouse, pool or any ShadowGlen facility to that homeowner again.

This is a legal document. Please read before you sign.

The conditions in the Inventory Checklist as well as the Reservation Rules and Regulations are agreed to by the undersigned for the reservation of the ShadowGlen Clubhouse on _____

Name: _____

Property address: _____

Phone: _____

Signature: _____

(Legal owner of a ShadowGlen home or legal representative with authority to sign for the owner)

Date: _____



**RESOLUTIONS OF THE BOARD OF DIRECTORS
ADOPTING RULES FOR SHADOWGLEN HOA**

I, KEITH E. FASLER, President of SHADOWGLEN HOA, a not for profit corporation duly organized and existing under the laws of the State of Texas, (the "Association") do hereby certify that the records and minutes of the proceedings of the Board of Directors of said Corporation, and that on the 12th day of July, 20 10 there was duly and legally held meeting of said Board of Directors at which a quorum of the Directors was present and acting throughout, and at said meeting the following resolutions were unanimously adopted:

All restrictions of the declaration and bylaws are by reference incorporated into the rules. In addition to the declaration and bylaws, the Board adopts the following rules:

- 1) "Nonassessment items first. All monies received from an owner may be applied first to nonassessment obligations of the Owner, such as fines, late charges, returned check charges, attorneys fees, user fees, damages, etc., regardless of notations on checks and transmittal letters."
- 2) Violation Process for Yard Maintenance:
1st Violation- Notification of Fining
2nd Violation with Fine - \$50.00
3rd Violation with Fine - \$100.00/Notice of force mow within 10 days
4th Violation - Force mow charged to homeowner
- 3) Standard Violation Process:
1st Violation- Notification of Fining
2nd Violation with Fine - \$25.00
3rd Violation with Fine - \$50.00
4th Violation with Fine - \$100.00
Continuous Violations thereafter - \$100.00
- 4) The Board reserves the right to alter the standard violation process (including the right to reduce or increase the fines) if, in its sole discretion, alternate action is warranted.

RECEIVED
AUG 30 2010

BY:

Approved this 12 day of July, 20 10.

By: [Signature]
Title: PRESIDENT

FURTHER RESOLVED, that these rules shall be effective upon execution.

IN WITNESS WHEREOF, I have hereunto set my hand as President of said Corporation, this 12 day of July, 20 10.

Secretary

RECEIVED
JUL 15 2010

ACKNOWLEDGEMENT

BY:

THE STATE OF TEXAS
COUNTY OF Harris

This instrument was acknowledged before me on July 12, 2010, by Keith E. Faslur, in the capacity stated above.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 12 day of July, 20 10.



[Signature]
Notary Public

FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dana DeBeauvoir

Aug 18, 2010 02:45 PM 2010120022

FERGUSONLL: \$16.00

Dana DeBeauvoir, County Clerk
Travis County TEXAS

Please return recorded
doc. to

Alliance Association Mgmt.
115 Wild Basin Rd.
Suite 308
Austin, Tx 78746
Alliance Association



STATE OF TEXAS

COUNTY OF TRAVIS

**REVISION TO GUIDELINES
SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.
(Regarding satellite dishes and antennas)**

The Declaration of Covenants, Conditions, and Restrictions for ShadowGlen Residential Properties was filed and recorded in Document #2003066593 of the Official Public Records of Travis County, Texas.

Article 9, Section 9.3, of the Declaration authorizes the Board of Directors to "make and enforce reasonable rules and regulations governing the use of the Properties..." The Board has adopted the Amenity Use Agreement and Guidelines which, along with the Bylaws of the association, were filed of record in document number 2006144850 of the Official Public Records of Travis County, Texas.

The Board has amended the Guidelines to delete the previous Section K (regarding "Roofs") paragraph 4 (regarding "Roof Accessories"), subparagraph (f) (regarding satellite dishes). In its place, the following language has been adopted and substituted:

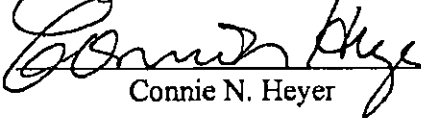
"f. Without prior written approval of the DRB, roof mounted radio/television antenna, satellite dishes, and radio towers are prohibited. If they are necessary, they are to be installed on the rear roof. Rear roof is defined as any area of the roof that faces the backyard and is behind the roof ridgeline, so as not to be visible from the public street in any way."

The remaining provisions in the Guidelines are unchanged.

Executed this 28 day of June, 2007.

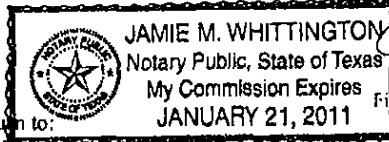
ShadowGlen Residential Property Owners
Association, Inc.

By: Niemann & Niemann LLP, its attorneys and
authorized agents

By: 
Connie N. Heyer

STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 28th day of June, 2007, by Carric Meyer in the capacity stated above.



Jamie M. Whittington
Notary Public, State of Texas

After recording, please return to:
Niemann & Niemann, L.L.P.
Attorneys At Law
Westgate Building, Suite 313
1122 Colorado Street
Austin, Texas 78701

File Server: CLIENTS: Shadow Glen: Amenity Use Agmt CvrPg Revd.doc

FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dana DeBeauvoir

2007 Jul 03 01:03 PM 2007122294

BENAVIDESV \$20.00

DANA DEBEAUVOIR COUNTY CLERK

TRAVIS COUNTY TEXAS

STATE OF TEXAS §

COUNTY OF TRAVIS §

Signage Policy for
ShadowGlen Residential Property Owners Association, Inc.

WHEREAS that certain Declaration of Covenants, Conditions and Restrictions for ShadowGlen Residential Properties is filed as Document No. 2003066593 of the Official Public Records of Travis County, Texas, and that certain Supplement to Declaration of Covenants, Conditions and Restrictions for ShadowGlen Residential Properties is filed as Document No. 2003201024 of the Official Public Records of Travis County, Texas (together with all amendments, the "Declaration");

WHEREAS owners of the residential lots subject to the Declaration are automatically made members of the ShadowGlen Residential Property Owners Association, Inc. (the "Association");

WHEREAS Section 12.1 of the Declaration prohibits members from erecting signs on their lots without the prior written consent of the Association's board of directors (the "Board");

WHEREAS the Board has previously elected to adopt a policy to pre-approve the placement of certain signs on lots, with such signage Rules recorded in document no. 2008023297 of the Official Public Records of Travis County, Texas, and whereas the Board has amended the signage Rules, the attached Signage Rules replace and superseded the signage Rules filed of record in document no. 2008023297;

THEREFORE the Board has approved and adopted, and by these presents does approve and adopt, the attached Signage Policy - 2010, subject to the restrictions and conditions contained therein.

APPROVED and ADOPTED the 2nd day of MARCH, 2010.

The Board of Directors for
ShadowGlen Residential Property Owners Association, Inc.

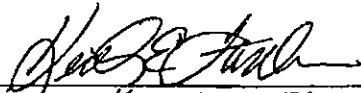

Name: KEITH E. FASERU
Title: PRESIDENT

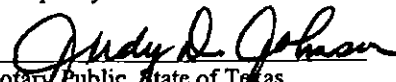
Exhibit "A": Signage Policy - 2008

Acknowledgement

STATE OF TEXAS §

COUNTY OF TRAVIS §

This instrument was executed before me on the 2 day of March, 2010, by Keith E. Faseru in the capacity stated above.


Notary Public, State of Texas

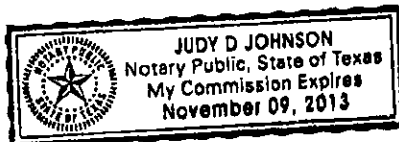


Exhibit "A"

SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.

SIGNAGE POLICY – 2010

Section 12.1 of the Declaration of Covenants, Conditions and Restrictions for ShadowGlen Residential Properties provides that lot owners may not place or erect any signs on their lots or common areas without the prior written consent of the Association's Board of Directors. The Board has adopted this signage policy to pre-approve the placement of certain "for sale" and "for lease" signs on lots. Unless and until this policy is repealed or amended, an owner may place a sign on their lot that complies with this policy without receiving any additional approval from the Board. The Board retains the right to repeal or amend this policy at any time without prior notice to or consent of any party. If an owner wants to place a sign on his or her lot that does not comply with this policy, they must submit a written request to the Board and receive approval prior to erecting the sign.

PRE-APPROVED SIGNS

"FOR SALE" and "FOR RENT" SIGNS BY INDIVIDUAL OWNERS: Owners are authorized to place one (1) standard sign on their lot to advertise that the residence is "For Sale" or "For Lease." The sign must also comply with the following conditions:

- (i) Sign must be ground-mounted in the front yard of the lot.
- (ii) Sign must be located on a Lot and set back (toward the interior of the Lot) at least 5' from the sidewalk.
- (iii) Sign face(s) must be no larger than 18" x 24" in size.
- (iv) Sign must be oriented so that it is parallel to the street in front of the residence.
- (v) Sign must be composed of standard materials, paint coloring and lettering. No lighting, balloons, or other "non-standard" materials may be attached to related to the sign.

"FOR SALE" and "FOR RENT" SIGNS BY BUILDERS:

Lot owners who are professional builders are pre-approved to place "For Sale" or "For Rent" signs on their lots subject to the same conditions outline above for individual owners, except that the sign may be located on the front of the lot at the right-of-way line.

Adopted the 2nd day of MARCH, 2010.

BOARD OF DIRECTORS FOR
SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.

After recording, please return to:
Niemann & Niemann, L.L.P.
Attorneys At Law
Westgate Building, Suite 313
1122 Colorado Street
Austin, Texas 78701

Fileserver:CLIENTS:Shadowglenn:SignPolicyRev2-10.doc



FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Dana Debeauvoir

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS

March 11 2010 09:14 AM

FEE: \$ 24.00 2010033520

SHADOWGLEN GUIDELINE REVISIONS

STORAGE STRUCTURES

Provided that the express written consent of the ARC is secured prior to installation, one (1) storage building, limited to a maximum height of seven (7) feet from the ground to its highest point, and also limited to a size at a maximum of 100 square feet of floor area, may be placed on a particular lot. However, all colors and materials on the structure must remain consistent with the exterior materials on the home. Metal structures are strictly prohibited. In no instances can the structure be placed in a utility easement. In addition, it shouldn't be any closer than (5) feet from the side property line; or any closer than (10) feet from the back property line. Finally, no storage structure of any type is permitted unless the specific lot involved is completely enclosed by fencing.

BASKETBALL GOALS

Basketball goals are acceptable as long as they are no closer than ten (10) feet from the back of the curb on a cul-de-sac lot and fifteen (15) feet from the back of the curb on a typical lot. In no case can the basketball goal be placed in the street right of way.



OTHER 2006113099
3 PGS

SCANNED

STATE OF TEXAS

COUNTY OF TRAVIS

**RULES AND REGULATIONS
SHADOWGLEN RESIDENTIAL PROPERTY OWNERS ASSOCIATION, INC.**

The Declaration of Covenants, Conditions and Restrictions for ShadowGlen Residential Property Owners Association, Inc. was filed and recorded in Document 2003066593 of the Official Public Records of Travis County, Texas.

The attached Rules and Regulations (Exhibit A) were adopted by the board and are hereby filed of record.

Executed this 15th day of June, 2006.

ShadowGlen Residential Property Owners Association, Inc.

By: Niemann & Niemann, LLP
Attorneys and authorized agents

By: _____

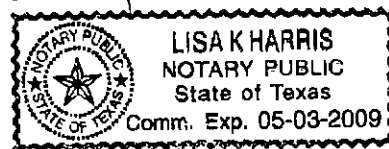
STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on the 15th day of June, 2006 by _____
in the capacity stated above.

Notary Public, State of Texas

Exhibit A: Rules and Regulations

After recording, please return to:
Niemann & Niemann, L.L.P.
Attorneys At Law
Westgate Building, Suite 313
1122 Colorado Street
Austin, Texas 78701



STATE OF TEXAS
COUNTY OF TRAVIS

SCANNED

Rules and Regulations:
Shadowglen Residential Property Owners Association, Inc.

The Declaration of Covenants, Conditions and Restrictions for the Shadowglen Residential Property Owners Association, Inc. was recorded in Document No. 2003066593 of the Official Public Records of Travis County, Texas, (together with all subsequent amendments, the "Declaration") and gives the board of directors of Shadowglen Residential Property Owners Association, Inc. the power to adopt rules governing the property described in the Declaration. The Board has adopted the following rules:

Section 1. **Suspension of Privileges/Fines.** In the event of a violation of the Declaration, Bylaws, or any rules and regulations of the Association, the Board of Directors, acting on behalf of the Association, in addition to any other remedies provided by the Declaration, Bylaws, or rules and regulations and remedies available pursuant to State statute or other law, may

- (1) suspend or condition the right of an Owner and any tenants, occupants, or guests to use of facilities (including all or part of any common areas) owned, operated, or managed by the Association;
- (2) suspend an Owner's voting privileges in the Association as a Owner, as further provided in the Declaration and Bylaws;
- (3) record a notice of non-compliance encumbering the Lot;
- (4) levy a damage assessment against a Lot for damages caused by Owners' actions in violation of the Declaration, Bylaws, or Rules;
- (5) levy late fees, collection costs and/or deed restriction enforcement costs (including attorneys fees) against a Lot, and
- (6) assess a fine against the Lot Owner and Lot for the violation of Owner, his tenants, occupants, or guests.

The Association must comply with any notice requirements of state law. Owners are responsible for all violations of their occupants, tenants, guests, agents and invitees.

Any amounts charged to an Owner under these procedures may be collected in the same manner as regular assessments under the Declaration, including lien and foreclosure rights to the extent permitted by law.

It is the owners' responsibility to notify the association, in writing, when a violation has been cured so as to stop any fines from being assessed. Fines may continue to be assessed until the association receives this notice from the owner.

Section 2. **Attorneys Fees.** The Association may assess reasonable attorneys fees to an Owner's account for nonpayment of amounts due or other violations of the Declaration, Bylaws, or rules.

Section 3. **Non Waiver.** The failure of the Association to enforce any provisions of the Declaration, Bylaws, rules, or procedures shall not constitute a waiver of the right to enforce the same thereafter. All remedies in the Declaration, Bylaws, and rules are cumulative and not exclusive.

Section 4. **Payments.** The Association in its discretion and without notice to the Owner may apply amounts received from Owners to non-assessment items or other amounts due and owing the association regardless of Owners' notations on checks or otherwise. The Association may at any time without notice require payments to be made in cash or certified funds.

SCANNED

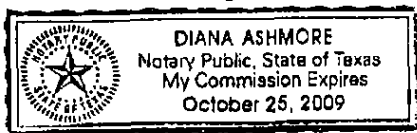
Shadowglen Residential Property Owners
Association, Inc.

By: Danny

Title: Board Member

STATE OF TEXAS
COUNTY OF TRAVIS

This instrument was acknowledged before me on June 6, 2006 by
Danny Burnett



Diana Ashmore
Notary Public for the State of Texas
Printed name of notary Diana Ashmore
My commission expires October 25, 2009

After recording, please return to:
Niemann & Niemann, L.L.P.
1122 Colorado St., Suite 313
Austin, Texas 78701

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FILED AND RECORDED

OFFICIAL PUBLIC RECORDS

Dana DeBeauvoir

2006 Jun 16 11:20 AM 2006113099

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DANA DEBEAUVOIR COUNTY CLERK
TRAVIS COUNTY TEXAS