Riverwalk ACC Building Guidelines

**PREFACE**

The Riverwalk Architectural Control Committee (ACC) was established for the sole purpose to oversee and govern all new architecture, building construction, new additions and alterations to structures and properties in Riverwalk. The ACC follows the same intent and guidance as set forth in the Covenants, Conditions and Restrictions (CCRs) also referred to as Deed Restrictions (Section I-V) to which each property owner is bound to. The Deed Restrictions empower the ACC as the sole and final administrative body for approval on the neighborhood level. The purpose of these Building Guidelines is to provide clarity to the CCRs (Deed Restrictions) and establish the minimum construction standards that will be reviewed and approved by the ACC. In addition, Property Owners and Builders must also comply with all applicable State and County regulations. All requirements relating to building construction are administered by the Riverwalk ACC.

The purpose of the ACC is to protect the values of the properties and homes in Riverwalk. The goal of the ACC is to encourage the construction of homes and structures of good architecture design, quality and proper size in accordance with the Deed Restrictions and Building Requirements. Approval or disapproval of construction based on matters of harmony of external design as compared to existing and proposed structures, location, topography or finished grade elevation will be decided by the ACC.

Riverwalk has long been identified as a “Wooded Oasis” and the ACC will preserve the harmony and aesthetics of the neighborhood.

These policies contribute toward a very substantial appreciation for the investment value of properties as the community matures. This document may be revised by the ACC at a future date as deemed necessary by the ACC.

Although these guidelines primarily address new home construction, they are applicable to new additions and/or alterations as well.

**REQUIREMENTS**

1. Submit a completed construction application through the Spectrum Website or on the Spectrum APP. Reference <http://www.spectrumam.com>

Packages Must Include the Following

* Two (2) full size sets of construction drawings to include the following:
  + Property Survey showing front, rear and side setback lines as well as any utility easements. Survey should indicate Sec, Lot, Block and physical address of property
  + Site Plan that includes position of residence on lot, location of garage, driveways, fences, sidewalks, pools, outbuildings and septic system as well as aerobic spray fields
  + Floor Plans, Electrical Plans and Foundation Plans
  + Elevation drawings showing all sides of the build with indication of materials of construction to satisfy the 51% masonry rule.
    - The Uniform Building Code defines masonry as a form of construction composed of stone, brick, concrete, gypsum, tile, glass block or other materials laid up unit by unit and set in mortar. (*REF: www.JamesHardie.com*)
  + Site/Building Plans must clearly identify soffit overhangs on all four (4) elevations so ACC can clearly verify there are no setback line encroachments. Foundation plan alone will not be sufficient.
  + Living Space and total square footage
  + Original Montgomery County Building Permit
  + Approved Montgomery County Septic Plan
  + Septic System Two-Year Initial Maintenance Contract
    - Partial form submittal with no signatures
  + Montgomery County Stormwater Management Program Compliance Certification (Erosion Control Method Installed)
  + All submitted documents must clearly show name, address and property legal description. All document information must match address and legal property description.
  + Exterior paint color samples of house and trim
  + Stone and/or masonry material samples (color photos or brochures are acceptable)
  + Roof material sample/manufacturer’s literature (color picture) or specifications

1. Culverts must be properly sized and installed per Montgomery County PCT 4 guideline and must be in place prior to beginning construction, this includes clearing of land. Culvert must be inspected and approved by Montgomery County PCT 4. Any culvert found not complying with these guidelines may be subjected to removal by Montgomery County PCT 4 at property owner’s expense. Reference <http://www.mctx.org>

* “Temp” culverts are not allowed, if permanent location of home and driveway is not known, “construction culvert” must follow same county approval and inspection requirements
* Access and egress through the open drainage ditch is not allowed
* Builders shall not block flow of water in open drainage ditches
* This ensures proper culvert sizing and sloping per county drainage plan to prevent flooding in our neighborhood

1. TCEQ (Texas Commission on Environmental Quality) erosion control must be in place before beginning construction including dirt work and must remain in place during construction through completion.

* Examples are silt fence or square hay bales
  + Reference: [www.TCEQ.TEXAS.gov](http://www.TCEQ.TEXAS.gov)
* Montgomery County requires a Stormwater Management Program Compliance Certification (Page 3 of the Residential Permit Application)
  + Reference: [www.mctx.org](http://www.mctx.org)

1. Riverwalk has long been identified as a “Wooded Oasis” and the ACC strongly encourages property owners / builders to preserve as many of the natural trees as permitted in the building process. Clear cutting of properties is highly discouraged.
2. Trees, brush and other construction debris must be properly disposed of as required by Montgomery County.
3. Water meter must be installed on site before construction can begin. Water may only be obtained from the water meter installed on the construction site.
4. Portacan is to be onsite during entire construction period. Portacan must be placed with door opening facing into the property. Property owner is responsible for the maintenance of the Portacan.
5. Temporary electric pole must be installed and connected for construction site electrical service. Use of generators for electrical service is not allowed.
6. Dumpster must be on site and properly maintained through the entire build process.

* No trash “surrounds” or trash pits are allowed
* Builder will not be allowed to burn construction debris
  + Refer to Montgomery County Fire Marshal’s Office
* Applies to new home construction only
* Streets must be kept clean from dirt and debris generated from the jobsite.

1. Residential Foundation Requirements

* This requirement can be found in CCRs for Sec 3, 4, and 5, but is strongly suggested by the ACC to be applied to Sec 1 and 2 as well.

1. Noise Restrictions (New Home Construction Only).

* Construction noise levels are governed by Montgomery County noise ordinance. [www.mctx.org](http://www.mctx.org)
* Recommended working hours for new construction should be no earlier than 7am and no later than 7pm.
* Please have your builder and contractors respect YOUR future neighbors.

1. ACC Permit Posting: The ACC will use a color coded visible permitting system to monitor all projects in Riverwalk

* GREEN TAG: Upon application and receipt of an approved ACC permit through Spectrum, a member of the ACC will place upon your property a Green ACC Permit. The purpose of this visible permit is to show that the property has applied and obtained the proper permit for the project.
  + NEW CONSTRUCTION: Permit shall be prominently displayed on the construction job board along with the Montgomery County Permit. Reference Riverwalk ACC Permit Display Guideline
  + IMPROVEMENT PROJECTS: Permit shall be displayed on a temporary wire frame yard sign provided by the ACC.
* YELLOW TAG: If a permitted project is does not adhere to the CCRs or Building Guideline, there will be a Yellow Permit Violation Sign posted over the Green Permit Tag. The property owner will have 10 days after the notice to correct any deficiencies. If the corrections have not been made within 10 days a Red Stop Work Order will be placed on the property.
* RED TAG: If a project fails to correct any issues identified on a Yellow Violation Tag, a Red Tag (STOP WORK ORDER) Tag will be placed over the Green Tag. If a Red Tag has been placed on your project, you are to stop work immediately until any and all deficiencies have been corrected. Failure to stop work may result in a legal Cease and Desist being placed on the property and could result in legal fines and fees.

1. The property owner of record is ultimately responsible for compliance with the CCRs (Deed Restrictions) and the ACC Building Guidelines. The owner shall be responsible for their contractors, their sub-contractors and any and all employees.
2. Please reference all other applicable guidelines and policies not covered in these building guidelines that are available on the Spectrum Website or APP.
3. Application for a permit indicates that the property owner and builder acknowledge and agree to the terms and conditions set forth in the CCRs and these Building Guidelines.

**OTHER**

1. Applicant will be notified by email of the approval or denial of their permit. Applicant may also be asked for additional information to support the permit application.
2. APPROVALS: Approvals are based on at least two (2) members of the ACC
3. DENIALS: Denials may be appealed to the Board of Directors.
4. Prior to the beginning of any project, property owner/builder must have their letter of approval (email) from the Management Company (Spectrum) and must display their approved Green Permit Tag.
5. No exterior change or addition to the approved plans may be made without first submitting the proposed changes to the ACC for approval
6. The ACC and the Board of Directors expressly disclaims any liability for damages that may arise as a result of inaccuracies in the documentation submitted including but not limited to inaccuracies in the surveys and/or discrepancies between surveys and recorded plats. Approval of the proposed plans is the understanding that the required documentation submitted by the property owner and/or builder is accurate and correct.

|  |  |  |
| --- | --- | --- |
| **Author** | **Issue Date** | **Revision #** |
| Willie Pratt | 8/1/2023 | 0 |