Fountain Lake Architectural Control

Version 3.0 / Revised 2025

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Fountain Lake Architectural Control

Introduction

Your community has protective Restrictions to help maintain subdivision appearance, property values, and quality of life. Residents, the Board of Directors, and the Architectural Control Committee (ACC) are active partners to accomplish these goals. Deed Restrictions provide standards for design, materials, and uniformity during construction, and then address on-going maintenance, exterior changes, and property use. ***Prior to starting any exterior renovations or maintenance, you should contact FLRA for guidance*** if your project requires ACC approval or not. There is form on the website @ http://www.flra.org/acc-process that provides guidance and is the homeowner request to FLRA & ACC for approval of an exterior project.

Please visit the FLRA website @ www.flra.org for further information and to review the Architectural guidelines. ACC email contact information is also available on the website.

Failure to request approval prior to the start of any exterior renovations or maintenance will result in your contractor being asked to stop work immediately. This will result in a delay to your project that can be avoided by following our ACC approval process.

NOTE: All approved projects must be started within 90 days of approval and finished within 12 months of approval. Failure to meet these dates will require you to re-submit the project for approval.

Deed Restrictions

The details of the Deed Restrictions can be viewed on the website @ http://www.flra.org/public-documents under "Declarations of Covenants, Conditions, and Restrictions".

Article V – Architectural Control, page 14 states:

5.1 PHYSICAL RESTRICTIONS. No building, fence, wall or other structure shall be erected or maintained upon any Lot, except as are installed, maintained, or improved in accordance with the initial construction of the buildings located thereon or as approved by the Association's Board of Directors or the Architectural Control Committee (ACC), Nor shall any exterior addition, change, improvement, or alteration to a Townhouse or Lot be made until the plans and specifications showing the nature, color, kind, shape, height, materials and location of the same are submitted in writing to the Architectural Control Committee of the Association. The request will be evaluated as to harmony of external design and location in relation to surrounding structures and topography, and in accordance with the approved community Architectural Control Guidelines. Approval of the request will be in writing from the Architectural Control Committee and subject to the approval of the Board of Directors

The "Fountain Lake Architectural Control" document attempts to explain more clearly the existing visual guidelines which help ensure the "harmony of external design" within our community. If conflicts arise between this document and the "Declarations of Covenants, Conditions, and Restrictions", the latter legal document will take precedence.

The "Declarations of Covenants, Conditions, and Restrictions" contains additional guidelines can be found under Article VIII – Use Restrictions, pages 17 – 19. Several of these items are repeated for emphasis in this document.

Guidelines for Home Alterations

It is recognized that some features of our homes, that were built in the eighties and intended for weekend use, are not practical for today's needs. For these reasons, the following guidelines have been developed to help homeowners plan modest changes without adversely affecting the character and charm of the community.

Homeowners desiring to make any changes, including those below, to their home exteriors must submit the request in writing prior to beginning any work. Continuity of design will be considered when the FLRA Board and the Architectural Committee grant approval and only then may work begin.

Windows

All windows frames should be brown, bronze, or black finish. Window frame material may be wood, metal, or vinyl. Painting of the window trim to meet the color requirement is allowed. No white or silver steel frame window frames are allowed.

Kitchen Garden Window

The original garden window may be replaced with either a new brown/bronze framed garden window OR with a brown/bronze framed single or double hung window. The new window shall have the same rough-in dimensions as the original window. Example of a new double hung window: Unit #123.

Kitchen Window Above Stove

The window above the stove (measuring 60" by 14") may be replaced with a smaller window measuring 28" by 14". When replacing the window, the siding must be replaced as well. Example of a new smaller window: Unit #103.

Bathroom Picture Windows

Bathroom windows may be replaced with smaller ones ***provided that both upper and lower windows are replaced at the same time*** and are between 14"-16" in height by 48"-60" in width, framed to look like the other windows, both in color and shape, and have obscure / frosted glass. Example of a smaller window: Unit #103, #105 and Unit #123.

Skylight Covers

Skylights on the roof can be covered over with fabric covers that are black or brown in color.

Sunroom Windows

The sunroom windows and roof originally were installed with plexiglass. Replacement of the plexiglass may be:

- New plexiglass;
- New solid glass windows – note the trim of the windows should be painted Fountain Lake brown; additionally, per building code and for safety, only safety glass windows should be installed;
- New single-hung or double-hung windows that open.

NOTE: The sunroom is the small room that is extends off the living room of the townhomes. ***All windows on the sunroom must be of the same type and material – no mixing of window materials or styles***. Example of a double-hung windows: Unit #102; example of sold glass windows: Unit #123.

Additions

Porches, porch covers and storage sheds are the only allowed additions. Homeowners shall take reasonable efforts in designing their addition(s) to minimize blocking other Homeowner's view of the Lake. All additions shall be built within the homeowner's approved deck footprint.

Porch Deck

The deck shall be built in the rear of the home and it shall be constructed of wood, and have railings with square spindles. The deck shall be stained brown or painted Fountain Lake brown. Repainting/restaining requires an approved ACC request form.

All patio decks must be constructed of wood. Any other material for patio decks must be approved by the FLRA board and the ACC prior to any construction. All patio decks must have a railing for safety purposes.

Homeowners only own the land approximately 2 – 5 feet around their home. The rest of the property is common property owned by all Fountain Lake residents. As more residents remodel their homes, the size of our patio decks seems to be increasing – consuming more of the common property.

The new deck porch standard (published in 2015) will be 15 feet from back door + an additional 3.5 feet for stairs for any new deck request coming forward. The stairs from the deck must end at least 1 foot from the sidewalk to avoid any encroachment. The farthest point forward for the remaining deck should be no longer than a perpendicular line from the 15 feet from the back-door line (no extensions on either side that extend further than 15 foot from back-door point). ***Existing decks that do not meet this standard will be grandfathered UNTIL they are replaced.*** All replacement of decks must adhere to the new 15-foot rule.

Porch Deck Cover

See the section on "Roofs" for more detailed guidance on permanent porch covers.

Storage Shed

Storage sheds may be built in the rear of the home within the homeowner's approved deck footprint (Rear meaning the side of the home that faces predominately toward the lake). Modest storage may also be built in the front of the house that faces parking underneath the kitchen window. Storage sheds must be built of materials of construction that have the same appearance as the house exterior. Prefabricated storage sheds may be approved depending on the materials and color of the shed.

All storage sheds (whether built-in or prefabricated) require prior ACC approval.

Porch Deck & Balcony Railing

All porch decks and balconies must have railings which are to be constructed with square spindles with a solid flat top. For additional structure support, a pocket type top rail construction can be used. No raised posts above the top railing are currently approved. Example of a rail standard: Unit #103 & #123.

Porch Sun Shades

Porch sun shades may be added to a porch deck if they are brown/neutral tone material that blends in with Fountain Lake Brown. Sun shades must not be left in the DOWN position for long periods of time but are only DOWN when they are in active use by the homeowner. All other times the sun shades must be rolled up and out of sight. If you plan to install sun shades, please submit an ACC request for approval.

A/C Unit Fences

Homeowners may enclose/hide their A/C units with a wood fence NOT TO EXCEED 4' in height. New fence requests must be approved by the ACC.

Concrete Slab

NO concrete slab shall be erected anywhere on the property outside of the existing home's exterior walls WITHOUT prior FLRA Board approval. No maintenance of sidewalks or roadways shall commence WITHOUT prior FLRA Board approval.

Exterior Home Color

Home exterior must be painted with "Fountain Lake" shade of brown. If you have a question on exterior paint color, contact the FLRA board of directors or the ACC for approval prior to painting. Repainting requires an approved ACC request form.

Suggested color formula for exterior should be: ***Valspar Exterior Paint – Burnt Tile #6011-2.***

Suggested color formula for underside of patio cover should be: ***white, or FL Brown, or some color of light blue for spider control (ask ACC).***

Exterior Door Color

The front and back exterior doors may be painted any color the home owner determines. There is no need for ACC approval for changing the paint color on the exterior doors. If the home owner decides to replace the exterior doors, ACC approval is required to approve the new door style.

Exterior Siding

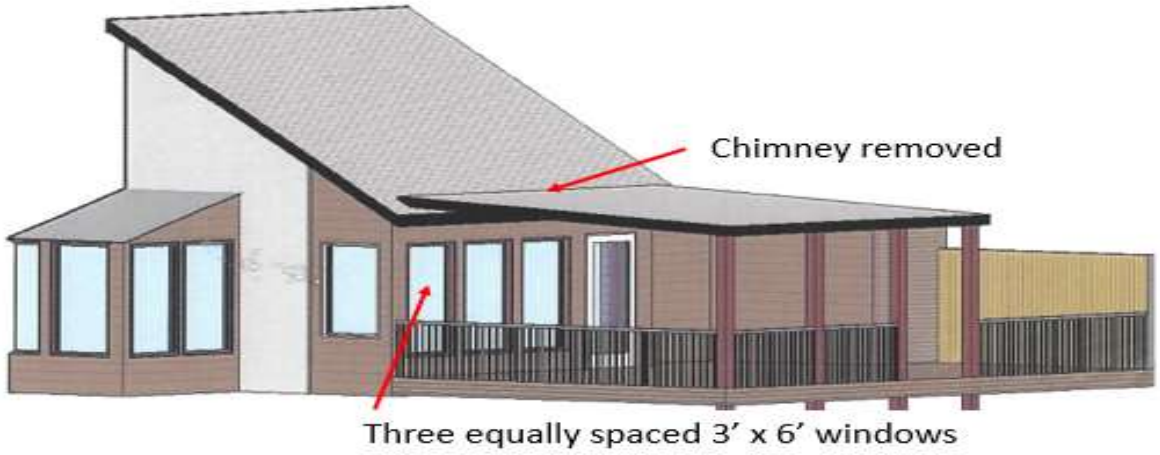
The original exterior siding was made from wood. When replacing the exterior siding, fiber cement siding (i.e. HardiPlank®) is now recommended for fire protection and better longer-term maintenance. The siding facing the street is installed on a slant/angle to provide a unique visual architecture effect. The exterior siding along the rear is installed parallel to the ground. These architectural features must be maintained when replacing the exterior siding.

Sliding Glass Doors

Sliding glass doors are the standard for the exterior doors off the bedrooms, upper room, and the living room. If replacing, **EITHER** Sliding Glass Doors, **OR** French Patio Doors may be used. ***All doors on any one (1) side of a unit must match; No mixture of Sliding Glass Doors AND French Patio Doors allowed on any one (1) side of a unit.*** ACC approval is required for any door change.

Fireplace Chimney

The original Architectural standard for Fountain Lake requires every unit to have a fireplace chimney (functional or not). See unit #101 for an example of a non-functional fireplace chimney. This Architectural standard was changed in 2018 to allow for 3 equally spaced windows to be installed that are 3'x6' when the fireplace/chimney removed. See Unit #106 for an example of windows without a chimney.



Homeowners who wish to install an electric fireplace insert may remove the unnecessary portion of the chimney down to the roof line (or below the roof line with a detailed drawing including measurements and with approval of the ACC). Homeowners who wish to remove their chimney for other reasons, may do so with ACC approval to replace the chimney space with matching siding and are no longer required to replace the wall with 3 equally spaced 3' x 6' windows.

Roofs – House & Porch

This section covers roofs and porch deck covers.

Roof Shingles

There have been attempts by the ACC to set a single roof shingle standard for Fountain Lake. Unfortunately, over time, manufacturers change the names/specifications, and the ACC is not able to keep up with a single standard. **Hence the FLRA board and the ACC require all homeowners to seek approval of their shingle BEFORE starting on any re-roofing project to ensure the shingle will meet visual standards.** For the duplex units, the desire is for both units to use the same shingle, when possible, to ensure seamless visual continuity between the units.

Porch Deck Covers

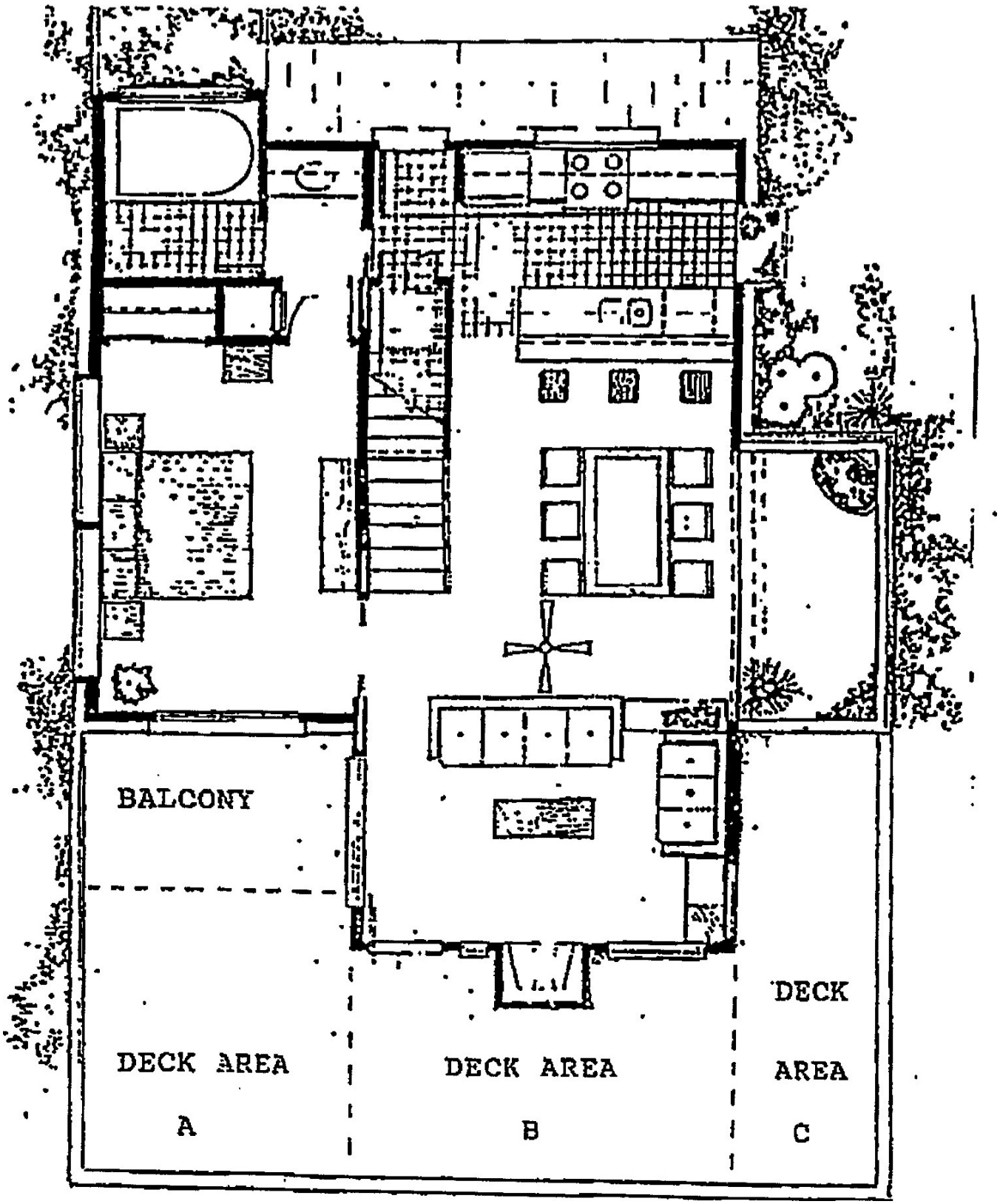
Temporary porch covers are allowed for a short-term use basis only – such as a weekend or 1-week-long visit. Temporary porch covers are not allowed long-term such as a month or longer for both safety and visual rules. Temporary porch covers includes tents, canopies, and pop-up structures.

A permanent cover may be constructed over the deck and it may extend across the width of the deck except over the area in front of the bedrooms. The support beams shall be either located inside the deck railing or built as an integral part of the railing. Beams shall be either stained brown or painted Fountain Lake Brown. The exterior side of the permanent cover shall be brown.

For porch deck covers, there is a deck cover standard that MUST be adhered to by all owners. Using the graphic below, the Fountain Lake deck cover standard states:

1. No deck cover may block another homeowner's view of the lake.
2. No deck cover be built over AREA "A" when they are adjoining units (duplex style unit).
3. No deck cover may cover the ENTIRE deck.
4. Homeowner's may cover ANY TWO OF THE THREE AREAS on their deck, with ACC approval.
5. Patio cover sections must be a consistent color (all bottoms must match and all tops must match).

(Graphic follows on next page)


BALCONY
DECK AREA
A
DECK AREA
B
DECK
AREA
C

Landscaping

This section covers lawns, landscaping, and trees.

Lawns

The common area lawns and grass in the reserve are mowed by an approved lawn service sourced by the FLRA Board of Directors. Common area lawns have no irrigation system and are not watered. There is a Director of Lawns and Pools on the board if you have questions.

Landscaping

Landscaping maintenance is the responsibility of each homeowner. Should a homeowner wish to add to, remove, or modify their existing landscaping around their home, a plan needs to be submitted to the ACC along with an ACC request form. No landscaping should extend farther than 5-feet from the exterior walls of the home. Should a homeowner no longer wish to maintain their landscaping, it may be removed and turned back to lawn that will be mowed by the approved lawn service company.

Trees

The majority of trees are located within the common areas. Trees provide natural habit and shade and make the community a pleasant place to live and visit. Should you notice a tree that needs attention, notify the Director of Lawns and Pools on the board.

As the trees grow, it is the responsibility of each homeowner to trim the tree branches to keep the tree branches off their roofs.

Should a homeowner desire to plant a new tree, a plan needs to be submitted to the ACC along with an ACC request form. Sight lines need to be considered to ensure that neighbors views are not impacted once the tree matures.

Architecture Approval Process

The Architecture Approval procedures are intended to foster Homeowner awareness of the mutual benefits that result by adherence to reasonable Architectural Controls. These procedures are based on the requirement that the Associations Board of Directors establish such procedures pursuant to the letter of agreement between the Association and Fountain Lake Inc. dated September 4, 1991.

While we encourage everyone to take an active role in the improvement and maintenance of their homes, we must all comply and adhere to the deed restrictions and gain Architectural Control Committee approval prior to any alterations being started. Since any exterior change can affect us all, we remind you that the requirements in the Declaration of Covenants, Conditions, and Restrictions, Article V, ARCHITECTURAL CONTROL, must be followed.

Approval Process

Note: website link to the process: http://www.flra.org/acc-process

The procedure for getting a project approved is reasonable and not complicated. If you plan to build or change anything on the outside of your structure, you must:

1. Fill-out and submit the Architecture Request form (see Attachment or website). This will be used for tracking your request.
2. Additionally, submit 2 copies of your plans through the Association's Directors either by mail, email, or in person at the regular monthly Board of Director's meeting. A simple note, a sketch of the change, a description of what it is, where it will be located, the dimensions, color, and materials are usually all that is required. The preference of FLRA BOD is for the homeowner to attend the monthly FLRA BOD meeting to present your proposal in-person and answer questions from the board.
3. You must receive approval back from the FLRA BOD and Architecture Committee before starting any work. Most requests for approval should be addressed within 30 days after the FLRA BOD receives the request. All proposals will be considered at the Board meeting. If your request is complete with all specifications, and within community standards, it will be passed to the Architectural Control Committee no later than 5 days following that monthly BOD meeting. The ACC Request form contains a list of common changes that may be approved by the Board and do not require the additional approval of the ACC. Approved or rejected plans will be issued from ACC to the Board for transmittal to the requesting homeowner.

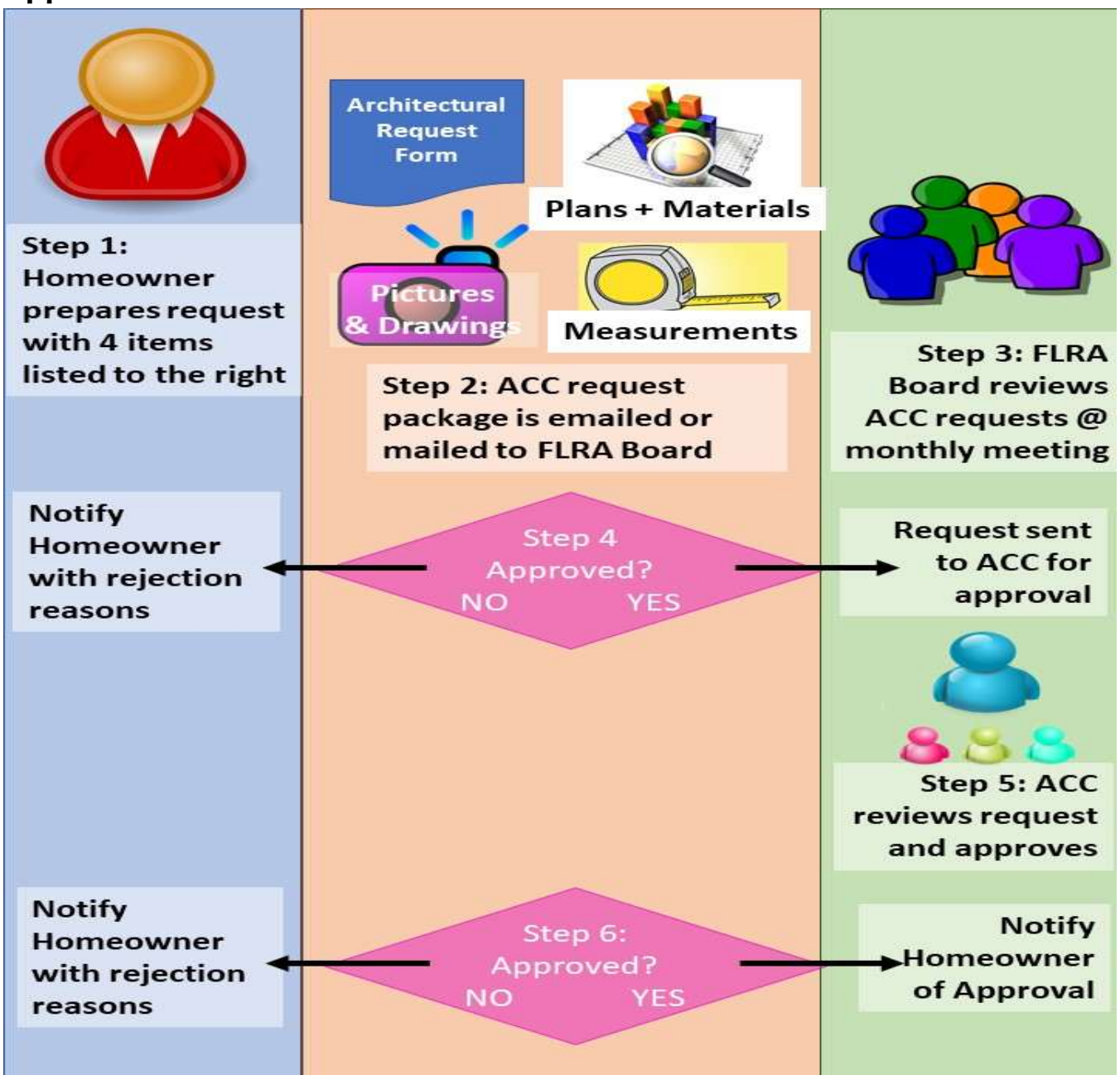
Submit all requests through your Association's Directors via email @ flra_bod@yahoo.com OR at the following address:

FLRA
Attention: Architectural Control Committee
200 Fountain Lake #105
Livingston, TX 77351

You may text or email the Association's Directors to shorten approval time for your project. Ensure you have approval of your project before signing any contractor agreements and scheduling work.

To protect and preserve all our investments, your Association has an obligation to enforce the Restrictions that we accepted when we obtained our property. Your neighbors and friends truly appreciate your cooperation and the ongoing commitment to make Fountain Lake a place we can all be proud of.

Approval Process Visual



What's Not Allowed

Certain changes are not allowed at Fountain Lake. If any of these additions exist as part of any unit today, in the event of a major remodeling or repair, the approval for these additions will need to be re-submitted to the Architecture Control Committee for re-approval.

Some examples of additions not allowed (not an all-inclusive list):

- Property Fences – excludes deck fences that separate attached duplex units' decks;
- Screened porches
- Permanent sports equipment (i.e. swing sets or basketball hoops). Any sports equipment on common property longer than 1 week is considered "permanent" and not allowed.

How to Update the Architectural Controls

Updates to the Architectural Controls are made via a vote of all the townhome owners and the vote receiving 51% approval (18 homeowners' approval). These updates are generally voted on during the annual HOA meeting. Any updates to the Architectural Controls must also be in-line with the existing Deed Restrictions (Declarations of Covenants, Conditions, and Restrictions).

How to Appeal an ACC Decision

Should a homeowner wish to appeal an ACC decision on a rejected ACC Request, that homeowner can raise the appeal during the annual HOA meeting and if the homeowner can garner 51% approval (18 homeowners' approval), then his ACC request rejection can be overturned and approved.

Document Version History

DATE	VERSION	DESCRIPTION OF CHANGE
2017	1.0	Creation of this document from previous Architectural Control guidelines information
2022	2.0	Updates with changes approved during the 2022 HOA meeting related to chimney removal + minor updates
2025	3.0	Updates with changes approved during the 2025 HOA meeting: Chimney pp. 8; Windows pp. 5; Sliding Doors pp. 7

Attachments

The Architecture Request form is attached; this will be used for tracking your request. The form is available on the website @ http://www.flra.org/acc-process. The website provides guidance and how the homeowner requests approval to FLRA BOD & ACC for an exterior project.

FLRA Architectural Request Form

Reminder: ANY exterior work needs to have an Architectural Request form submitted (and approved) PRIOR to any work being started.

Unit Number	Name
Phone	**Mobile Phone**
Project Start Date	**Contractor Name & Phone Number**

The goal of the Architectural Request process is to ensure that any exterior work is compliant with the FLRA Architectural Guidelines and CC&R's PRIOR to buying materials or starting work, ultimately eliminating disagreements and/or costly rework.

Project Description: (Check ACC Category 1 OR ACC Category 2 – whichever applies)

_____ **ACC Category 1: "Like-for-like" replacements or repairs**

- **These projects may be approved by the Board, without going to ACC**
-

- change or replace exterior light fixture
- change, replace, or repaint front/back door OR front/back screen door
- repaint exterior of townhouse Fountain Lake brown including repair & replacement of damaged siding
- repaint/stain existing wood balconies/deck/railings Fountain Lake brown including repair & replacement of wood planks (no footprint change)
- replace roof with approved dark brown shingles - with or without removal of skylights

**** ALL OTHER PROJECTS MUST BE SUBMITTED WITH DESIGN DETAILS ****

_____ **ACC Category 2: All other project/replacements**

- **Requests must go to the FLRA Board and ACC for approval**
-

Process for review: Attach photos and/or scale drawings specifying all dimensions, design, color, and materials. The more information you provide, the quicker the decision from ACC. Your requests will be considered at the next FLRA Board Meeting and then forwarded to the Architectural Control Committee. The FLRA Board will contact you with approval/rejection after ACC reviews your request. **Please consider attending the FLRA Board meeting in-person to present your request and address any questions.**

Date Homeowner Notified	Architectural Request Decision
	Approved / Not Approved

Submit all requests through your Association's Directors via email @ flra_bod@yahoo.com OR at the following address:

FLRA
Attention: Architectural Control Committee
109 Fountain Lake
Livingston, TX 77351

NOTE: *All approved projects must be started within 90 days of approval and finished within 12 months of approval. Failure to meet these dates will require you to submit the project for approval again.*

Form Tracking Information, to be completed by FLRA BOD and ACC.

Date FLRA BOD Received Request / Form	**Form completed with description & drawings**
	Acceptable / Not enough information
Date FLRA BOD Meeting	**FLRA BOD Decision**
	Approved / Not Approved
Date sent to ACC for decision	
Date ACC Decision	**ACC Decision**
	Approved / Not Approved
Date Homeowner Notified	
Additional Comments	