



KNIGHTS BRIDGE

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Homeowners Association

KBE Covenants, Conditions and Restrictions

All Knights Bridge Estates residents should read this entire section for a thorough understanding of your responsibilities as a homeowner, defined by the Covenants, Conditions and Restrictions (CC&Rs) governing the Knights Bridge Estates Association. The Covenants, Conditions and Restrictions keep our neighborhood in compliance with City of Richardson Codes and Ordinances. The CC&Rs are enforced by the Board of Directors you elect each year.

As a courtesy, we have compiled a list of Frequently Asked Questions pertaining to the CC&Rs. We hope this list will help answer your questions and give you a better understanding of the basic restrictions set forth in the CC&Rs. The answers given are excerpts from the existing CC&Rs and are not the document in its entirety. If you do not see a covenant that addresses your concerns or questions, please feel free to contact Junction Property Management or a member of the Board of Directors.

CC&Rs Frequently Asked Questions:

1. What changes to my home require HOA architectural approval prior to making the change?
2. Where can I get a copy of the Architectural Request Form?
3. What am I required to do to maintain my lot?
4. What Lot Improvements or Additions can be made to my property?
5. Can I store my boat or camper at my house?
6. What kinds of signs am I allowed to have visible on my property?
7. Are there any restrictions concerning pets I should be aware of?
8. Why did I receive a violation letter and what should I do now?
9. What changes to my property require a City of Richardson Building Permit?

1. What changes to my home require HOA architectural approval prior to making the change?

1. The Association has adopted Architectural Guidelines for making changes to the exterior of your home to maintain the aesthetic value and integrity of our community. *No building, fence, wall, parking area, swimming pool, spa, pole, mailbox, driveway, fountain, pond, tennis court, sign, exterior color or shape, or new or modification of a structure* can be erected on any lot after the original purchase until the plans and specifications, showing the nature, kind, shape, height, materials, and locations of the improvements are submitted to and approved in writing by the Board of Directors.
2. (See Article V)
3. Plans and specification must be submitted to the Board at least thirty days prior to the commencement of any construction or modification. No construction, alteration, change or modification shall commence until written approval of the Board is obtained.
4. (See Article V)

2. Where can I get a copy of the Architectural Request Form?

A copy of the Architectural Request Form is located in the KBE Handbook (Section 7) and can also be found on our website.

Use this form to request the Board to review your lot and/or home improvement plans requiring approval according to the Covenants, Conditions and Restrictions (CC&Rs) governing this Association. The Architectural Request Form and other documents that should accompany your request may be mailed or faxed to Junction Property Management as indicated on the form.

3. What am I required to do to maintain my lot?

1. All residences shall maintain and care for property landscaping. All improvements and all trees, foliage, plants and lawn on the lot must be kept in good condition in conformity with the general character and quality of properties in the immediate area. Maintenance and repair includes, but is not limited to the following:
 - Replacement of worn or rotted components
 - Regular painting of all exterior surfaces (if colors change, the change must be approved by the HOA Board of Directors)
 - Maintenance of roofs, rain gutters, downspouts, exterior walls, windows, doors, walks, drives, parking areas, carport coverings, and patio coverings
 - Regular mowing and edging of lawn and grass areas (See Article VI, Paragraph 6.16a)
2. All lots shall include grassed front and side yards, a minimum of eight two-gallon shrubs and a minimum of two three-inch caliper trees in front yard.
3. (See Article VI, Paragraph 6.15)
4. All fences and walls must be constructed of masonry, brick, wood or other material approved by the HOA and erected in accordance with the ordinances of the City of Richardson. (See Article VI, Paragraph 6.11)

4. What Lot Improvements or Additions can be made to my property?

1. No building other than your home can be erected on your lot without the prior consent of the HOA Board of Directors.
2. (See Article VI, Paragraph 6.1)
3. No building materials for improvements can be placed or stored on any lot until construction is ready to commence and then must be placed totally within the property lines of the lot being improved.
4. (See Article VI, Paragraph 6.6a)
5. Antennas, satellite dishes or other equipment for receiving or sending sound or video signals should be located on the property screened from view from any adjacent street or other public area when at all possible.
6. (See Article VI, Paragraph 6.6m)

5. Can I store my boat or camper at my house?

1. No boat, marine craft, hover craft, aircraft, recreational vehicle, pickup camper, travel trailer, motor home, camper body or similar vehicle or equipment may be parked for storage in the *driveway* or *front yard* of any residence. Neither can they be parked on any *public street*.
2. (See Article VI, Paragraph 6.6b)
3. Approval to store or park a boat, marine craft, hover craft, aircraft, recreational vehicle, pickup camper, travel trailer, motor home, camper body or similar vehicle or equipment, can be requested of the Board. Once approval has been obtained, the vehicle must be stored or parked in the *side* or *rear yard* of the residence. Additionally the vehicle or equipment must be *properly concealed* from public view as outlined at the time of Board approval.
4. (See Article VI, Paragraph 6.6b)

5. No boat, marine craft, hover craft, aircraft, recreational vehicle, pickup camper, travel trailer, motor home, camper body or similar vehicle or equipment can be used as a residence or office, temporarily or permanently.
6. (See Article VI, Paragraph 6.6b)

6. What kinds of signs am I allowed to have visible on my property?

1. No commercial vehicle with painted advertisement shall be permitted to park overnight on the property.
2. (See Article VI, Paragraph 6.6c)
3. No sign of any kind or character shall be displayed to the public view on any lot except for one professionally fabricated sign of not more than six square feet advertising the property for rent or sale. The Homeowners Association or Management Company has the right to remove any sign or other advertising structure and cannot be held liable for trespass or any other liability in connection with removing such signs.
4. (See Article VI, Paragraph 6.6s)

7. Are there any restrictions concerning pets I should be aware of?

1. No more than four pets will be permitted on each lot. Pets must be restrained or confined to the homeowner's rear yard within a secure fenced area or within the residence and must be properly registered and tagged for identification in accordance with local ordinances.
2. (See Article VI, Paragraph 6.6g)
3. Pet Owners are responsible to keep the lot clean and free of pet debris and odor noxious to the adjoining lots.
4. (See Article VI, Paragraph 6.6g)

8. Why did I receive a violation letter and what should I do now?

1. If an owner fails to maintain a lot or is found to be out of compliance with any of the CC&Rs, the Association, at its discretion, can send a violation letter requesting the owner bring the property into compliance. If you have questions concerning the violation letter you can contact a member of the Board or Junction Property Management for assistance.
2. Ten days after sending a written notice, if the owner has not brought the property into compliance, the Association may have a representative enter the property and resolve the violations. The owner will then be provided an itemized statement of such work and must reimburse the Association within ten days of receipt of the invoice.
3. (See Article VI, Paragraph 6.16a)

9. What changes to my property require a City of Richardson Building Permit?

The City of Richardson Building Inspection Department reminds homeowners that any repairs, remodeling, and/or additions you are considering may require a building permit whether you do it yourself or hire a contractor. As a general rule, if there is a contractor doing the work for you, he should be the person obtaining the permit. If you are doing the work yourself, or are acting as the general contractor, then you the homeowner may obtain the permit.

The following is a partial listing of types of work that **require** City permits:

- Re-roofing, roofing repairs

- Foundation repairs
- Carports (new or replacement)
- Patio covers (new or replacement)
- Exterior siding (new or replacement)
- Fences (new or replacement)
- Decks (over 24 inches above ground)
- Retaining walls (over 42 inches in height)
- Spas, hot tubs (including portables) and above ground pools with equipment packages
- Greenhouses
- Storage buildings
- Radio towers
- Room additions
- Garage enclosure (including only partial enclosure)
- Miscellaneous work:
 - Lawn sprinklers
 - Water heater replacement
 - Shower pan replacement
 - Vent-a-hood replacement
- Interior remodeling involving electrical, plumbing or any framing or carpentry work

To obtain information regarding the City's permit requirements or to verify if a permit is required for the type of work you are considering, please contact the City's Building Inspection Department.

City of Richardson - Building Inspection Department

Phone: (972) 744-4180 Weekdays 7 a.m. to 5 p.m.
(972) 744-4191 24-Hour Recorded Information
(972) 744-4181 Inspection Request/Automated Fax Line

On-line: www.cor.net

Address: Richardson Civic Center
411 W. Arapaho Rd., Room 108
Richardson, TX 75080
Office Hours: Weekdays 8 a.m. to 5 p.m.