

# Highland Meadows Home Owners Association

Colleyville, Texas

May 2020 Newsletter

## A Reminder of HOA Covenants, Conditions and Restrictions...

With most of us spending a lot of time around our homes and tackling new projects, we wanted to take a few minutes and remind you about issues covered by our CCRs (Covenants, Conditions and Restrictions – or Deed Restrictions) for Highland Meadows HOA. This is in response to phone calls to CMA, some questioning if it is possible to take on a project and others concerned that their neighbor is doing something prohibited by the CCRs.



We hate to be the bearers of bad news, but you can't keep chickens, pigs, sheep, bees, cows, ducks, goats, turkeys, skunks, or horses on your Highland Meadows property. With all of this time on your hands, we've heard that some of our neighbors are jumping into raising livestock – which is prohibited by our CCRs and the city of Colleyville. Thankfully, the ducks that fly over and land in our pools don't count as violations!



The main issues that CMA hears about are: animal noise violations; prohibited animals; brush and trash cans left at the curb; and landscaping issues.



The following language is directly from our CCRs. We all received a copy when we bought our houses. CCRs may be downloaded from our website. Email the President and she will send you a copy via email.



Complainants to HOA: CMA receives about 10 homeowners call per month. Recently, homeowners have reached out to CMA with complaints in regards to sheep, chickens and chicken coops, a rooster, brush left curbside (one more than a month), and bushes that need trimming. CMA has a compliance control person that drives the neighborhood twice a month. If a violation is noticed, you will receive a 'friendly reminder' postcard citing the issue and giving you a time-frame for it to be rectified. Please call CMA for clarification, if you need additional time, or if you feel this was in error. CMA issues about 25 violation notices per month.

## FREQUENT VIOLATIONS AND ACC ISSUES (wording from our CCRs):

"Highland Meadows HOA Deed Restrictions provide that owners of lots within the Property shall be members of the Association by mere ownership of any lot, which membership shall terminate upon conveyance of title to such lot, and such owners must adhere to the Bylaws of the Association and these Deed Restrictions."

1.13 Animals. **No animals, livestock, or poultry of any kind shall be raised, bred or kept on any lot**, except that dogs, cats or other household pets may be kept for the companionship of the family. Animals are not to be raised, bred or kept for commercial purposes or for food. It is the purpose of these provisions to restrict the use of lots so that **no person shall quarter on the premises cows, horses, bees, hogs, sheep, goats, guinea fowls, ducks, chickens, turkeys, skunks or any other animals that may interfere with the quietude, health or safety of Highland Meadows**. Pets must be restrained or confined on the homeowner's lot inside a fenced area or within the house. It is the pet owner's responsibility to keep the lot clean and free of pet debris. All animals must be properly tagged for identification.

1.14 Nuisances or Illegal Activity. No trash, ashes or other residue may be dumped, thrown or placed on any lot within the Property. No noxious or offensive trade or possession shall be carried on in any structure or upon any Lot, nor shall any illegal or immoral activity be permitted, nor shall anything be done or allowed to exist therein or thereon which is, or could become, a nuisance or annoyance to the neighborhood; specifically in this regard, the number and type of pets kept or maintained on any lot within the Property shall be limited to that type and number that will not be unreasonably

## HIGHLAND MEADOWS HOA – VIOLATION ISSUES, cont.

noisy or odor-causing. It is the pet owner's responsibility to prevent pets from becoming noisy or a nuisance to the neighborhood.

1.18 Lot Maintenance. A lot or any portion of any lot that is exposed to the public view must be maintained by the property owner in a neat and orderly fashion. The owner and occupant of each lot shall cultivate an attractive ground cover or grass on all yards visible from the street, and shall maintain the yards a sanitary and attractive manner, and shall edge the sidewalks, driveways and street curbs.

1.19 Garbage. No lot shall be used as a dumping ground for rubbish. All trash, garbage or other waste shall be kept in sanitary containers in appropriate locations, which may be specified by the ACC. Materials incident to construction of improvements may be stored on lots during construction so long as construction progresses without undue delay. Unless otherwise expressly permitted by the ACC, garbage containers shall be situated and enclosed or screened so as not to be visible from any residential street and may not be placed curbside prior to 6:00 p.m. the day prior to scheduled collection dates. Garbage containers must be returned to their screened location prior to 8:00 a.m. the day after garbage collection.

1.22 Boats, Trailers, Recreational Vehicles, Commercial Vehicles and Non-operational Vehicles. No boats, trailer, mobile home, camper, boat trailer or similar wheeled vehicle shall be stored nearer to the street than the front of the Living Unit situated thereon. Such vehicles shall not be stored or parked on any lot unless in a closed garage or within the fenced, walled or enclosed portion of such Lot screened from view. Any such fence, wall or other enclosure shall be subject to approval by the Architectural Control Committee. None of these vehicles, trailers or motor homes shall at any time be used as a residence or office temporarily or permanently. No vehicles will be parked overnight nearer to the street than the front of the Living Unit, except for homes with circular driveways.

1.23 Vehicles. Any vehicle with painted advertisement shall not be permitted to park within the Property unless in a closed garage or within the fenced, walled or enclosed portion of such lot screened from view. No vehicle of any size which transports inflammatory or explosive cargo may be kept within the Property at any time. No abandoned, derelict or inoperative vehicles may be stored or located on any lot unless visually screened from public view.

1.27 Grass and Weeds. Each lot owner shall mow and maintain the landscaping and vegetation of his lot in such a manner as to control weeds, grass and/or other unsightly growth. Upon failure to maintain the landscaping and vegetation and after ten (10) days prior written notice, if the owner shall fail to:

- a. Control weeds, grass and/or other unsightly growth;
- b. Remove trash, rubble, building and construction debris; or
- c. Exercise reasonable care or conduct to prevent or remedy an unclean, untidy or unsightly condition, the Association or its duly authorized agents and contractors shall have the easement, authority and right to go onto said lot for the purpose of mowing and cleaning said lot and shall have the authority and right to assess and collect from the lot owner a reasonable fee for mowing and cleaning said lot on each respective occasion of such mowing or cleaning. Additionally, the HMHOA may impose fines in accordance with the Violation Enforcement Policy and the Deed Restriction Fine Schedule.

1.33 Maintenance of Improvements. Each lot owner shall maintain the exterior of all buildings, fences, walls and other improvements on his lot in good condition and repair and shall replace worn and rotten parts, and shall regularly repaint all painted surfaces and shall not permit the roofs, rain gutters, downspouts, exterior walls, windows, doors, walks, driveways, parking areas or other exterior portions of the improvements to deteriorate in an unattractive manner.

## HIGHLAND MEADOWS HOA – Architectural Control Committee

**ARCHITECTURAL CONTROL COMMITTEE:** The ACC shall exercise architectural control. In no case shall the ACC approval of proposed improvements be unreasonably withheld. The ACC shall use its best efforts to promote and ensure a high level of quality, harmony and conformity throughout the Property. Members of the HMHOA are encouraged to volunteer to serve on the Architectural Control Committee.

No building, structure, fence, wall or exterior improvement of any kind or nature shall be erected, placed or altered on any lot until all plans and specifications (including, but not limited to, erection plans) and/or a plot plan have been submitted in duplicate (electronic submissions are permitted) to and approved in writing by the ACC as to:

- a. Quality of workmanship and materials; adequacy of site dimensions; adequacy of structural design; proper facing of main elevation with respect to nearby streets;
- b. Conformity and harmony of the external design, color, type and appearance of exterior surface and landscaping;
- c. Location with respect to topography and finished grade elevation and effect of location and use on neighboring Lots and improvements situated thereon and any drainage arrangement;
- d. The other standards set forth within this Declaration (and any amendments hereto) or as may be set forth within bulletins Design Guidelines promulgated by the ACC, or matters in which the ACC has been vested with the authority to render a final interpretation and decision.

## EXTERNAL & ARCHITECTURAL MODIFICATIONS TO YOUR HOME & PROPERTY

**INSTRUCTIONS:** Per our Deed Restrictions, **ALL CHANGES** made to the outside of your home must be submitted to the Architectural Control Committee prior to starting the project.

Your ACC request can be completed online by logging in as a registered owner at [www.cmamanagement.com](http://www.cmamanagement.com). If you have difficulty accessing the ACC request, please contact CMA at [customercare@cmamanagement.com](mailto:customercare@cmamanagement.com) or 972-943-2828. Submissions should include as much detail as possible, including colors, materials, drawings, plans, pictures, dimensions and all other information that will assist in the approval process. Also, you must include a plot plan/survey of your Lot indicating the specific site of the project. These may be scanned for online submission, or provided as print documents to accompany your print or online submission. Once the form is completed and all pertinent information is gathered, please submit to CMA via the CMA website.

### REVIEW PROCESS:

Your association's governing documents stipulate the amount of time the ACC may take to render a decision. However, the ACC will use every reasonable effort to expedite the review process. Applications will be reviewed during the timeframe for completeness, and the ACC may request additional information to help clarify the proposal. All owners will be notified in writing by mail (USPS) once the request has been approved or denied.

### APPLICATION:

The Application should include photos, drawings, brochures, plats, colors, dimensions and any other information that will assist the Committee in their decision. Property Owners must sign the application if it is not submitted online. Contractor's signatures for property Owners will not be accepted without the Owner's signature attached as well. Projects are not permitted to begin until the Committee has approved the application. Please note: the submission/application documents will not be returned to the Owners.

### APPEAL:

Owners may appeal the Committee's decision by requesting a hearing in writing to CMA located at: 2350 Airport Freeway, Suite 310, Bedford, TX 76022. Requests for appeal must be received within 10 days from the date of the Committee's decision.

## ARCHITECTURAL FAQ'S

### What projects need approval?

Any modifications or alterations to the exterior of your property. Submission for approval is always recommended.

### Do I have to wait to start the project?

Yes, all projects must be submitted and approved prior to starting.

**What if I did not obtain approval for my project?** You will be asked to submit for approval. If your project is denied, you may be required to remove your project and restore the property to the previous condition.

### My contractor does not provide drawings or brochures. What should I use instead?

A hand drawing of the project will be sufficient as long as it includes a plat map, dimensions, colors and materials.

### If my project will not change from the original design, location, color or dimension, do I need to submit to the Committee?

Yes, please reach out to CMA or the ACC. We can let you know if ACC approval is needed or not.

### Where can I obtain an ACC form?

You may submit your ACC request online. Log in at [www.cmamanagement.com](http://www.cmamanagement.com), and click on "ACC Request" in the Homeowner Toolbox." If you do not have a computer in order to submit your ACC request online, please contact CMA to obtain a paper form.

### How will I be notified of the Committee's decision?

You will be notified by first class mail of the Committee's decision.

**For better communication with the HOA, please register today at  
HMHOA.Org or [cmamanagement.com](http://cmamanagement.com)**



## 2020 Highland Meadows HOA Board:

President:	MaryAnn Nicholson	<a href="mailto:nicholsonma@verizon.net">nicholsonma@verizon.net</a>	(817) 291-4369
Vice President:	Stu Gardner	<a href="mailto:stu@sgaconsulting.net">stu@sgaconsulting.net</a>	
Treasurer:	Jack Bullard	<a href="mailto:jack.hmhoa@gmail.com">jack.hmhoa@gmail.com</a>	
Secretary:	Michelle Appling	<a href="mailto:michellea@c21bowman.com">michellea@c21bowman.com</a>	
Board Member:	Dean Fittz	<a href="mailto:fittzfamil@gmail.com">fittzfamil@gmail.com</a>	
Board Member:	Kim Wallace	<a href="mailto:kimberlyaf@aol.com">kimberlyaf@aol.com</a>	
Board Member:	Adrian Lewis	<a href="mailto:amlewis42@yahoo.com">amlewis42@yahoo.com</a>	
Board Member:	Roderick Capelo	<a href="mailto:roderickcapelo@gmail.com">roderickcapelo@gmail.com</a>	

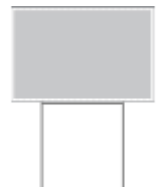
## GCISD School Board Elections - new date November 3, 2020:

The GCISD Board of Trustee Election, for the purpose of electing a Trustee for Place 5, Place 6 and Place 7, will be held on **November 3, 2020**.

Place 5	Place 6	Place 7
Coley Canter	Casey Ford	Jorge Rodriguez
Nick Gesualdi	Doug Noell	Cacy Tischer
Tommy Snyder		
Lori Crenshaw		

**Please remove political  
signs from your yards, as  
the election is more than  
90 days away.**

**Thanks!**



**Graduating High School Seniors?** Highland Meadows HOA would love to publish a congratulatory newsletter honoring this year's High School seniors. Graduation is going to look a whole lot different this year and we'd like to do something to help. Please send us your Senior's name, photo, parent's names and two or three sentences telling us something about them (interests in high school, where they are planning to study if going to college, joining the military, or future career goals/work plans.) Email to MaryAnn Nicholson at [nicholsonma@verizon.net](mailto:nicholsonma@verizon.net) Questions? Call her at (817) 291-4369

