



ARCHITECTURAL COMMITTEE SITE PLAN/BUILDING REVIEW REQUEST FORM INSTRUCTIONS

EXCITING TIMES!

Prior to starting construction on your lot, please:

1. Contact the Crossbow Board of Directors (BOD) at crossbowboard@yahoo.com or the Architectural Committee chair person and obtain a copy of the Site Plan/Building Review Request Form.
2. Read **Section 5** (General Restrictions Applicable to all Parcels) of the “**Amendment to Declaration of Covenants, Conditions, and Restrictions – Crossbow Ranch Wildlife Preserve**” dated June 12 2007, hereafter known as “**Covenants**” and the “**Out Building Policy**” dated September 15, 2018 (attached) as it affects section **5(N)** of the “**Covenants.**”
3. Complete page 2 of the form with as much information and supporting documentation as possible to ensure there are no issues with your request (example – dwelling location on plot plan).
4. Send the completed Request package to the Crossbow Ranch Board of Directors at crossbowboard@yahoo.com, or mail to CBR&WP c/o Architecture Committee, 11093 State Highway 6, Meridian, TX 76665.
5. The Architectural Committee chair person will submit the Request Form for review by the AC members. **Please allow 2 weeks for this process.**
6. The Committee will review the Request Form for its compliance or consideration of any extenuating issues with the request.
7. The Architectural Committee chair person will complete page 5 of the form and submit it to the Board President with their recommendations.
8. If the Request Form has issues or the property owner is requesting a variance, the Architectural Committee chairperson will document the issue or variance on the Request Form and highlighted on page 5 of the form and with a recommendation for approval or denial and reasons listed to the Board President for the Board’s review / decision.
8. The property owner submitting the request will be notified by a Board Member within 45 days of the request’s submission on either the Board’s approval or denial of the request (page 5) of the Request Form.



ARCHITECTURAL COMMITTEE
SITE PLAN/BUILDING REVIEW REQUEST FORM

Phase: 1 / 2 / 3 Lot Number: 1 Address: 103 PR 2121 Date: 01/15/2021

Owner's Name: Ken & Shireal Martin, Jr.
Address: 103 PR 2121 Meridian, TX 76665
Phone Number: 214-562-1043

Items submitted for approval:

- | | |
|---|--|
| <input type="checkbox"/> New Residence | <input type="checkbox"/> Modification to Residence |
| <input type="checkbox"/> Shop or Storage Building | <input type="checkbox"/> Equestrian or Livestock Facilities |
| <input type="checkbox"/> Other | <input checked="" type="checkbox"/> Variance Required/Requested* |

*Variances will be submitted to the Crossbow Ranch and Wildlife Preserve Board of Directors for approval.

Building Use

Dwelling: Y / N Permanent Structure: Y / N Temporary Structure: Y / N

Describe the Structure: Requesting six month variance for motorhome to be placed in enclosed structure. Contractors are lined up; however, delays have occurred.

Structure Setbacks:

Distance from property lines: Front: _____ Rear: _____
Left: _____ Right: _____

Square Footage:

Inside Living Area: _____ Number of stories in height: _____
Non-Residence Structure: _____

Building Exterior or Fencing/Screening:

| | MATERIAL(S) | COLOR | COMMENTS |
|-----------------------------|-------------|-------|----------|
| WALLS | | | |
| TRIM | | | |
| ROOF | | | |
| FENCE/ SCREENING | | | |

Please attach the following with your application:

- Floor plan or sketch with exterior dimensions
- Site or plot plan showing building location
- Pictures or color samples if possible

******* I have read section 5 of "Covenants" and the attached "Out Building Policy" and I hereby certify this application meets all requirements unless a variance has been requested. *******

Shireal Martin Lot 1 01/15/2021
Owner's Signature/Lot Number Date

Crossbow Ranch Property Owners Association, INC.

Out Building Policy

Effective Date: September 15, 2018

Approved: Crossbow Ranch Property Owners Association Board of Directors

Date: September 15, 2018

Type of Action: Initial Publication

1.0 TITLE:

Out Building Policy

2.0 Purpose

To apply a consistent process for placing Out Building(s) on owners lots. Out Buildings include - Barns, Shops, Storage Sheds, open air canopies and shipping (Storage) containers,

3.0 PERSONS AFFECTED:

This Policy is applicable to Crossbow Ranch Property Owners Association.

4.0 RATIONALE:

To maintain the aesthetics and rural nature of the Crossbow Ranch.

5.0 POLICIES and PROCEDURES:

- 5.1 Prior to placing or building an Out Building on a lot, the member must have Architectural Committee Approval.
- 5.2 Only two Out Buildings may be placed on a single lot. An additional open air canopy is allowed for the sole purpose of covering a travel trailer, camper, boat or motor vehicle(s).
- 5.4 The Out Building must be painted or screened to blend in with the natural environment.
- 5.5 The Out Building total square footage may not exceed 1200 sq ft as a primary structure on a lot.
- 5.6 The total square footage of all Out Buildings on any lot may not exceed 2200 square feet.
- 5.7 No Out Buildings may be placed within 75 feet of a property's boundaries.



**Crossbow Ranch Property Owners Association, INC.
Out Building Policy**

CERTIFICATION

"I, the undersigned, being the President of the Crossbow Ranch Property Owners Association, Inc, hereby certify that the foregoing Resolution was adopted by at least a majority of the Crossbow Ranch Property Owners 6th day of October 2018."

By: *Tom Longmire* President

Print Name: TOM LONGMIRE

ACKNOWLEDGEMENT

State of Texas §
 §
County of Harris §

This instrument was acknowledged before me on 12/12/18 by Tom Longmire, President of the Crossbow Ranch Property Owners Association, a Texas Nonprofit corporation, on behalf of said corporation.

Given under my hand and seal of office this 12/12 day of 2018, (year).



Signi Knudson

Notary Public, State of Texas

After Recording Return to:
Crossbow Ranch Property Owners Association
PO Box 353
Meridian, Texas 76665

Filed for Record in:
STATE OF TEXAS, BOSQUE COUNTY TEXAS
I hereby certify that this instrument was filed on the date and time stamped hereon by me and was duly recorded in the records of:

BOSQUE COUNTY TEXAS
Tabatha Ferguson, COUNTY CLERK

Instr.: 2018-03979
December 13, 2018 at 10:11 AM
Stamps: 2 Page(s)

By: *Sandra Walker*
Deputy Clerk





ARCHITECTURAL COMMITTEE REVIEW

Owner(s) Ken & Shireal Martin, Jr. Lot 1 Phase 1

Date Received: _____ Date Reviewed: _____

Reviewed By Committee Members: Gary Beavers, John Kappas, Jerry Mobley, Taylor Stone, Patrick Chandler

Lot:

Does the home location meet the required setback requirements on all boundaries: Y / N

Dwelling:

Does the above structure contain adequate square footage? Y / N / NA

Permanent or Temporary Structure

Variance Requested: Y / N / NA

Is Variance Supported by Architectural Committee? Y / N

____ I hereby state that the above named property owner's request on lot ____ is in compliance with the Crossbow Ranch and Wildlife Preserve Declarations of Covenants, Conditions and Restrictions based on this application.

____ I request the Board of Directors consider the described variance.

Reviewed by: _____ Date: _____

Architectural Committee Chair

Approved by: _____ Date: _____

President, Crossbow Ranch Board of Directors