

TO THE WESTWOOD SHORES PROPERTY OWNERS' ASSOCIATION  
COMPLETE POA POLICY MANUAL, SECOND EDITION

STATE OF TEXAS           §  
  §  
COUNTY OF TRINITY     §

This First Amendment to the Westwood Shores Property Owners' Association Complete POA Policy Manual, Second Edition ("First Amendment") is made by the Westwood Shores Property Owners' Association, Inc. (the "Association").

WHEREAS, the Association caused to be recorded that certain Westwood Shores Property Owners' Association Complete POA Policy Manual, Second Edition, which Manual was recorded under Volume 0995, Page 0400 *et seq.* (the "Manual"); and

WHEREAS, pursuant to the authority vested in the Board of Trustees (the "Board") of the Association, the Board has determined it to be in the best interest of the community to amend Article 3 "Consolidation of Lot(s) for the Deletion of Assessments" of the Manual.

NOW, THEREFORE BE IT RESOLVED THAT the following criteria and procedures for lot consolidation are adopted effective October 1, 2018 and replace and/or supersede all previous resolutions pertaining to this topic. Any approvals granted in writing prior to the execution and recording of this document are to be grandfathered in as exceptions. These criteria are in place to ensure that the construction of a home or addition to an existing home adds value to the overall subdivision and to the home that justifies the elimination of an assessment fee.

**Article 3**  
**Consolidation of Lot(s) for the Deletion of Assessments**

**Section 3.01 Criteria.** No more than three (3) lots may be consolidated. This condition applies only to the number of lots which may be consolidated but does not restrict the number of lots one may build upon.

All structures for lot consolidation must comply with the following policies and procedures set forth by the Property Owners Association Board of Trustees. In addition, this construction and all other construction on a lot shall comply with the Restrictions as set forth in the Consolidated Restated and Amended Reservation, Restrictions and Covenants for Westwood Shores, and all ACC and POA policies.

- 1. NEW HOME CONSTRUCTION:**
  - a. ALL SECTIONS EXCEPT MOBILE HOME and DOUBLE WIDE SECTIONS:**  
New Home foundation must cross property lines of the adjoining lots to be consolidated.
  - b. MANUFACTURED HOMES:**

Home must cross the property lines of the adjoining lots to be consolidated.

**2. ADDITIONS TO EXISTING HOMES:** Must complement the existing home and cross the property lines of the adjoining lots to be consolidated as described below.

**a. Additions attached to the home where one side of the addition shares a common wall of the existing home:**

- i. Minimum size: 300 sq. ft.
- ii. Foundation must extend across the property lines of the lots to be consolidated.
- iii. The roof line of the addition is to be extended so that it looks to be part of the original home.
- iv. There must be full walls on all sides of the addition, unless approved as a carport (see c. below).

**b. Additions to the home that are detached (ie. Do not share a common wall with the existing home):**

- i. Minimum size: 400 sq. ft.
- ii. Must be connected to an existing residence as an incorporated part of the existing residence and connected by a covered concrete walkway covered in the same manner as the roof of the home. The addition should be in close proximity to the home; maximum distance from home of 20 ft. Actual distance will be determined by design and lot configuration.
- iii. Addition and/or accompanying walkway must cross the property lines of the adjoining lots to be consolidated.
- iv. There must be a full wall on all sides of the addition unless approved as a carport (see c. below)
- v. The structure must contain permanent electricity concealed from view (ie serviced underground from the main structure or on a separate meter).
- vi. Only one detached addition is allowed to the existing home (see the complete ACC Policy Manual Section 7.02 (c) for additional information.)
- vii. Detached structures must have roofs that match the style and material of the existing home (i.e. Gable, Pitched, Hip, etc.).

**c. Carports: Either attached or detached:**

- i. Minimum size: 600 sq. ft. of which at least 200 sq. ft. on one side of the carport is completely enclosed as an additional room/storage area.
- ii. All other criteria as given under the appropriate category above.

**Section 3.02. PROCEDURE:** All new construction requires ACC approval to begin work. Lot consolidation is a POA policy; lot consolidation affects POA finance and therefore requires POA approval.

1. The plan is submitted to the ACC for approval of construction of the structure.
2. The plan approved by the ACC is then submitted to the POA for “conditional” lot consolidation approval at the next POA Board meeting. Should the ACC have some questions about plan compliance with lot consolidation policy or wish to propose an exception (as may be done for a variance), the plan may be submitted to the POA with “conditional ACC approval.” After review, the POA Board will approve or deny the proposed plan for lot consolidation.
3. Consolidation requires a separate application upon completion of construction as defined in the Complete ACC Policy Manual Section 4.02 (e).
4. The consolidation application and completed structure are reviewed by Management. If the application and completed structure meet the above criteria, Management will grant approval for the deletion of Assessments the month following the consolidation approval and the Consolidated Lot will be subject to the Assessments of a Single Lot or Building Site. Any circumstances that do not meet the above criteria may be presented to the Board of Trustees for consideration as an appeal for deleting the additional Assessments.
5. The Association reserves the right to unconsolidate any previously approved consolidation if the Owner alters the qualifying structure in any way from the original criteria through which consolidation was approved.

The Manual, as hereby amended, is in all respects ratified and confirmed and shall remain in full force and effect. If any provision of this First Amendment is found to be in conflict with the Manual, as amended, this First Amendment shall control.

This First Amendment to the Westwood Shores Property Owners’ Association Complete POA Policy Manual, Second Edition shall be effective on October 1, 2018.

CERTIFICATION

I hereby certify that, as Secretary of the Westwood Shores Property Owners' Association, Inc., the foregoing First Amendment to the Westwood Shores Property Owners' Association Complete POA Policy Manual, Second Edition was approved on the 27th day of August, 2018, at a meeting of the Board of Trustees at which a quorum was present.

DATED this the 27th day of September, 2018.

Carol Cheek  
Print Name: Carol Cheek  
Title: Secretary

STATE OF TEXAS §  
  §  
COUNTY OF TRINITY §

BEFORE ME, on this day personally appeared Carol Cheek, the Secretary of the Westwood Shores Property Owners' Association, Inc., known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that s/he executed the same for the purposes herein expressed, in the capacity herein stated, and as the act and deed of said corporation.

Given under my hand and seal of office, this 27th day of September, 2018.

Bradley Keith Burkeen  
Notary Public – State of Texas



THE STATE OF TEXAS  
COUNTY OF TRINITY

I hereby certify that the instrument was FILED on the date and at the time stamped hereon by me and was duly RECORDED in the Official Public Records of Trinity County, Texas in the Volume and Page as noted hereon by me.

Shasta Bergman  
County Clerk, Trinity County  
By: Buttaye Deputy



FILED  
at 2:50 o'clock P.M

SEP 28 2018

SHASTA BERGMAN  
COUNTY CLERK, TRINITY CO., TEXAS  
By: Buttaye Deputy