

335 Geronimo  
Quitman, Texas 75783

Phone: 903-878-7051  
E-mail: [hvclubhouse@hvfpoa.com](mailto:hvclubhouse@hvfpoa.com)  
Website: [holidayvillagefork.com](http://holidayvillagefork.com)

**HV of Fork Owners Association**

# **ARCHITECTURAL REVIEW AUTHORITY**

Guidelines



**HV of Fork Owners  
Association**

# **HV OF FORK ARCHITECTURAL REVIEW GUIDELINES**

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## **HV of Fork Architectural Review Authority Guidelines**

- 1. Authority and Purpose (1999, 2007, 2009)**
- 2. Architectural and building controls governing new construction as well as any, external residential additions, alterations, fences, swimming pools, hardscaping, and any related structures (partial listing) in the HV of Fork subdivision are administered by the HV of Fork Owners Association Architectural Review Authority (HVFARA) . For a complete listing of projects overseen by the HVFARA see the following Guidelines.**
- 3. The HVFARA derives its authority from the Declarations of Covenants, Conditions and Restrictions (Deed Restrictions: Section 1, "Architectural Control") applicable to and binding upon all the real property in HV Fork Subdivision.**
- 4. The Deed Restrictions empower the HVFARA as the administrative body for administering architectural approval of improvements constructed on lots in HV Fork. The purpose of the HVFARA is to protect the property values in HV Fork Subdivision. As well as the governing body to grant approval of recreational vehicles parked, used or stored in the subdivision.**
- 5. The goal of the HVFARA is to encourage the construction of houses of good architectural design, quality, and architectural diversity. The HVFARA may disapprove an application for proposed construction if it does not conform to the requirements set out in the Deed Restrictions, HVFARA Guidelines or on purely aesthetic grounds where, in its judgment, disapproval is required to protect the harmony of**

**external design as compared to existing homes, existing topography or finished grade elevation. The HVFARA Guidelines shall not replace, affect, or supersede the applicable Deed Restrictions.**

## **6. What Each Property Owner Should Know**

- A. The Deed Restrictions applicable to the various sections of HV Fork Subdivision define "Architectural Control" and "designations" of types of lots for the subdivision and specifically detail "General Restrictions" and "Special Restrictions." It is incumbent upon each property owner, originating with the purchase of their house or lot, to be aware of and comply with the Deed Restrictions, which are contractual obligations assumed by the owner by the purchase of their property, and are enforceable on that basis. Copies of deed restrictions can be obtained at the HV of Fork Property Owners Association office at 335 Geronimo, Quitman, TX 75783 or by visiting our website at [holidayvillagefork.com](http://holidayvillagefork.com).**
- B. In addition to complying with the HVFARA Guidelines and applicable Deed Restrictions, property owners must also comply with all applicable state and Wood County ordinances and regulations.**
- C. The following apply to all properties in HV Fork Subdivision**
- i. No building or other improvement of any character shall be constructed, erected, placed, or modified on ~~any residential lot in the~~ HV Fork Subdivision without the prior written approval of the HVFARA before any construction work is started. To obtain the approval for proposed improvements or construction, the property owner must submit the documents and information specified in Section III below to the HVFARA. If the HVFARA does not approve or disapprove the submitted plans within thirty (30) days after a complete submission of all necessary documents and information has been made, the plans submitted shall be**

**deemed to be approved (Deed Restrictions). Construction must begin within 8 months of HVFARA approval, or you must resubmit. Projects must be completed to exterior finish within 6 months of the start of the project or the permit must be resubmitted for approval.**

**ii. Prior written approval by the HVFARA is also required for any alteration or addition to the exterior of a structure.**

**iii. Any decks or patios erected or constructed on the property. The documents and information submitted to the HVFARA should include a drawing or scale diagram of the deck including any enclosure proposed for the deck. All decks must be approved by the HVFARA. "Proposed" or "Future" decks stated on the original house plans are approved but must be completed prior to the time limit for the permit.**

**iv. Outbuildings**

**1. Separate buildings (storage sheds, workshops, etc.) Requirements for approval will include, but may not be limited to the following:**

**2. No building in easements.**

**3. All buildings must meet requirements of size (square footage) as described in the deed restrictions.**

**v. Solar Devices (Panels and Shingles) The HVFARA will consider the following:**

**1. Solar panels must be located entirely on the owners.  
i. property.**

**7. III. Submittal Requirements**

**8. For new construction and major structural changes, drawings, and specifications as well as the full cost of the project from and including groundwork up to completion.**

**9. B. Scaled culvert / drainage plan. Must be approved by management prior**

to covering culvert.

10. C. For new fence construction or changes to existing fences. All fences must comply with current HVFARA Guidelines. Submit information that includes the height of the fence, materials of construction, either a picture of a similar fence or to-scale drawing of a typical section of the fence and 2 (two) scaled plot plans (hand drawn fencing on scaled plot plan is acceptable, also a Goggle Earth scaled overview is acceptable if trees do not obscure view) showing the locations of the fence and any gates. SEE THE FENCES SECTION pages.

## **11. Approval Process**

### **A. POA Dues / Deed Restrictions**

- B. All POA dues should be current before the plans are submitted. All Deed Restriction violations must be satisfactorily resolved before HVFARA will consider plans being submitted.

### **C. Submittal of Plans to the HVFARA**

- i. 1 The submission of all required documents and information identified in Section II, III, above should be made at least thirty (30) days prior to the planned date to begin construction. The HVFARA will endeavor to respond to a submittal promptly, but it is not required to approve or disapprove any submitted plans until thirty (30) days after all the required documents and information have been submitted. The initial response from the HVFARA may list omitted and/or additional documents and information needed before a decision can be made if you submit an incomplete application.

1. All requests for changes need to be submitted to the HVFARA at the HV of Fork Owners Association offices during business hours, 8 a.m. to 4:30 p.m. Monday through Saturday.

#### **D. Plans — Approval and Rejection**

**E. When the HVFARA review is completed, the applicant will be notified by email, mail or phone of approval or rejection. Approval: When the HVFARA approves a plan, then an HVFARA representative will mark the Application as approved. If, for whatever reason, you do not start construction within 240 days of approval or do not complete your project in 180 days of starting work, your approval will expire. For mobile home placement, 60 days to complete setup, including skirting. Tie downs must be completed at set up, or within 10 days of delivery. A request for an extension of time from HVFARA will be made.**

**1. Approval of the proposed plans assumes that the required documentation submitted by the property owner or builder to HVFARA is accurate. HVFARA expressly denies any liability for damages that may arise as a result of inaccuracies in the surveys and / or discrepancies between surveys, recorded plates, and architectural working drawings.**

**ii. Disapproval: In the event HVFARA disapproves of the plans, notice of disapproval will be in writing. A copy of the disapproval will be emailed or mailed to the property owner, and a copy will be placed in the HVFARA office files. Any disapproval may be appealed to the Board of Directors (refer to Texas Property Code 209.0505)**

#### **12. House Elevation and Location, Survey and Building Codes**

**All structures are limited to a maximum of two stories (10 foot per floor) in height.**

**Mobile homes must be set up, anchored and all runners, pier and beam and crawl spaces must be in compliance with Texas Department of Housing and Community Affairs 10 Texas Administrative Code, Chapter 80(effective November 23,2014)**

#### **13. (A.) Deed restrictions, Ordinances, Easements, Setback and Rights-of-Way**

**A. Property owners, builders/contractors, architects, and interior designers should be familiar with the Deed Restrictions,**

**within setbacks. No construction is permitted in right-of-way. HVFARA approval of an installation over an easement or setback may be issued under the following guidelines:**

- B. If the terrain of the lot does not permit building without**
  - 1. encroachment;**
- C. With the provision that any utility companies, cable companies, HV of Fork Property Owners Association, Texas Water and Wood County Electric will have full access as required, and**
- D. That removal or replacement of any improvements within an easement will be at the property owner's expense.**

#### **14. Plans and Specifications (9/24/19)**

##### **A. Site Plan**

- i. A site plan shall show the following'**
  - 1. The location of the house or mobile home on the lot; RV's and Carport type covers should be shown site plan if cover is to go over RV a separate drawing may be required.**

**distances from the foundation to the property lines;**

##### **15. All easement and building setback lines.**

##### **16. The location of all permanent and dimensioned improvements on the property such as driveways, wall, fences, swimming pools, ponds, solar systems, and propane tanks.**

- f.i. Labeled materials of driveways, sidewalks, fences, . All permanent improvements must be called out and labeled on site plan.**
- g.ii. North arrow indicated.**
- ii. No part of a dwelling or pad may be closer to the property line than the setbacks provided for in the Deed Restrictions and any plats. Requests for a variance shall be submitted to the HVFARA.**
- iii. No change may be made in the location of the structure on the property without the prior approval of the HVFARA.**



**ii. No part of a dwelling may be closer to the property line than the setbacks provided for in the Deed Restrictions and any plats. Requests for a variance shall be submitted to the HVFARA.**

**iii. No change may be made in the location of the structure on the property without the prior approval of HVFARA.**

**17. Minimum square footage must comply with applicable Deed Restrictions. Square footage of all areas, measured to the outside of frame walls, shall be shown on the drawings. Residential square footage is only those portions of the structure serviced by HVAC, porches and decks are not considered living space. Lofts must have a 7-foot clearance.**

**18. Approved roofing materials are built-up, composition shingles, roofing metal, tiles, or solar shingles. A sample must be submitted for approval of color and quality. A request for the use of roofing materials not described above must be submitted to the HVFARA for approval.**

**19. "Hardscapes" must be submitted for approval to the HVFARA. "Hardscape" is defined as inanimate elements of landscaping, especially any masonry work or woodwork. For instance, stone walls, concrete or brick patios, water features, driveway additions, masonry paths, wooden decks wooden arbors and artificial turf/grass would be considered hardscape and are a fixed improvement to the property.**

**20. VII. Fences**

**21. Definitions — As used in these guidelines, the following words shall have the following meanings:**

**A. Architectural Fence: Any fence or wall designed as an**

Integral part of residence to form an atrium, patio, or courtyard as part of the residence design and subjected to the building codes and HVFARA review.

- B. Chain Link Fence:** Any fence, in whole or in part, composed of woven wire paneling, fabric or any material serving the same purpose with spacing less than 2" by 6".
- C. Combination Fence:** Any fence comprised of one or more of the other classifications of fences.
- D. Fence:** Any fence, wall hedge or similar structure or vegetation serving the purpose of a fence, wall or hedge that is functioning to divide, restrict access to or view of an area of a lot.
- E. Field Fence:** Any fence, in whole or in part, comprised of "T" shaped or other steel post or primitive cedar or similar posts with barbed wire, chicken wire, hog wire or bull wire.
- F. Necessary Fixed Object:** Any object ancillary to and necessary for the occupancy of a residence, including but not limited to propane tank(s), air conditioning or heating units.
- G. Ornamental Fence:** All ornamental fences are to be of a flat top rail design, or a design approved case by case. It must be a deer friendly fence design. Pointed top pickets, spires, and spear-shaped finials are prohibited. Any fence, in whole or in part, comprised of metal where the posts do not exceed three inches in width and the rails and pickets do not exceed one and one-half inches in width.
- H. Privacy Fence:** Any fence that noticeably restricts the view from one side of the fence to the other, in whole or in part, composed of materials including, but not limited to: stacked or mortared, natural or man-made stone, brick, block or similar material; wood pickets attached to rails on the same or alternating sides; lattice panels attached to posts and rails; and a hedge or other vegetation that does, or will result in noticeable view limitations from one side of

the fence to the other.

- I. **Split Rail Fence:** Any fence, in whole or in part, comprised of logs, wood rails or railroad ties stacked or which are otherwise interlocked to form the effect of fencing. A split-rail fence shall be no taller than three feet (3') to the top rail.

## **22. Guidelines:**

**A. All fences must be "neighbor friendly" with no exposed posts and railings facing the street or any neighbor.**

**B. Architectural fences are exempt from these guidelines.**

- i. **Fences already in place as of September 1, 2023, are exempt from these guidelines. However, any modification or replacement to said fences after September 1, 2023, will be subject to these current guidelines.**
- ii. **4. Erosion barrier fences as normally used when construction is present, for a reasonable construction period are approved as well as any landscaping required by the SRA (Sabine River Authority)**
5. **1. Radio controlled pet fences not exceeding 18 inches in height shall be exempt from these guidelines. Also exempt are temporary pet fences not exceeding 24 inches.**

- 23. Any installation, addition to, or alteration to any part of a fence is not exempt from these guidelines and must have prior written approval of HVFARA.**

**No fence may be installed or added to that would interfere with any drainage.**

**No part of a fence may be installed on or added to a lot line. All fences must be installed on or added to within the lot lines; however, two or more contiguous lots owned by the same owner may be fenced as one lot subject to all other guidelines. Where an adjacent lot is already fenced, a fence may cross the side or back lot line for the purpose of closing the existing fence provided that prior written approval**

**has been obtained from the HVFARA.**

- 24. No fence higher than eight (8) feet is permitted.**
- 25. No field fence is permitted. No electric fences are permitted.**
- 26. Each part of a Combination Fence must meet the guidelines for that part.**
- 27. The height of a fence shall be measured from the mean grade of the base. A berm or foundation placed under the fence will be counted as part of its height.**
- 28. The approval of any fence not specifically mentioned in these guidelines, and which is not specifically prohibited by the Deed Restrictions, is at the sole discretion of HVFARA.**

#### **A. VIII. Additional General Guidelines**

**Prohibited Signs; No sign, advertisements, billboards, or advertising structure of any kind may be erected or maintained on any lot in the subdivision without prior approval of the HVFARA. HVFARA and/or management shall have the right to remove and dispose of any such prohibited sign, advertisement, billboard, or advertising structure placed on any lot. A written warning will be issued allowing 5 days to comply. Political signs during election season are exempt as are mowing signs. All yard signs must be on the lot, not in the right of way.**

- 29. HVFARA is the sole and prevailing authority regarding wall, fence, and building set back requirements.**
- 30. Relocation of structures within the subdivision shall be in compliance with current Board of Directors policies. Carports, sheds, and garages must be structurally sound, in keeping with community standards. Must not otherwise be in violation.**
- 31. Structural Violations: HVFARA will issue up to 3 violation letters. In the letter HVFARA will outline the nature of the violation and ask for compliance with the Deed Restrictions and Guidelines. Failure to comply will result in legal action.**

**32. HVFARA Guidelines are available on the POA website, and a hard copy is available at the POA office for your reference.**