



CREATIVE MANAGEMENT COMPANY

STRATA TRUST

JUN 30 2022

COMPANY

June 27, 2022

All Homeowners
Sugar Hill Townhomes Owners Association, Inc.

RE: Modifications, Exterior Surface Alterations

Dear Homeowners:

We would like to remind our owners and provide this information to our new owners of the restrictions set forth in the Declaration and By-Laws.

Exterior surfaces of the unit(s) are common elements owned and maintained by the association. Nothing should be done to modify, alter or damage the exterior surfaces such as building stucco, siding and the roof surface. This includes installation of cable or internet. No drilling into or attaching screws, etc. to the building exterior is permitted without prior approval from the Board of Directors. Repairs to anything on the exterior, including patio fences are the responsibility of the association. Painting of the front door is also provided by the association.

Please submit exterior repairs or door painting (to be painted the correct shade of blue) to our Maintenance Department either by calling 713-772-4420 ext. 109, email: workorders@cmctx.com or on-line through our website, cmctx.com.

Architectural changes such as window and door replacement must be approved in advance of installation. Window frames must be bronze, brown or black and any new window should be as close to the original style as possible.

Landscaping – common area landscaping is not permitted without approval from the Board of Directors. Any plants that are vinelike outside your unit cannot be allowed to grow on the exterior wood or stucco; should you have a vine like plant, please remove it from the exterior. Potted plants are allowed as long as they are within your unit area.

Your attention is appreciated.

Very truly yours,

CREATIVE MANAGEMENT COMPANY
Christen Kelly
Property Supervisor