

**Welcome Packages**  
**Weston Lakes Property Owners Association Inc.**

Order: N4WFTHZZY  
Address: 4803 Waterbeck St  
Order Date: 04-05-2023  
Document not for resale  
HomeWiseDocs

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**



# ***Weston Lakes***

## ***“New” Property Owner or Renter Orientation Information***

Order: N4WFTHZZY  
Address: 4803 Waterbeck St  
Order Date: 04-05-2023  
Document not for resale  
HomeWiseDocs

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

*On Behalf of the Weston Lakes Property Owner's Association (POA),*

**“Welcome to the neighborhood and we  
wish you all the best with your new  
property”**

*“We would like to take the opportunity to provide you with some  
immediate as well as some additional information about Weston Lakes”*

**Weston Lakes Property Owner's Association (POA) Inc.**

**32625 FM 1093**

**Weston Lakes, Texas 77441**

**Main Gate/Entrance Access – Property Owners, Residents, Occupants,  
Renters and Guest Entry**

Weston Lakes is a private gated community. As a result, all guests requesting entry to your specific address are “required” to be “announced by you”, prior to being permitted access.

The Weston Lakes main entrance has 24/7 **“controlled gate access personnel”**. The main entrance personnel are **NOT** security guards. Please always contact Fort Bend County Sheriff's Department directly @ **281 341 4665** for non-emergency situations and/or **911** for all emergencies. While the gate access personnel serve many critical functions, their main function is to ensure that guests who request entry to Weston Lakes asking to visit your specific address, **are pre-approved by “you”** for entry, whether they are a **“short term temporary guest”** or a **“permanent guest”**.

The gate access personnel view your guest list displayed on your gate address “profile” to see if the guest requesting entry is displayed and approved by you for entry. The guest is either displayed or not displayed.

Guests are defined as follows:

**“Short Term Temporary Guest”** – Those name(s) or business name(s) that visit you short term. They have a start date and an end date, both of which “could be” the same date. An example is a person(s) or vendor, coming to your address for just a specific day or for a range of days and should be permitted entry upon initial arrival and anytime within the subsequent range of days. These guests should only be permitted entry to your address for the date range based on your request. Examples:

- John Smith – 7/14/14 – 7/14/14 – **1 day entry**
- John and Mary Smith – 7/14/14 – 7/16/14 – **3 day entry**
- Star Furniture – 7/14/14 – 7/14/14 – **1 day entry**
- ABC Lawn Care – 7/14/14 – 7/14/14 – **1 day entry**

**“Permanent Guest”** – Those name(s) or business name(s) that you request to **always** be a permanent, approved guest. They have a start date and **NO End Date**. An example is a person(s) or a vendor coming to your address and should **ALWAYS** be permitted entry upon arrival. Examples:

- John Doe – 7/14/14- Start Date – No End Date – **Permanent entry**
- John and Mary Doe – 7/14/14 – Start Date – No End Date – **Permanent entry**
- ABC Lawn Care – 7/14/14 – Start Date – No End Date – **Permanent entry**

Order: N4WFTHZZY

Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWiseDocs

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

**How Do You List and/or Announce Short Term Temporary and/or Permanent Guests for Entry to Your Address?**

This is executed by “you”, the property owner, resident, occupant or renter in one (1) of two (2) ways:

1. **POA Website “Visitor’s List” Menu Link** – After logging into your address profile – Preferred method – Allows both *short term temporary and permanent* guest notification
2. **Auto Attendant** – Calling one (1) of two (2) specific numbers and leaving a voice mail message that a specific guest is coming to your property address. Allows *short term temporary guest notification ONLY*. To leave a voice mail message the number you are calling “from” is required to be added on your gate address profile and “*caller ID is required to be activated*”. This can only be complete by the POA On-site Support Manager.

***IMPORTANT:*** All guests who drive vehicles into Weston Lakes and onto Weston Lakes private streets are **REQUIRED** to have a valid and unexpired driver's license or they will not be permitted entry, regardless if their name is on the guest list or not. Please notify all of your guests that a valid unexpired driver's license is required for entry to drive on private streets.

See the Covenants, Conditions and Restrictions (CCR's) – Section 3.35 (c)

**POA Website Access**

Get the information you need to know at [www.westonlakespoa.com](http://www.westonlakespoa.com), the “**official**” website for the Weston Lakes Property Owner's Association.

To receive you login information:

1. Request a property owner ID and password from the Home Page – Click on Request Login. NOTE: You must have pre-registered as a property owner/renter/leaser prior to requesting an ID or an ID and password will not be provided to you.
2. After validation, you will receive your ID and password via the email address you entered during your login ID request.
3. After receipt of your login ID and password, go to [www.westonlakespoa.com](http://www.westonlakespoa.com) and login in at “Property Owner Login” on the Home Page.
4. After successfully logging in, you have now reached the private side of the POA Website and you are logged into your address profile.

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

POA Website "Visitor's List" Menu Link

The POA Website Visitor's Link is the "preferred" method for announcing guests either on a temporary or permanent basis.

After you have successfully logged into your profile using your initial ID and password, go to the "Gate Visitor's Menu link and enter your permanent and short term guests. On the average, information entered and then saved will "sync up" with your gatehouse software address profile within 15-20 minutes after saving your entry. ***Remember that the time between your website entry and the time the gate staff can physically see the entry on your address guest list is approximately 10-15 minutes.***

Complete procedures for "Gate Visitor" link entries can be found on the POA Website under Documents--> POA Miscellaneous Information and Documents – Including Gate Documents --> Weston Lakes Gate – POA Website – Gate Visitor Procedures.

**Some Basics to Remember:**

- Entries for a one (1) day pass expire at 11:59PM on the date of entry for expiration. If you are making an entry for an individual to arrive the next day, be certain that the expiration date is selected to cover the expected arrival.
- Never use any "special characters" in the first or last name fields, e.g. &"/";, etc.
- If possible, always place a business name in the "Last Name field" ONLY. This way the name will fall alphabetically on your gate guest list.
- After an entry expires, it does NOT drop off your POA Website Visitor List. It remains to show you a historical list of your guests entered. It does however drop off your gate profile guest list @ 11:59PM on your selected expiration date.
- Entries such as "Admit All or Allow All" totally defeat the efforts of controlled access. The gate presents an obstacle to unauthorized entry and these types of entries are NOT in the best interest of the community. We ask that you never add these types of entries at any time.

**Weston Lakes Property Owner's Association (POA) Inc.**

**32625 FM 1093**

**Weston Lakes, Texas 77441**

**Auto Attendant**

The Auto Attendant function allows you to call the gatehouse and utilize an automated prompt system to record and leave specific guest name(s) and instructions at your address profile. It is requested that this be the secondary notification process and be used if you did not list the guest on your POA Website Gate Visitor's Menu link. Like the POA Website, on the average, messages left on the Auto Attendant will sync up with the gatehouse software within approximately 15-20 minutes. It is not immediate and it is not like a home answering machine. ***Remember that the time between when you leave your Auto Attendant message and the time the gate staff can physically see that a message is waiting to be heard on your address profile is approximately 15-20 minutes.***

Complete procedures and a quick Job Aid for "Auto Attendant" functionality can be found on the POA Website under Documents--> POA Miscellaneous Information and Documents -- Including Gate Documents --> Weston Lakes Gate -- Auto Attendant Procedures.

**Some Basics to Remember:**

- Selections for a one (1) day pass expire at 11:59PM on the date of entry for expiration. If you are making an entry for an individual to arrive the next day, be certain that the correct prompt is selected to cover the expected arrival/departure length of time.
- Do not load multiple names in the same message. Create a separate voice message for each name of each guest.
- If you are getting a request for a PIN, it is generally because of one (1) of three (3) reasons:
  - o The number you are calling from is not registered on your address profile and caller ID for that number is not activated to recognize your number.
  - o Your caller ID is not passed thru the network by your telecom provider and therefore is not able to be identified by the Auto Attendant software.
  - o You may have blocked you caller ID number from being sent on your outbound calls. This is generally done in your telephone's Setting's Menu.
- Messages such as "Admit All or Allow All" totally defeat the efforts of controlled access. The gate presents an obstacle to unauthorized entry and these types of entries are NOT in the best interest of the community. We ask that you never leave a message for these types of requests at any time.

Order: N4WFTHZZY

6

Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWiseDocs

**Weston Lakes Property Owner's Association (POA) Inc.**

**32625 FM 1093**

**Weston Lakes, Texas 77441**

Guest Procedures

***IMPORTANT:*** All guests who drive vehicles into Weston Lakes and onto Weston Lakes private streets are **REQUIRED** to have a valid and unexpired driver's license or they will not be permitted entry, regardless if their name is on the guest list or not. Please notify all of your guests that a valid unexpired driver's license is required for entry to drive on private streets.

See the Covenants, Conditions and Restrictions (CCR's) – Section 3.35 (c)

When your guest arrives for admittance, the gate staff will ask the driver for their destination, meaning your address or your name.

Admittance requires the gate staff to check the driver's license expiration date. If a driver's license is expired regardless if the name is on your guest list, the driver will not be allowed admittance to drive on private streets.

If the driver's license is not expired, the gate staff will follow entrance procedures as found in the Weston Lakes Gate Rules and will register and admit entrance.

A valid Gate Pass is provided to the admitted guest. Guests may use the same Gate Pass for re-entry until the Gate Pass expires based on the Expiration date.

A valid driver's license is scanned and the driver's picture, as displayed on the valid driver's license is displayed on the gate pass, IF the state/country does not have a block on permitting the picture to be scanned. An OCR reader is used to scan a valid driver's license.

Gate Passes are not transferable from one driver to another driver. If they are discovered, the pass is confiscated, the vehicle is asked to leave the neighborhood and the property owner is notified.

Gate Passes should not be laminated; they will not scan for re-entry.

Gate Passes should not be photo copied; they will not scan for re-entry.

Guests should retain their valid gate pass for each re-entry. As long as the gate pass is valid and the driver is the same name as when the gate pass was created, access will be granted by scanning the scan bar at the bottom of the gate pass.

Please tell your permanent guests especially to retain their original gate pass for each re-entry. If a gate pass is lost, the driver will need to provide a valid driver's license and a new gate pass will need to be issued.



**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

Other Information

While the POA makes every effort to maintain a very high degree of system reliability, the various systems are also dependent on other factors such as electrical power availability, AT&T service availability, as well as continuous internet (Xfinity), access and service. These services are not within the POA's control and disruptions do occur. The POA attempts to keep you informed when service outages occur.

Official communication to the residents is through the POA Website Email Bulletins. Please keep your correct email updated on your User Profile. Depending on your email provider, POA EBulletin's may not always display into your "In Box". Please check other email folders e.g. Spam, Junk, Social, Promotions, etc.

Other "gate documents" available to you on the POA Website under Documents include:

- EZ Tag/Resident/Member Lane Entry Procedures
- Weston Lakes Gate Rules
- Weston Lakes Gate Rules – Real Estate Procedures
- Rental/Leasing Notification Form

In addition, the POA Website contains, but is not limited to, the following other Menu links and pertinent information:

- Conditions, Covenants and Restrictions (CCR's) for your particular Section as well as the overall By-Laws for the Association.
- Documents – Forms, guidelines, procedures, etc. are all available on this Menu link
- Weston Lakes Associations, Groups, Clubs and Organizations, etc.
- POA Monthly Meeting agendas, meeting minutes and monthly financials and audits.
- Monthly Calendar of Events
- Architectural standards and guidelines for new construction.
- Home Improvement procedures and all necessary forms and guidelines for submittal and approval
- Meet the current Board of Trustees (POA) and the Architectural Control Committee (ACC) members.
- Utility transfer information
- Online Directory and Address Book of all property owners and/or renters/leesees–  
**NOTE:** You may choose to hide your information on the User Profile Screen if you do not want to be displayed.
- Procedures if you choose to rent or lease your property to someone else.
- Frequently Asked Questions (FAQ's) – Lots of answers to questions here
- Hot Links to other valuable sites
- MUCH, MUCH MORE.....

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

**Resident Lane Access and Entry Information**

Resident lane automatic entry is completed through POA On-site office registration of vehicles using one (1) of four (4) different types of EZ tags:

- Harris Country Toll Road Authority (HCTRA) EZ Tag registration
- TexDot Toll Road (DTA) Tag registration
- North Texas (DNT) Tag registration
- Weston Lakes entrance(s) ONLY EZ Tag registration – Known as WELA tags.

If you have an existing HCTRA or DTA or DNT Toll Road tag on your vehicle's windshield, or a front license plate mounted tag, that same tag number can be used after registration to enter through the resident/member lane. Use of this tag number for entrance does NOT charge your account.

If you do not have either of these tags and NEVER have any intention of obtaining either of them, the Weston Lakes POA can and will supply to you a unique tag used strictly for resident/member lane access into Weston Lakes. These unique tags are known as a WELA EZ Tags and at the time of this writing, are currently offered at a cost of **\$20.00/tag**.

**NOTE:** Cost per tag is subject to change based on cost of tag purchase by the POA. Payment must be made at the time of registration through either a check made out to Weston Lakes POA or cash. Credit cards are not accepted.

WELA tags are not to be used for a short term period just until you can obtain a HCTRA or DTA or DNT Toll Road tag.

There are no refunds for WELA Tags after issuance and registration.

Resident/member lane entrance using EZ Tag access is reserved and ONLY for vehicles that are owned and/or reside full time by the property owner or resident at the property address in Weston Lakes. There will be no EZ tags registered for friends, household staff or other family members who do not reside "full time" at the property address in Weston Lakes. For vacant lots, ONLY "official property owners" on record will be provided registered EZ Tag access.

EZ Tag access through the resident/member lane is NOT a right of ownership but is instead a benefit and can be revoked for misuse or refusal to follow established gate rules. See the EZ Tag revoke policies on the POA Website.

Until a vehicle is registered for resident/member lane access, all vehicles are required to enter through the Visitor's lane. Gate Passes will be provided for this period of time.

The gate staff cannot register vehicles and EZ tags for access through the resident/member lane. Registration is only completed at the POA On-site office.

**Weston Lakes Property Owner's Association (POA) Inc.**  
**32625 FM 1093**  
**Weston Lakes, Texas 77441**

Resident's vehicles must have ONLY One (1) registered access EZ tag. More than one (1) tag on a vehicle sets off an alarm in the gatehouse and confuses the system and may prevent the gate arm from opening. If you had received and mounted a WELA tag in the past and now have chosen to also obtain and mount a HCTRA, DTA or DNT tag, you should ALWAYS check with the POA office to be sure if your vehicle is properly registered.

**How The Resident Lane Access Gate Works**

The resident lane gate arm operates on a "one vehicle at a time" principle. The first vehicle must have the opportunity to cross the "safety loop", imbedded in the concrete to give the gate arm a "close" signal. As long as vehicles are spaced, the arm will start downward travel and if another "open" signal is received, it will reverse and travel upward again.

Problems will arise from *"tailgating the vehicle ahead"*. The first vehicle receives an open signal after their EZ Tag is recognized. If the following driver is too close, he/she will attempt entry on the previous vehicles open signal. If the appropriate time is NOT allowed, the gate operation controller does what it is supposed to do, "CLOSE".

The resident/member lane and visitor lane have 24/7 video surveillance. All traffic for both lanes is recorded.

There is a fee for a gate arm hit. The fee is currently \$100.00/hit. The fee covers re-mounting of the gate arm and operator re-calibration. If the gate arm is severely damaged and cannot be re-mounted, the fee is \$100.00/hit plus all costs associated for all repairs.

Please take your time when entering the resident lane and ensure that gate arm recognizes you and rises for "your" vehicle. **DO NOT TAILGATE**.

**Weston Lakes Property Owner's Association (POA) Inc.**

**32625 FM 1093**

**Weston Lakes, Texas 77441**

**Other Weston Lakes Websites**

Weston Lakes Country Club – [www.wlakes.com](http://www.wlakes.com)

City of Weston Lakes – [www.cityofwestonlakes-tx.gov](http://www.cityofwestonlakes-tx.gov)

Fort Bend County Mud # 81 – [www.fbmud81.com](http://www.fbmud81.com)

Aqua Texas – [www.aquaamerica.com](http://www.aquaamerica.com)

[Texas Pride Disposal – MUD #81- www.texaspridedisposal.com](http://www.texaspridedisposal.com)

Best Trash – Riverwood Forest Sections ONLY - [www.best-trash.com](http://www.best-trash.com)

**Weston Lakes Property Owner's Association (POA) Inc.**

**32625 FM 1093**

**Weston Lakes, Texas 77441**

# Important Contact Information

<b>Main Entrance Gatehouse</b>	
<ul style="list-style-type: none"><li>• Guest Announcement – Auto Attendant – Short Term Guests</li><li>• Gatehouse Questions</li><li>• Email for Auto Attendant Questions and Special Events &gt; 10 guests</li></ul>	<ul style="list-style-type: none"><li>• 281 346 1214 or 281 533 0032</li><li>• 281 533 0055</li><li>• <a href="mailto:westonlakesvisitor@gmail.com">westonlakesvisitor@gmail.com</a></li></ul>
<b>POA Managing Agent</b> <b>KRJ Association Management</b> 1800 Augusta Drive Suite 200 Houston, TX 77057	713 600 4000 – M-F 8:00AM - 5:00PM <b>Dilma Camarillo– KRJ Manager</b> <a href="mailto:smile@krjcares.com">smile@krjcares.com</a>
<b>POA Onsite Office Hours</b>	Tues, Thur and Fri 9AM-5PM CLOSED Mon, Wed and Weekends
<b>POA Onsite Support – POA Website Administration and Gate Systems Administration – Architectural Control Committee Support</b>	<b>Don Conrad</b> 32625 FM 1093 Weston Lakes, TX 77441 281 533 9108 <a href="mailto:wlonline@gmail.com">wlonline@gmail.com</a>
<b>POA Onsite Support – Assistant</b>	<b>Stacey Gootee</b> <a href="mailto:wlonline3@gmail.com">wlonline3@gmail.com</a>
<b>Weston Lakes Country Club</b>	281 346 1967
<b>City of Weston Lakes</b>	281 533 0907
<b>MUD # 81 – Inframark LLC</b>	281 579 4500
<b>Aqua Texas – Riverwood Forest Sections ONLY</b>	888 370 6527
<b>Fort Bend County Animal Control</b>	281 342 1512
<b>Centerpoint Energy – Gas</b>	281 342 6665
<b>Fort Bend County Sheriff</b>	911 – Emergency 281 341 4665 – Non Emergency
<b>Fort Bend County Constable – Randall Richards</b>	Contact Fort Bend County Sheriff non emergency # above to see if on duty
<b>Texas Pride Disposal – MUD # 81</b>	281 342 8178
<b>“Best Trash” – Riverwood Forest ONLY</b>	281 313 2378
<b>Weekly Trash Pick Up Schedule – Texas Pride Disposal - MUD 81</b>	<b>Tuesday and Friday</b> – Tuesday ONLY for re-cycling. Contact Texas Pride Disposal directly for your re-cycling bin.
<b>Weekly Trash Pick Up Schedule – Riverwood Forest – Best Trash</b>	<b>Monday and Thursday</b> – Thursday ONLY for re-cycling. Contact Best Trash directly for bin and cart information and to set up billing.
<b>City of Weston Lakes/Fulshear Post Office</b>	281 533 9146 – You need to get your mailbox key from the Post Office.

Order: N4WFTHZZY

12

Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWiseDocs

## VI. "Auto Attendant" Quick Reference Guide – Short Term Guests ONLY

2 Telephone Numbers to Contact Auto Attendant	281 346 1214 OR 281 533 0032
---	------------------------------

If	Then
Telephone Number <b>IS NOT Recognized</b> via caller ID (asks caller for a PIN)	Message cannot be recorded for guest notification. Send an email to <a href="mailto:westonlakesvisitor@gmail.com">westonlakesvisitor@gmail.com</a> Include address, name and telephone number(s) and type of telephone number to be added. When work is complete, receive a confirmation email NOTE: Please allow 2-3 business days for numbers to be added and activated and email confirmation

If	Then
Telephone Number <b>IS Recognized</b> via caller ID – Allows entry to Auto Attendant Menu	<b>4 Guest Options are Offered</b> <ul style="list-style-type: none"> <li>• 1 Day Pass – Press 1</li> <li>• 3 Day Pass – Press 2</li> <li>• 1 Week Pass – Press 3</li> <li>• 1 Month Pass – Press 4</li> </ul>

Leave Voice Message - Note: Auto Attendant will allow up to 10 separate guest requests in the same telephone session. Each guest request must have a separate option selected and a separate message must be recorded.	Receive confirmation that message has been recorded. NOTE: If multiple guests messages are recorded, a confirmation message will be received after each recorded message
---	--

If	Then
Caller has completed all guest requests	Press 2 - Auto Attendant will say 'Goodbye'. Visitor notification has been completed.

## VII. Parties and Events

If	Then
10 or less guests	Access POA website and enter all guests or call Auto Attendant
11 or greater guests	Send an email to <a href="mailto:westonlakesvisitor@gmail.com">westonlakesvisitor@gmail.com</a> . Include address, name, date of party and all guests' names. Allow 7 days prior to the party or event for names to be entered. Email confirmation will be sent when names are entered.

# Weston Lakes Utility Transfer Information

It is extremely important that both buyers and sellers coordinate disconnection and reconnection of all utilities on the same day. No property should ever go without utility services. Below, please find a list of "some" utilities and providers within Weston Lakes.

<b>"Some" Electric Companies</b>	<b>Number</b>	<b>Website</b>
Ambit	877 282 6248	<a href="http://www.americanavengers.joinambit.com">www.americanavengers.joinambit.com</a>
Reliant Energy	713 207 7777	<a href="http://www.reliant.com">www.reliant.com</a>
TXU Energy	866 225 5898	<a href="http://www.txu.com">www.txu.com</a>
Gexa Energy	866 961 9399	<a href="http://www.gexaenergy.com">www.gexaenergy.com</a>
First Choice Energy		<a href="http://www.firstchoicepower.com">www.firstchoicepower.com</a>
Others available at →	<b>"Power To Choose"</b>	<a href="http://www.powertochoose.com">www.powertochoose.com</a>
<b>Gas</b>		
Centerpoint Energy	281 342 6665	<a href="http://www.centerpointenergy.com">www.centerpointenergy.com</a>
<b>Water</b>		
Inframark – MUD 81	281 578 4200	<a href="http://www.inframark.com">www.inframark.com</a>
Aqua Texas – Riverwood Forest Sections ONLY	888 370 6527	<a href="http://www.aquaamerica.com">www.aquaamerica.com</a>
<b>Satellite TV</b>		
Direct TV	888 777 2454	<a href="http://www.directtv.com">www.directtv.com</a>
Dish Network	888 825 2557	<a href="http://www.dishtv.com">www.dishtv.com</a>
CE Bridge Connections Cable	877 423 2743	<a href="http://www.cebridge.net">www.cebridge.net</a>
<b>Internet/DSL/TV</b>		
AT&T DSL/UVERSE	877 827 5288	<a href="http://www.att.com">www.att.com</a>
Pecan Internet	281 272 3522	<a href="http://www.pecan.cc">www.pecan.cc</a>
Internet America	800 232 4335	<a href="http://www.internetamerica.com">www.internetamerica.com</a>
Hughes Net	800 204 5590	<a href="http://www.hughesnet.com">www.hughesnet.com</a>
COMCAST/XFINITY – Gabe Zambrano	832 844 7133	<a href="http://www.xfinity.com">www.xfinity.com</a>
<b>Telephone - Land Lines</b>		
AT&T	800 464 7928	<a href="http://www.att.com">www.att.com</a>
Sage Communications	866 385 7281	<a href="http://www.sagecommunications.com">www.sagecommunications.com</a>
COMCAST/XFINITY – Gabe Zambrano	832 844 7133	<a href="http://www.xfinity.com">www.xfinity.com</a>
<b>Garbage/Trash</b>		
Texas Pride Disposal – MUD 81	281 342 8178	<a href="http://www.texaspridedisposal.com">www.texaspridedisposal.com</a>
Best Trash – Riverwood ONLY	281 313 2378	<a href="http://www.best-trash.com">www.best-trash.com</a>
<b>Post Office</b>		
City of Weston Lakes/Fulshear	281 533 9146	<a href="http://www.usps.com">www.usps.com</a>



Weston Lakes

# House Watch Form

Name of Property Owner/Resident

Renter: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: (Cell # preferably): \_\_\_\_\_

Departing Date: \_\_\_\_\_

Returning Date: \_\_\_\_\_

Did you stop newspaper service: YES NO NOT APPLICABLE

(Please circle one)

Who and how to contact in case of emergency?

Will anyone be allowed at your residence while you are away?

- Please complete and drop off this form 3-5 days prior to departure on your trip.
- Please complete the form and place in a sealed envelope. Write on the outside of the envelope:

**“TO BE OPENED BY FORT BEND COUNTY CONSTABLE ONLY”**

- Drop off envelope with the main gate personnel to give to the Fort Bend County Constable on duty.

Thank you and have a nice trip!!!!

*If needed, please use the reverse side of this form for more information*





//facebook.com/tpd

- Home (/)
- About (/about.html)
- Services (/services.html)
- Recycling (/recycling.html)
- Collection Guidelines (/collection-guidelines.html)
- Holiday Schedule (/holiday-schedule.html)
- Bill Pay (/bill-pay.html)
- Contact (/contact.html)

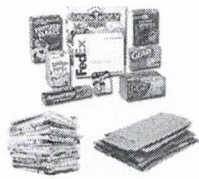
## Take Pride with Texas Pride Disposal

Texas Pride Disposal takes great pride in our recycling program. With our array of recycling options, it has never been easier to go green than with Texas Pride Disposal.

### Acceptable Recyclable Material

Order: N4WFTHZZY  
 Address: 4803 Waterbeck St

Order Date: 04-05-2023



Paper Products

- Newspaper
- Magazines
- Catalogs
- Junk Mail
- Envelopes
- Greeting Cards
- Wrapping Paper
- File Folders
- Computer Paper
- Construction Paper
- Grocery Bags
- Soda & Beer Boxes
- Shoe Boxes
- Clean Pizza Boxes
- Cardboard Boxes
- Waxboard Containers (Juice Boxes)
- Egg Cartons
- Paper Towel Rolls
- Phone Books
- Shredded Paper (Bagged)



Plastics (Please rinse)

- Plastics #1-#7
- Milk & Juice Bottles
- Soda & Water Bottles
- Shampoo & Soap Bottles
- Bleach & Detergent Containers
- Household Cleaner Containers
- Plastic Flower Pots
- Yogurt cups
- Microwave Dinner Trays
- Cups, Plates, & Dinnerware
- Prescription Pill Containers
- Thin Plastics - Please stuff inside one bag and tie off (Grocery Bags, Produce Bags, Dry Cleaning Bags, Newspaper Sleeves)



Metals (Please rinse)

- Soda, Juice, & Beer Cans
- Canned Food Cans
- Pet Food Cans
- Aluminum Foil
- Pie Trays
- Metal Jar Lids
- Pots & Pans
- Gutters (less than 5' long)
- Empty Aerosol Cans



Glass (Please rinse)

- Beer Bottles
- Wine Bottles
- Soda Bottles
- Jars

Unacceptable Items

The following items are currently not accepted in our recycling program and should be thrown away with your regular household garbage.

- Styrofoam
- Windows
- Dishes & Cups
- Soiled Pizza Boxes
- Mirrors
- Wet & Soiled Paper
- Coat Hangers
- Light Bulbs
- Facial & Toilet Tissue
- Paint & Solvent Containers
- Paper Towels

Proudly powered by Weebly ([https://www.weebly.com/?utm\\_source=internal&utm\\_medium=footer&utm\\_campaign=2](https://www.weebly.com/?utm_source=internal&utm_medium=footer&utm_campaign=2))

Order: N4WFTHZZY  
 Address: 4803 Waterbeck St  
 Order Date: 04-05-2023  
 Document not for resale  
 HomeWiseDocs



( / )

(/facebook.com/tpd)

[Home \(/\)](#)    [About \(/about.html\)](#)    [Services \(/services.html\)](#)    [Recycling \(/recycling.html\)](#)  
[Collection Guidelines \(/collection-guidelines.html\)](#)    [Holiday Schedule \(/holiday-schedule.html\)](#)    [Bill Pay \(/bill-pay.html\)](#)  
[Contact \(/contact.html\)](#)

## Collection Guidelines

At Texas Pride Disposal, we try to make our services as simple as possible for our customers. Please follow these simple guidelines when placing your waste out for collection.

### Basic Collection Guidelines

- **Service Time:** Please have your waste at the curb no later than 6:00 am.
- **Placement:** Place waste in cans, bags, or bundles weighing no more than 50 pounds.
- **Containers:** If using garbage cans, please use containers between 14 and 96 gallons. Please, no barrels or drums. Waste may also be placed in bags weighing no more than 50 pounds.
- **Yard Waste:** Please stack branches at the curb in individual piles no larger than 3 feet high by 3 feet wide by 3 feet long with the base of the branches facing the street. Although branches are not required to be tied and bundled, it is strongly encouraged. Branches must be no thicker than 12" in diameter to avoid damaging our equipment.
- **Freon:** Per Federal law, items containing Freon must be completely drained and have an accompanying ticket verifying Freon has been drained.

### Heavy Trash Collection

Heavy/bulk waste is collected every service day. We ask that you please limit heavy/bulk waste to two items per service day.

Heavy/bulk waste includes but is not limited to:

- Furniture (couch, table, mattress, box spring, desk, dresser, etc.)
- Appliances (washer, dryer, dishwasher, etc.)
- Hot Water Heaters
- Fencing/Decking/Siding (please remove nails, cut into lengths 4' or less, and tie and bundle under 50 pounds, limit eight bundles per service day)
- Trampolines (broken down, please place metal with recycling if possible)
- Basketball goals (broken down into sections 4' or shorter)
- Carpeting/Flooring (please cut into lengths 4' or shorter and tie and bundle under 50 pounds, limit eight bundles per service day)

### Items Not Accepted for Regular Collection

The following items can be collected for a negotiated price. Please [contact Texas Pride Disposal \(/contact.html\)](#) to have a representative provide you a quote for collection services.

- |   |                           |                  |                           |
|---|---------------------------|------------------|---------------------------|
| ◦ Dirt  | ◦ Rocks                   | ◦ Bricks         | ◦ Concrete                |
| ◦ Waste generated by a private contractor (remodeling, landscaping) | ◦ Motor Oil               | ◦ Batteries      | ◦ Tires                   |
|   | ◦ Pesticides/Insecticides | ◦ Paint (liquid) | ◦ Pool Chemicals/Chlorine |
|   | ◦ Gasoline/Kerosene       | ◦ Fertilizer     | ◦ Cooking Oil             |

Proudly powered by Weebly ([https://www.weebly.com/?utm\\_source=internal&utm\\_medium=footer&utm\\_campaign=2](https://www.weebly.com/?utm_source=internal&utm_medium=footer&utm_campaign=2))

Order: N4WFTHZZY  
Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWise Docs



(/)

(//facebook.com/tpd)

- Home (/)
- About (/about.html)
- Services (/services.html)
- Recycling (/recycling.html)
- Collection Guidelines (/collection-guidelines.html)
- Holiday Schedule (/holiday-schedule.html)
- Bill Pay (/bill-pay.html)
- Contact (/contact.html)

## Holiday Schedule

At Texas Pride Disposal, we observe four holidays: New Year's Day, Independence Day, Thanksgiving Day, and Christmas Day. In the event that your regular collection day falls on a holiday, customers who receive service through their MUD, HOA, or City will have service rolled to the NEXT SCHEDULED collection day. For subscription customers, details will be published here in advance.

### Upcoming Holiday Schedule

#### New Year's Day - Friday, January 1st, 2016

Friday-only subscription customers: Use Tuesday 12/29 and Tuesday 1/5 as alternate collection days

All other customers: Service will roll to your next regularly scheduled collection day

#### Independence Day - Monday, July 4th, 2016

TBD

#### Thanksgiving Day - Thursday, November 24th, 2015

TBD

#### Christmas Day - Sunday, December 25th, 2015

No interruption in services.

Proudly powered by Weebly ([https://www.weebly.com/?utm\\_source=internal&utm\\_medium=footer&utm\\_campaign=2](https://www.weebly.com/?utm_source=internal&utm_medium=footer&utm_campaign=2))

Order: N4WFTHZZY  
Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWise Docs



(/)

(//facebook.com/txpride)

- Home (/)
- About (/about.html)
- Services (/services.html)
- Recycling (/recycling.html)
- Collection Guidelines (/collection-guidelines.html)
- Holiday Schedule (/holiday-schedule.html)
- Bill Pay (/bill-pay.html)
- Contact (/contact.html)

Questions, comments, concerns, or compliments? Feel free to contact us!

By Email:

Name \*

First	Last

Email Address \*

Phone Number

Inquiry Regarding: \*

- MUD or HOA Garbage and/or Recycling Service Proposal
- Individual Subscription Service
- Billing Question
- Service Question
- General Inquiry

Comments \*

SUBMIT

By Phone:

Monday through Thursday, 8:00 am to 5:00 pm  
 Friday, 8:00 am to 4:00 pm  
 (281) 342-8178

By Mail:

P.O. Box 1186  
 Rosenberg, Texas 77471

Order: N4WFTHZZY  
 Address: 4803 Waterbeck St  
 Order Date: 04-05-2023  
 Document not for resale  
 HomeWiseDocs

## Riverwood Forest section of Weston Lakes HOA

BEST TRASH will be your new trash and recycling collection provider starting THURSDAY APRIL 2, 2015.

**You will now pay for your garbage services directly to Best Trash on a quarterly basis. Best Trash will direct mail a statement to you in March/June/Sept/December. Bills are sent one month prior to the start of the 3 month service period for payment of garbage and recycle collection services. Payment is due by the last day of the month prior to the service period start date. Nonpayment will result in a \$25.00 late fee followed by interruption of collection services.**

### NEW COLLECTION SERVICE DAYS:

Trash collection twice weekly on **Monday and Thursday** with new 96 gallon trash carts.

Recycle collection once weekly on **Thursday** with new 18 gallon recycle bins.

Please have trash and recyclables out to the curb by 7:00 a.m.

**TRASH:** On each regularly scheduled collection day, Best Trash will collect residential refuse located at the curbside in the provided Best Trash 96 gallon trash cart. Please place the cart in the street facing forward for collection. Residents are restricted to the use of Best Trash 96 gallon trash carts only. Best Trash will not empty any 96 gallon trash cart that is not provided by Best Trash, do not use previous companies trash cart for collection by Best Trash. Best Trash can provide additional 96 gallon trash carts for a fee of \$8.00 per month by calling 281-313-2378. If you provide your own additional trash containers, they must be between 30- 50 gallons, or trash may be placed in boxes or bags (not weighing over 40 pounds) and placed next to the Best Trash provided trash cart.

Items excluded from normal collection are dirt, rocks, bricks, concrete, tires, batteries, motor oil, cooking oil, waste generated by a private contractor or any materials or items deemed hazardous materials. Please do not dispose of gasoline, motor oil, paints, cooking oil, or any other liquid items in a container that are not visible to Best Trash personnel. If such items results in spillage that causes a stain, Best Trash is not responsible for the cleanup. Best Trash will leave a tag explaining the reason for any non-collected item(s).

Trees, shrubs, brush trimmings and fencing must be **bundled/tied in lengths no greater than 4 feet with no branch diameter exceeding 3 inches**. The bundling is required to allow quick pickup and size limitations are required to avoid damaging the equipment in the compacting process.

Items such as appliances, furniture, mattresses, carpet (**up to 1 room, rolled up four feet wide and less than 40 pounds, bundled and tied**), will be picked up on both of your collection days. By Federal Law, refrigerators, freezers, and any other items containing Freon must be drained of Freon and have an accompanying bill to validate such service was performed.

**RECYCLE:** Best Trash takes great pride in our recycle program. Ensuring the best recycle program for our customers takes time and effort on both sides. Please remove caps, liquids and food products from inside the containers. Please only use the provided recycle bin for recyclable materials; it is NOT an extra trash container.

Best Trash will collect **paper (including cardboard), plastics (1-7), aluminum and tin cans, and glass (all colors)** that are placed within the provided Best Trash 18 gallon recycle bin. If items exceed container capacity, please place them adjacent to the bin well marked as recyclable materials. Cardboard is recyclable, please break down all boxes, and place them next to the recycle bin for collection. If you find items left in your bin, it means they are not recyclable. Please dispose of these items in your trash container for the next scheduled pick up.

Best Trash will provide each current residence with one recycling bin and one trash cart. Best Trash will replace any containers that are defective or otherwise become unusable due to normal wear and tear. Lost or stolen containers can be replaced for \$65.00 per trash cart and \$9.00 per recycle bin by calling Best Trash.

If you would like to purchase an additional 96 gallon trash cart (\$8.00 per month) or a larger 64 gallon recycle cart with wheels and a lid (\$65.00 onetime fee), you may do so by contacting Best Trash 281-313-2378

**HOLIDAYS:** If your regular collection day falls on a holiday (New Year's Day, Memorial Day, July 4<sup>th</sup> – Independence Day, Labor Day, Thanksgiving Day, and Christmas Day), the collection will be made on the next regularly scheduled collection day.

Best Trash  
281 313-2378

[www.best-trash.com](http://www.best-trash.com)

Order: N4WFTHZZY

Address: 4803 Waterbeck St

Order Date: 04-05-2023

Document not for resale

HomeWiseDocs

# EZ Tag Entry Communication – August 4, 2015

## Overview

In an effort to clarify EZ Tag registration and activation for Member/Resident lane entry, the following information is being provided to Weston Lake's members/residents. While the following is lengthy, please take a moment to review this information. It will assist you in understanding EZ Tag access to the community.

## July 2015 Main Entrance Volumes

Description	# of Vehicles
Member/Resident Lane – EZ Tag's Recognized – Gate Arm Successfully Opened	69,357
Member/Resident Lane – EZ Tag's Not Recognized – Gate Arm did NOT Open	1,468
Visitor's Lane – Vehicles Processed	24,361
<b>Total Vehicles</b>	<b>95,186</b>

## Why Won't My EZ Tag Open the Member/Resident Lane Gate Arm?

- The EZ Tag is not registered and/or activated by the POA office
- You have not registered your EZ Tag and expect the gate staff to recognize you each time you enter
- Improperly mounted tags which could include:
  - Not adhered or sealed tightly to your windshield, hanging loose, taped on, in your wallet or purse, glove box, etc.
  - Mounted upside down
  - Mounted on the windshield in an area not recommended by Transcore, i.e. HCTRA, TXDOT, etc.
  - Mounted with Velcro strips, not adhered directly to the glass
  - Peeled off and moved from one windshield to another windshield – seal/chip broken
  - Laying on your dashboard and not mounted on your windshield

- Holding it up to the windshield instead of permanent mounting as required
- Not mounted on clear glass, touching or covering a windshield antenna which blocks the signal
- Mounted in a tinted glass area of your windshield, overhead reader unable to read
- The vehicle has a metal oxidized windshield, solar coating for cutting glare and UV rays. Metal oxidation or solar coating blocks the overhead reader from successfully reading an EZ Tag. A list of these vehicles can be found under Inoperability FAQ's @ [www.hctra.org](http://www.hctra.org) or by calling 281 875 EASY.
- Older plastic transponder type of EZ Tag. The transponder has a battery life of a few years. The batteries wear out just like a remote control. This causes inconsistent or no reads.
- Multiple "Transcore Based Tags" on the same windshield and ALL tags are not registered at POA office, i.e. parking garage tag, EZ tag from another state, both a HCTRA and TXDOT tag , HCTRA/TXDOT tag and a WELA tag, etc. This will cause inconsistent reads, one time it opens and the next time it is denied.
- Front load license plate or bumper mounted EZ Tags – Inconsistent reads depending on location and the overhead Transcore reader's ability to see, recognize and read this tag. A list of these vehicles can be found under Inoperability FAQ's @ [www.hctra.org](http://www.hctra.org) or by calling 281 875 EASY.
- You provided an incorrect number to be activated i.e. transposed number, wrong number, etc. Errors happen and can be corrected.
- The POA office entered an incorrect number i.e. transposed number, etc. Errors happen and can be corrected.

### My EZ Tag Works on the Toll Ways. Why Doesn't it Work at the Member/Resident Lane Gate?

- The "strength/sensitivity" of toll ways overhead reader. The Weston Lakes overhead reader is NOT the same strength/sensitivity as a toll way reader. If your EZ tag falls into one of the categories listed above, this could explain. It would possibly still work on toll ways.



## Weston Lakes ONLY "WELA" Tag Entrance

- If you do not have a toll way EZ Tag, Weston Lakes entrance ONLY tags (known as WELA Tags), are available at the POA office. These tags are ONLY for vehicles that have no plans of ever getting a toll way EZ tag or you have a properly registered and mounted EZ Tag but it will still not open the gate arm. This does not mean that a WELA tag will solve a specific problem.
- Cost: \$20.00/tag to reimburse the cost of the tag. **NON REFUNDABLE.** Personal check or exact cash ONLY. No change is available. Credit cards are not accepted. NOTE: Please do not ask to activate a Weston Lakes tag with a promise to pay later or ask for a loan.

## Motorcycles and EZ Tag Recognition

Motorcycles containing a registered EZ Tag or WELA TAG may have inconsistent reads when entering the Weston Lakes member/resident lane.

## Can You Use a Windshield Sticker Type EZ Tag on a Motorcycle?

- No. Many motorcycles do not have windshields and because the stickers cannot withstand elements like wind, rain and heat they must use a specialized climate controlled hard case EZ Tag. Please contact the Motorcycle FAQ's @ [www.hctra.org](http://www.hctra.org) or by calling 281 875 EASY for details.

## Other Important Information

- EZ Tag access through the member/resident lane is not a property owner's right of membership/ownership but is instead a benefit for the vehicles that reside at a member's address.
- Member/resident is responsible for ensuring that correct information is provided to the POA staff in a timely manner. The staff does not have mind reading ability and is only responding to information provided.
- We ask again, do not add vehicles and/or EZ Tag access for friends, family members who do not reside in Weston Lakes, nannies, maids, babysitters, etc. If this is discovered, all EZ tags for all vehicles registered at your address will be removed and each vehicle will need to enter thru the visitor's lane. This lane of entry is called a "member/resident lane"

because it is a benefit for members/residents ONLY. The member/resident will be held responsible for any damage to gate equipment caused by any vehicle registered to a member/resident's profile account.

- If you add a new vehicle for resident lane entrance, please remember to delete any/all pre-registered vehicles if a vehicle is traded, sold, etc. Also remember to remove your old tag(s) from the windshield, etc.
- Being rude or disrespectful, i.e. cursing, demanding special treatment because you feel you are "entitled" for entry, etc. to the gate staff or the onsite personnel because your tag will not open the member/resident gate arm will not be tolerated. While NOT experts in Transcore based EZ Tags, all will work with you to assist and help troubleshoot in determining a possible reason why the gate arm will not open for your specific Tag
- Please do not enter the member/resident lane if you already know that any of the above items fit your vehicle. It is inconsiderate to those vehicles and residents waiting in line behind you. Please enter through the Visitors lane, obtain a visitor's pass until you correct the problem for member/resident lane entrance.
- Completed EZ Tag Registration Forms which includes a "signature" that are dropped off at the Gatehouse or received via email on a day when the POA office is not open, are loaded on the first morning after the POA office re-opens. POA office hours are Tues, Thur and Fri from 9AM -5PM. Example: If dropped off on a Saturday, EZ Tag will not be registered until Tuesday AM. The EZ Tag Registration "Change" Form is located on the POA Website after login @ Documents----EZ Tag "Change" Registration Form. Instructions for form completion are included with the form. The form is also attached as a download file at the bottom of this communication
- You will not receive a personalized telephone call notifying you that your EZ Tag is registered unless there is a problem with the information contained on the form.

**Remember:** Automated systems are great but they are only as reliable as the information provided to the database that makes the system function

**WESTON LAKES**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**HOME IMPROVEMENTS REQUESTS, SUBMISSION AND PROCEDURES**  
**EFFECTIVE – JULY 5, 2017**

---

**Introduction:**

Per the Covenants, Conditions and Restrictions, property owner's making "exterior" home improvements are required to complete and submit an **Application for Home Improvements and Modifications Form** **PRIOR** to beginning the improvement. The Application outlines the information and documentation required to be included.

DO NOT BEGIN AN EXTERIOR HOME IMPROVEMENT PRIOR TO HAVING ARCHITECTURAL  
CONTROL COMMITTEE (ACC) AUTHORIZATION AND APPROVAL

NOTICE OF COMPLETION AND NON COMPLAINEE LIENS COULD BE PLACED ON ANY LOT WHERE  
A HOME IMPROVEMENT IS INSTALLED AND AN ACC APPLICATION IS NOT RECEIVED AND/OR  
APPROVED

(See Section 4.07 of the Covenants, Conditions, and Restrictions (CCR's), for Non Compliance  
Guidelines)

**Procedures**

- **It is suggested that all submissions be presented for review at least thirty (30) days before the anticipated start date of the improvement. Per the CCR's the ACC has 30 days to respond to an application.**
- All applications and supporting documentation are to be submitted via scanning and **electronically** emailed to the POA onsite office @ [wlonite@gmail.com](mailto:wlonite@gmail.com).
- Applications will however be accepted as "drop off" during normal onsite POA office hours of Tuesday, Thursday and Friday from 9AM-5PM. The onsite POA office will scan and forward the submissions electronically to the Architectural Control Committee (ACC) on behalf of the property owner.

**WESTON LAKES**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**HOME IMPROVEMENTS REQUESTS, SUBMISSION AND PROCEDURES**  
**EFFECTIVE – JULY 5, 2017**

---

- Submissions may also be US mailed to the Weston Lakes ACC as follows:

<b>Weston Lakes ACC</b> <b>32625 FM 1093</b> <b>Weston Lakes, TX</b> <b>77441</b>
--

All questions or clarification about these procedures, process or application completion should be directed to the onsite POA office @ 281 533 9108 or email @ wlonsite@gmail.com.

The **Application for Home Improvements and Modifications Form** as well as other information is found on the private side of the POA Website, [www.westonlakespoa.com](http://www.westonlakespoa.com). To locate the Application and these procedures, the following steps apply:

<b>Step</b>	<b>Action</b>
1	Login into the address profile and to the private side of the POA Website
2	Click on "Documents"
3	Click on "Architectural (ACC)Forms and Guidelines"
4	Click on <b>Application for Home Improvements and Modifications Form</b>

Each application for Home Improvements and Modifications Form must be completed in its entirety.

Upon receipt, the onsite POA office will review and vet each submission for completion and compliance to the CCR's and to the Architectural Standards Bulletin (ASB).

If additional information or clarification is required by the ACC after the submission, the property owner will be notified by the onsite POA office, allowing the property owner the opportunity to provide clarification and the information required.

When the submission is fully vetted, the onsite POA office will then forward the package electronically to all ACC Committee Members for review.

When reviewed for compliance to the CCR's and ASB, the ACC will respond and will either

- **Approve** the home improvement request
- **Deny** the home improvement request
- **Approve as noted**, the home improvement request

When approved or approved as noted, the POA onsite office personnel will electronically forward the signed application back to the property owner authorizing them to proceed with the home improvement.

**WESTON LAKES**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**HOME IMPROVEMENTS REQUESTS, SUBMISSION AND PROCEDURES**  
**EFFECTIVE – JULY 5, 2017**

---

When denied, the POA onsite office personnel will electronically forward the signed/denied application back to the property owner denying the request and/or explaining why denied per CCR's or what missing information is still needed.

While the ACC attempts to review all applications in a timely fashion, per the CCR's, the ACC has thirty (30) days to respond and render a reply of any type to the property owner. Please plan your home improvement submission accordingly.

It is suggested that all submissions be made at least thirty (30) days before the anticipated start date of the improvement.

A written reply by email requesting clarification or additional information constitutes an official response that meets the CCR requirements for a response within thirty (30) days.

When a home improvement is approved or approved as noted, the property owner has 6 (six) months from the date of approval to complete the home improvement. If the home improvement is not started during this period of time, a completely new application is required to be submitted to the ACC for the home improvement project.

If a home improvement project takes longer than 6 (six) months to complete, the ACC should be notified of the extended time required to complete the project.

If a contractor completes the home improvement submission request on behalf of the property owner, the property owner is required to sign the Application for Home Improvements and Modifications Form. Contractors **MAY NOT SIGN** on behalf of a property owner. Unsigned or incorrectly signed and dated applications will be returned to the originator until signed by the property owner.

A prospective property owner (contract to purchase a home or lot) may not submit a home improvement request until the property is officially settled and owned by the new home buyer. If an application is received immediately after a successful "closing", a HUD/ALTA statement or Warranty Deed is required to be submitted along with the Application for Home Improvements and Modifications.

A renter or lessee of a property may never submit a home improvement request.

All home improvement requests received will be reviewed on a First in First Out (FIFO), basis.

**Types of Home Improvements Requiring Approval**

All exterior home improvements and/or changes require ACC authorization and approval prior to the beginning of the work. For purposes of property owner clarification, listed below, are some examples of

**WESTON LAKES**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**HOME IMPROVEMENTS REQUESTS, SUBMISSION AND PROCEDURES**  
**EFFECTIVE – JULY 5, 2017**

---

exterior work requiring submittal, review, authorization and approval. While every attempt is made to quantify this list to incorporate all possibilities, there may be some improvements that are not listed below.

In addition, if multiple improvements are planned at the same time e.g. swimming pool, fence, outdoor kitchen, separate applications are required for each type of improvement.

Questions about an improvement you may be planning that is not listed below should be directed to the POA onsite office for clarification prior to making the home improvement request. **If you are not sure of your improvement will require ACC approval, always ask first.**

Some examples of home improvements requiring approval prior to starting the improvement include, but **are not limited to** the following: NOTE: This list is NOT inclusive of all types of home improvement submissions requiring approval

- In ground swimming pools, spas, hot tubs, lap pools. **Swimming Pools also require a \$1,250.00 non-refundable fee for two (2) inspections and a road use fee.** NOTE: Above ground swimming pools are not permitted in Weston Lakes.
- Swimming pool, spa enclosures of all types including screening
- Patios, decks including extensions, walk ways, steps and walls.
- Covered porches, patio covers and other permanent tie-ins to existing structures. - **\$375 fee which is non-refundable to be used for inspection fees. Three (3) inspections will be required, including foundation, framing and a final.**
- Pergolas, ramadas, armadas, arbors, gazebos, treselles, palapas, shade structures, awnings of all types, including flag type shade awnings used to block sun.
- Balconies
- Swimming pool, spa enclosures of all types including screening.
- Outdoor kitchens, outdoor bathrooms of all types
- Fire-pits
- Fences – All types of initial construction, including fence replacements whether different type/color of fence materials is being used to replace the existing and previously approved fence or if the same type/color of fence materials is being used to replace the existing and previously approved fence. **CHECK YOUR SPECIFIC SECTION/LOT TYPE FOR TYPE OF FENCE(S) ALLOWED**
- Irrigation water wells – **Riverwood Forest Sections ONLY – Fort Bend County Subsidence District Approval REQUIRED**
- Exterior Painting – Walls, trim, gutters, shutters, painted brick, etc. Even if same color is being used.

**WESTON LAKES**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**HOME IMPROVEMENTS REQUESTS, SUBMISSION AND PROCEDURES**  
**EFFECTIVE – JULY 5, 2017**

---

- Window replacement
- Shutter addition/replacement
- Roof Replacement
- Screening in an existing porch
- Door replacement including storm doors
- Outdoor backup generators
- Custom chimneys and chimney covers
- Driveways – circular/straight, new, extensions, changes and repairs, culverts – ***Some driveway improvements require a \$250.00 non-refundable fee for two (2) inspections.*** Contact the onsite POA office for clarification
- Driveway gates
- End of driveways monuments
- Basketball hoops – permanent only
- Standalone outdoor buildings and/or structures of any type- **NOTE: Only specific sections in Weston Lakes allow outdoor buildings – CHECK YOUR SPECIFIC SECTIONS CCR's**
- Exterior repairs – **When changes are made from original design.**
- Tree houses/play houses/play sets
- Walls of any types, including retaining walls.
- Hardscape of any type as part of landscaping.
- Lake bulkheads and retaining walls – Including replacement and/or maintenance.
- Lake docks/piers - Including replacement and/or maintenance.
- Flags and Flagpoles
- Solar Panels
- Concrete walkways



# WESTON LAKES

**32625 FM 1093 Weston Lakes, TX 77441**

**Phone: (281) 533-9108 - [wlon-site@gmail.com](mailto:wlon-site@gmail.com)**

## **Application for Home Improvements and Modifications**

- ✓ Owner Name: \_\_\_\_\_
- ✓ Physical address: \_\_\_\_\_
- ✓ Legal Description: Section \_\_\_\_\_, Block \_\_\_\_\_, Lot \_\_\_\_\_
  - Circle One: Bradford Riverwood Forest Lake Village Weston Lakes Fairway Villas Waterford The Reserve
  - Circle One: Golf Course Lot Lake Lot Brazos River Lot Interior/Perimeter Lot
- ✓ Owner mailing address: \_\_\_\_\_
- ✓ Owner email address: \_\_\_\_\_
- ✓ Owner phone number: \_\_\_\_\_
- ✓ Type of Improvement: \_\_\_\_\_
- ✓ Name & Phone of Contractor: \_\_\_\_\_
- ✓ Amount of check Received: \_\_\_\_\_ Check # \_\_\_\_\_ Date rec'd \_\_\_\_\_
  - Check to be made payable to Weston Lakes POA
  - **All applications must be submitted electronically to [wlon-site@gmail.com](mailto:wlon-site@gmail.com)**
  - **Swimming Pool** - \$1,250 fee required which is non-refundable to be used for road usage and swimming pool inspections. Owner is required/responsible to contact Dean Eichelberger (cell 713-254-1373) upon completion of construction such that final inspection can be scheduled.
  - **Driveways** - \$250.00 fee required which is non-refundable to be used for inspection fees. Owner is required/responsible to contact Dean Eichelberger (cell 713-254-1373) upon completion of construction such that final inspection can be scheduled.
  - **Patio Covers and other permanent tie-ins to existing structure** - \$375 fee required which is non-refundable to be used for inspection fees. Three inspections will be required, including foundation, framing, and final. Owner is required/responsible to contact Dean Eichelberger (cell 713-254-1373) upon completion of construction such that final inspection can be scheduled.
  - **All other improvements** – no deposit required

Order: N4WFTHZZY  
 Address: 4803 Waterbeck St  
 Order Date: 04-05-2023  
 Document not for resale  
 HomeWiseDocs





be provided to sufficiently describe the project in detail. A copy of any applicable city/county permits must be included.

Please include a sample of all improvements! (Example: Paint chip/swab/swatch, roofing shingle, siding sample, solar screen sample, fences, etc.)

In signing this application, I certify that all the information provided by me in connection with my application, whether on this document or not, is true and complete. I understand that any misstatements, falsification or omission of information shall be grounds for denial of this application. I further understand that the Architectural Control Committee has thirty (30) days upon receipt to review my application and I agree not to begin property improvements or modifications until the Committee notifies me, in writing, of their decision. As the homeowner, I agree to properly maintain any improvement and/or modification approved by the Committee of the Declaration of Covenants, Conditions and Restrictions of Weston Lakes POA. I have answered, truthfully, all questions pertaining to the proposed mentioned improvement or modification and have attached all samples, plans and permits required. Homeowner's signature and date is required in order for the application to be processed. I agree that the approval is valid for a period of (6) six months from the date as signed by the ACC below. A new application must be submitted for ACC consideration if the project is not completed within this time frame.

\_\_\_\_\_  
Property Owners Signature

\_\_\_\_\_  
Date

**Architectural Control Committee Use Only**

Recommendation of the Committee:

Approved

Denied

Approved as Noted

Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
ACC Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Signature

\_\_\_\_\_  
Date

## **ADDITIONAL INFORMATION FOR SPECIFIC REQUESTS**

### **Swimming Pools**

- ✓ When installing a swimming pool, you must submit a landscaping plan for screening of pool equipment.
- ✓ Swimming pools must be in ground and in conformance with Fort Bend County regulations.
- ✓ Owner is required/responsible to contact Dean Eichelberger upon completion of construction such that final inspection can be scheduled.
- ✓ *\$1,250 deposit required which is non-refundable to be used for inspection fees.*

### **Docks/Bulkheads/Retaining Walls:**

- ✓ Site/plot plan with construction plans
- ✓ Color and materials

### **Generators**

- ✓ Must include the generator specification sheet.
- ✓ Must be screened fully from the road right-of-way and any neighbor's yard

### **Fences:**

- ✓ Golf Course Lots: Wrought Iron only.
- ✓ Lake Lots: Wrought Iron only.
- ✓ Interior lots: 6ft Stockade or Wrought Iron (Estate interior lots are permitted to have ranch style/split rail fences).
- ✓ Riverwood: Ranch style/split rail fences, Wrought Iron, or 6ft Stockade (However lots on the Brazos must be Wrought Iron).
- ✓ Lake Village or Bradford on the Bend: 6ft Stockade or Wrought Iron.
- ✓ Oxbow Island: Wrought Iron Only.
- ✓ MUST include all dimensions including height of fence.

### **Irrigation Water Wells (Riverwood Forest Only):**

- ✓ Must be approved by Fort Bend County Subsidence District
- ✓ Must be completed within 90 days of Subsidence approval date
- ✓ Must be completed by a licensed/certified well driller
- ✓ Irrigation only
- ✓ **Check website for additional water well guidelines.**

## New Property Owner/Rental Notification Form

<b>Property Address:</b>	
<b>Property Owner #1 Name</b>	
<b>Property Owner #2 Name</b>	

**If Renter - Utilize Rental/Leasing Form and complete only applicable sections**

**Is Any Occupant Physically Challenged ? If yes, Name**

**Owner #1 Information**

<b>Home Telephone Number:</b>	
<b>Work Number:</b>	
<b>Cell/Mobile Number:</b>	
<b>Email address:</b>	

**Owner #2 Information**

<b>Home Telephone Number:</b>	
<b>Work Number:</b>	
<b>Cell/Mobile Number:</b>	
<b>Email address:</b>	

**Other Occupants who can make Gatehouse Changes**

<b>Home Telephone Number:</b>	
<b>Work Number:</b>	
<b>Cell/Mobile Number:</b>	
<b>Email address:</b>	

**Verifying Document(s)**

HUD	
Tax Bill	
Appraisal District	

**Is property a vacant lot?**

**If No - Alternate address not required**

**If Yes, Alternate address is required**

<b>Address</b>	
<b>Address</b>	
<b>City/State</b>	
<b>Zip</b>	

<b>Other Information:</b>	
---------------------------	--

---



---



---



---



---



---

**Weston Lakes Property Owners Association (POA)  
32625 FM 1093 Weston Lakes, Texas 77441**

---

**Application for Member/Resident Lane Toll Tag (EZ Tag) Registration**

**“New” Property Owners or Renters/Lessees Form**

**PLEASE BE LEGIBLE**

**Required Information**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Email Address \_\_\_\_\_

If a new owner, are you leasing back this property to the previous owner for a specific period of time?

Yes or No (Please circle one)

If yes, lease back end date? \_\_\_\_\_

Lease and/or rental agreement is **REQUIRED**

Are you a **NEW** Renter, leasing this property address in Weston Lakes? Yes or No (Please circle one)

If yes, a Rental/Lease Agreement is required in place of an ALTA Statement. The Property Owner(s) will retain the right for all registered vehicles to remain on Toll Tag (EZ Tag) access through Member/Resident Lane.

**New Vehicle Information: PLEASE BE LEGIBLE**

1. Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate Number \_\_\_\_\_ EZ Tag Number \_\_\_\_\_

Add or Delete (Circle One)

2. Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate Number \_\_\_\_\_ EZ Tag Number \_\_\_\_\_

Add or Delete (Circle One)

3. Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

License Plate Number \_\_\_\_\_ EZ Tag Number \_\_\_\_\_

Add or Delete (Circle one)

**Weston Lakes Property Owners Association (POA)  
32625 FM 1093 Weston Lakes, Texas 77441**

---

4. Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_  
License Plate Number \_\_\_\_\_ EZ Tag Number \_\_\_\_\_  
Add or Delete (Circle one)

**Special Conditions/Instructions and or Information:**

---

---

---

---

---

I have read and accept the Weston Lakes Gate Entrance Policies/Procedures and EZ Tag Registration for member/resident lane access. I confirm that the requested Toll Tag (EZ Tag) numbers are for vehicles that are owned and/or reside full time by above named resident or address. I understand that the normal turnaround time for these changes to be effective could be 3-4 business days from receipt of this signed application. Current POA onsite office hours are Thursday, Thursday and Friday from 9AM-5PM ONLY. I understand that until the time of registration and activation, the requested new vehicle(s) will be required to enter through the Visitor's Lane of entry.

There will be NO toll tags (EZ tags) registered for friends, household staff or other guests or family members who do not reside full time at the above address in Weston Lakes. For vacant lots, ONLY the "OFFICIAL PROPERTY OWNER" on record will be provided registered access. If it is determined that a property owner or renter/lessee has registered a vehicle that is not owned or registered to their property, ALL EZ tags registered for that address will be deleted and the vehicles and drives will be required to enter through the visitor's lane going forward.

---

Resident Signature – REQUIRED

**Weston Lakes Property Owners Association (POA)  
32625 FM 1093 Weston Lakes, Texas 77441**

---

---

<b><u>Completed Application Submittal (4 Options)</u></b>	<b><u>Location/Means</u></b>
<b>POA Office – Staff available Tues, Thur and Fri. 9AM-5PM</b>	<b>32625 FM 1093 – Gatehouse at Entrance</b>
<b>Gatehouse Personnel</b>	<b>Gatehouse – Gate staff will ensure that the onsite POA support receives on first day back during regular schedule.</b>
<b>Email</b>	<b>Scan and send to westonlakesvisitor@gmail.com OR wlonsite@gmail.com</b>
<b>US Mail</b>	<b>Weston Lakes POA 32625 FM1093 Weston Lakes, Texas 77441</b>

Order: N4WFTHZZY  
Address: 4803 Waterbeck St  
Order Date: 04-05-2023  
Document not for resale  
HomeWiseDocs