

*McKinney Greens Homeowners  
Information Guide 2019*



**McKinney Greens**  
Homeowners Association

Dear New Homeowner:

Welcome to our neighborhood and congratulations on the purchase of your home! On behalf of the McKinney Greens Homeowners Association Board of Directors and the other homeowners of McKinney Greens, we would like to welcome you to your new home and our community. You have found one of McKinney's best kept secrets.

The operation of your homeowners association is governed by a board of volunteer directors. The Board of Directors is elected by the community to oversee the daily functions and financial responsibilities of the Association. The Board is also responsible for maintaining member's compliance with the established Covenants and Bylaws of the Association. They have specific provisions regarding what can and cannot be done on your property. Please take the time to read through the Bylaws and Covenants documents you received during the home purchase process. Copies are also available on the community web site. Our community website at: [www.mckinneygreenshoa.com](http://www.mckinneygreenshoa.com) is the official communication channel between the Board of Directors and the homeowners. Upcoming activities and events, announcements, a community calendar, a neighborhood forum, deed restrictions and bylaws, architectural review forms, and volunteer committee information can all be found there. Please take a few minutes to familiarize yourself with its resources and get to know your community and neighbors through the Forum. Our welcome committee member will be glad to assist you with setting up a userid and password.

SBB Management Company is our contracted property management company. Contact information can be found under the **Contact Us** tab on our web home page. They should be contacted for service issues on community property, complaints regarding specific bylaw violations and for any questions regarding your annual homeowners' dues assessment.

Answers to many questions homeowners have are included in your welcome packet. Again, welcome to the McKinney Greens community! We look forward to you enjoying our neighborhood as much as we have. We know you'll find our neighborhood a great place to live and we encourage your participation in our activities and functions.

Sincerely,  
McKinney Greens HOA Board of Directors

McKinney Greens Board and Committees .....3

The Role of SBB Management Company .....4

What Do HOA Assessments Pay For? .....5

Home Owner Association Rules and Clarifications .....6

McKinney Greens Owner Responsibilities.....11

Do I Need a Permit? .....14

ACC Approval Form Submission Guide .....15

McKinney Greens HOA – Request For ACC Approval .....16

Violation Fining Policy .....18

Top Ten CCR Violations .....19

Neighborhood Schedules and Good to Know Things .....21

Neighborhood Safety .....22

City of McKinney Information .....24

About McKinney.....25

## **McKinney Greens Board and Committees**

### **Board of Directors**

President – Bob Marion

Vice President – Linda Hooper

Secretary – Kevin Lumberson

Treasurer – Kris Bogner

Member at Large – Marjan Shansab

### **Architectural Control**

Ruth Stovall, Brandon Howell, Kevin Lumberson

### **Welcome Committee**

Donna Lumberson, Ronda Steffey, Modena Meeks

## The Role of SBB Management Company

SBB Management Company was founded in 1974 and is one of the longest continually operating association management companies in the Dallas-Fort Worth Metroplex. SBB is committed to only managing community associations in the Metroplex area. We are exclusively dedicated to the community association industry and emphasize creating and maintaining partnerships with associations by providing personal service, attention to detail, and an enduring commitment to the community association industry.

SBB Management Company is an Accredited Association Management Company (AAMC). Our property manager is Dawn Young. Dawn's contact information is:

**SBB Management Company**  
8360 LBJ Freeway, Suite #300  
Dallas, Tx 75243

**Dawn Young, Senior Community Manager**  
Office 972-960-2800 ext 398  
Fax 972-991-6642

The day-to-day activities of our community's management team include many different tasks, but most will fall under the following general headings:

- Advise and provide administrative, managerial and operational counsel to the Board of Directors in order to assist the Board in decision making and operation of the business affairs of the Association.
- Perform site inspections of our community and individual homes for CC&R violations.
- Direct enforcement of restrictive covenants.
- Solicit, evaluate and assist in acquiring insurance consistent with the instructions from the Board.
- Supervise maintenance activities and contractor performances.
- Provide and explain association financial reports, which are kept in accordance with GAAP (Generally Accepted Accounting Principles).
- Financial collections and disbursements (including the collections of delinquent accounts and working with title companies prior to the selling of a home).
- Help develop association budgets.
- Work with an independent CPA firm selected by the Board to audit the association's books and records.
- Serve as a receiving center for association related homeowner and vendor telephone calls.

## What Do HOA Assessments Pay For?

- The general maintenance of all common areas, i.e. landscape services which include mowing, edging, tree trimming, chemical treatments, etc.
- Replacement of trees and shrubs
- Installation and maintenance of seasonal color changes for the entrance flowerbeds.
- The cost of electricity to operate the entrance lighting and irrigation systems throughout the community.
- The cost of water for the irrigation system to maintain the flower beds and grassy areas.
- The cost of repairs and general maintenance of the irrigation systems, i.e. replacing broken sprinkler heads, valves, etc.
- The cost of legal and tax services, including annual audit.
- The cost of insurance premiums, corporate and federal tax obligations.
- The cost of correspondence to homeowners, processing ACC requests, postage, etc.
- Professional management cost (SBB).

Please keep in mind that this represents only a portion of the services that homeowner dues provide for the community. SBB Management has been selected by the Board of Directors of your Association to provide professional management services. These services include collection of Association dues and fines. Maintaining the Association's books and records, enforcing your Declarations of Covenants, Conditions and Restrictions, performing regular property inspections and maintaining the common areas in a manner consistent with the Association's budget and Board instruction.

The Board has many responsibilities, including continual review of the Association's budget to decide if current homeowner assessments are sufficient in order to fund the community's upcoming annual expenditures, such as landscape maintenance, water and electrical increases for the common area lighting and irrigation, etc.

# Home Owner Association Rules and Clarifications

## Parking

No vehicle shall drive on or park on the Areas of Common Responsibility. The exception is first responder vehicles and landscape maintenance equipment.

Commercial vehicles displaying painted advertising, vehicle wraps, or signs are not permitted to be parked overnight on the street or in a homeowner's driveway except for vehicles (1) kept fully enclosed within a garage located on such Lot or (2) is in use for the maintenance or repair of a home.

Parked vehicles must not interfere with the adjacent or adjoining homeowner's ingress or egress to their own residence and driveway.

Vehicles parked and/or their location must not create congestion, obstruct site lines, or create safety hazards.

Trucks with tonnage in excess of one and one-half (1.5) tons shall not be permitted to park overnight on the property.

Vehicles parked on the street must not interfere with emergency vehicles, mail delivery, or with other service or delivery vehicles needing access to the neighborhood.

Vehicles may not park in any location in front of, or blocking access to a mailbox, any common area or any view lot.

All residences must consistently provide off street parking space to accommodate a minimum of two (2) vehicles in the required driveway, in addition to the two (2) spaces required in the garage.

There is no parking on the street in the area the community refers to as the "bridge".

As a courtesy to your neighbors, homeowner's vehicles should be parked only in front of their own lot.

On street parking must not interfere with any homeowner's rights to peacefully enjoy their residences and yards.

Vehicles shall not park on or block access to any sidewalk.

Orange reflectors in the center of the street are used to identify a No Parking zone.

All parked vehicles must be operable, have current registration, current inspection stickers.

Recreational vehicles, including but not limited to boats and personal water crafts, campers, travel trailers, motor homes, or similar vehicles or equipment, shall not be parked for storage in the driveway or front yard of any dwelling or parked on any public street overnight. For purposes of this provision, "storage" means a time period in excess of 48-consecutive hours. This provision is not intended to prevent owners who must temporarily bring in such vehicles for the purpose of cleaning, loading, or packing.

Per City of McKinney ordinance, it shall be unlawful to park any truck, truck trailer, or van with a manufacturer's rated capacity exceeding one ton on a public street, between the hours of 6:00 p.m. and 7:00 a.m.

Per City of McKinney ordinance, it shall be unlawful to park any tractor, tractor trailer, farm trailer, or other agricultural equipment on a street, between the hours of 6:00 p.m. and 7:00 a.m.

### **Operating a Home Business**

The following items are taken from the City of McKinney ordinance regarding home occupations. Additional requirements and standards for operating a home business can be found on the City of McKinney website.

Home based business shall maintain the residential character of the neighborhood.

The uses must conform to applicable City of McKinney ordinances and State of Texas statutes.

A home business shall be clearly incidental and secondary to the use of the premises for residential purposes.

A maximum of one commercial vehicle, capacity one ton or less may be used or parked on the property in connection with the home business. The commercial vehicle shall not be parked in the street.

Displaying advertising signs or other visual or audio devices that call attention to the business use is not allowed.

### **Per our CCR:**

No business activity shall be conducted on the property which is not consistent with single family residential purposes.

Homeowners may use their residence for quiet, inoffensive activities so long as the activity does not materially increase the number of vehicles parked on the street.

## **Areas of Common Responsibility**

Common areas are to be used exclusively by McKinney Greens residents and their guests.

Residents should notify the Board of Directors when an event is planned. This allows the Board to provide any needed assistance.

Contact any Board member to unlock electrical outlets if electric power is needed to support an event.

When an event is not sponsored by the HOA, organizers shall take responsibility for safety and actions of all participants. In addition, any damage to property that may occur, the organizers shall be responsible for any cost to replace or repair.

Events and activities that could cause disturbance to surrounding homes should begin after 9:00 am and end by 10:00 pm.

Safety should be a focus for all homeowners, especially when children are involved. Risks include: common area terrain, water, snakes, dangerous wildlife and busy roads.

Parking should not create any restricted access for emergency vehicles that are responding to 911 or other calls.

No open fire of any kind is permitted. Traditional cooking grills are fine.

Any and all equipment, structures, chairs, etc. should be totally removed at the event conclusion. Any trash should be cleaned up and removed.

Alcoholic beverages should be used in moderation for the benefit and protection of all involved.

Events for the purpose of protest against our HOA or residents are discouraged.

View lots, although common areas should not be used for any type of group event. Suitable event areas include Stewart Road, Dog Leg Bridge east, Dog Leg Bridge west.

No parking on or driving on the Common Areas, including the view lots.

Enjoy our neighborhood, meet new neighbors and make new friends. Have fun!

## **Architectural Control Committee {ACC}**

The ACC ensures the appearance and maintenance of the lot, fences, the dwelling, and accessory structures so as not to be unsightly when viewed from the street, park/greenbelt (formerly known as the golf course), common areas or neighboring lots.

The ACC approves, among many improvements and modifications, roof replacement, exterior alterations, home additions, patio covers, pergolas, paint of exterior doors and exterior walls of the house, and stain color of fences.

The ACC is composed of three (3) volunteer members who are homeowners in McKinney Greens. All ACC members are appointed by the McKinney Greens HOA Board of Directors. A Board member may be appointed to serve on the ACC to maintain the three (3) person membership.

All matters before the Committee shall be decided by majority vote of its members. A majority of votes either for or against approval of a homeowner's request is the approved course of action.

The ACC members will decide among themselves who will be the Chairman of the committee.

Refer to the ACC Rules and Guidelines document for information and requirements.

### **Signs**

#### **The following signs are not allowed:**

Signs or unsightly objects may not be erected, placed, or permitted to remain on the Property or to be visible from windows in the dwelling

For Rent signs and For Lease signs

Advertising or personal business signs in the yard

Advertising signs on vehicles parked overnight

Any offensive signs

#### **The following signs are permitted:**

One (1) Realtor sign advertising a home for sale

Homes for sale by owner may have one (1) professionally-made yard sign of not more than five (5) square feet advertising the property

Political signs may be used in accordance with State Law, one per issue or candidate put in place no sooner than 90 days before the pertinent election and removed ten (10) days immediately after

City of McKinney required ET controller sign

Security system notification signs, one (1) in the front yard and one (1) in the back yard

A small No Solicitation sign

One (1) school spirit or athletic sign is allowed for each activity.

### **Wrought Iron Fences**

Any fence that abuts the park/greenbelt (formerly known as the golf course) shall be constructed of wrought iron and shall not exceed four (4) feet in height and be designed to the specifications outlined in the CCR Second Amendment, Exhibit A.

Wrought iron fencing shall separate each Lot from the park/greenbelt (formerly known as the golf course), then turn the corner of the lot and extend an additional ten (10) linear feet along the side property lines separating the lot from the adjacent lots or Common Areas. At that ten (10) foot point, the fence will change from four (4) feet high wrought iron to wood. The wood fence will gradually step up to the maximum six (6) foot height allowed.

Wrought iron fencing shall only be painted black.

## **McKinney Greens Owner Responsibilities**

### **Pets**

In accordance with the City of McKinney "pooper scooper" law, pet owners are required to pick up their pet's feces. Failure to do so will result in a citation from the city.

All pets must be on a leash no longer than six (6) feet in length when in public places.

All pets must be confined either behind an adequate fence or inside of the home.

Pet owners are responsible to keep their property free of pet debris to reduce noxious odors.

No more than four pets will be permitted on each Lot.

### **Landscape Compliance Standards**

Each owner, at their own expense, must maintain their yard at a level, standard, and appearance that is commensurate with the neighborhood.

Maintain an attractive ground cover, bark mulch or lawn on all yards visible from a street, Common Areas or park/greenbelt with consistent watering. Bare dirt is not allowed.

Edge the street curbs and all sidewalks at regular intervals and dispose of clippings.

Mow the lawns and trim all plant materials at regular intervals and dispose of clippings. Fertilize as required and practice weed control.

Prevent lawn weeds or grass from exceeding 6 inches in height by mowing at regular intervals.

Keep shrubs trimmed to maintain an attractive appearance; bed areas must be free of weeds and grass.

Trees on a Lot must not have branches within five (5) feet of the ground unless that is a known characteristic of the tree (i.e. Magnolia).

Tree branches must be trimmed to a minimum height of six (6) feet above city streets and sidewalks.

Trees must be maintained in good health; dead or dying trees must be removed.

If a tree is older than one year, stakes, wires or straps may not be attached to the tree.

Replace dead plant material, as needed, to maintain the minimum landscaping and lawn requirements.

A minimum of twelve (12) three (3) gallon shrubs and at least one (1) three (3) inch caliper tree in the front yard is required.

Sidewalk and driveway seams must be kept free of grass and weeds.

Sprinkler systems are required; they must be operational and operated on a regular schedule.

### **House Maintenance Standards**

Each owner is expected to maintain his lot and dwelling to a level, standard, and appearance that is commensurate with the neighborhood.

Maintain all improvements to include but not limited to, the dwelling, pergolas, patio covers, accessory structures, fences, landscaping, sprinkler systems, sidewalks, and driveways.

Maintenance includes preventative maintenance, repairs as needed, and replacement as needed.

Each owner must repair and replace worn, rotten, deteriorated, dead, and unattractive materials, and must repaint all painted surfaces or re-stain all stained surfaces when needed. Colors must be approved by the ACC.

### **Fence Maintenance**

All fences shall be maintained so as to comply with the requirements of the governing documents at all times. Such requirements include, but are not necessarily limited to, the following maintenance standards:

All broken, loose, rusted, damaged, or missing parts (i.e., slats, rails, bars, posts, gates, and panels) of fences shall be replaced or repaired when needed to be compliant.

Repairs of any nature shall be made with materials of comparable composition, color, size, shape, and quality of the original fence to which the repair is being made.

Paint on wrought iron fences or stain on wooden fences, if applied, must be maintained in a non-faded condition. All colors used must be approved by the ACC.

Products manufactured for other uses such as plywood, corrugated steel, or fiberglass panels are prohibited as fencing materials.

Fences and gates enclosing swimming pools or spas must be repaired immediately.

Wooden fences shall not be out of vertical alignment more than one (1) foot from the vertical, measured at the top of the fence.

Wrought iron fences shall not be out of vertical alignment more than six (6) inches from the vertical measured at the top of the fence.

Gates shall close and maintain alignment to fence.

## Do I Need a Permit?

### Residential Fence Permit

To determine if you need a residential fence permit from the city, answer the following questions:

Is there an existing fence?

If **no**, you will need a permit.

If **yes**, read the next paragraph and answer the questions below it.

If you answer '**Yes**' to either of the questions below, you will need a fence permit from the city.

Will the height be changed?

Will the location be changed?

If you answer '**No**' to both questions, the project is considered to be a repair and does not require a permit.

### Roofing Permit

As of March 15, 2015, **ALL** residential roofing jobs now require a permit from the city. Fees are based on value of construction.

### Residential Accessory Structure

Project Types: Shade covers, Pergola, patio cover, arbor, gazebo, carport, garage, storage shed

Size:

Accessory structures 120 sq ft or less **DO NOT** need a permit

Accessory structures may **NOT** exceed 200 sq ft Carports and

Garages may **NOT** exceed 500 sq ft

Setbacks:

3 ft from any side property line

10 ft from the rear property line

3 ft from rear property line if an alley is present (exceptions may apply)

## ACC Approval Form Submission Guide

Please refer to the *Declaration of Covenants, Conditions and Restrictions (DCC&R)* for all architectural guidelines at [www.mckinneygreenshoa.com](http://www.mckinneygreenshoa.com). If you have additional questions or concerns after reading the DCC&R, please call Dawn Young at 972-960-2800 ext. 398.

**The Declaration of Covenants, Conditions and Restrictions (DCC&R) of McKinney Greens Homeowners Association, Inc. states:** "...No Architectural/Landscaping changes may be made without first getting approval from the Architectural Control Committee (ACC)...."

- **SBB Management Company is not the ACC** and does **not** make ACC determinations. HOA Management acts as a liaison between the ACC and the homeowner(s).
- **Please completely fill out the ACC request form.** If it is incomplete, the ACC will be unable to make its' determination. The time period in which the ACC has to make a determination will begin when all materials have been submitted completely. We want to process your request as efficiently as possible and can better achieve this if the form is completed properly.
- **Please be certain to include a copy of the survey plat of your lot** with the correct figures/measurements and placement of your improvement(s) clearly marked. You should have received a copy of your plat at closing. (Should you need to obtain another copy of your plat it will be necessary for you to contact the title company that handled your closing. Unfortunately, HOA Management **cannot** obtain this item for you.)
- **Please include any construction plans, building permits and material samples, etc.** you may have (depending on the project) as well as the requirements outlined in the DCC&R. This might include a list of materials like the type and color of wood, stain, brick, metal, etc. and possibly samples of the materials (at the ACC's request) after the initial application.

*Note: HOA Management cannot fill out the ACC request form, plat, materials list, etc, for the homeowner. It is the homeowner(s) responsibility to obtain and complete these items. HOA Management will, however, assist in guiding you through this process.*

- Once you have filled out the paperwork completely, included your survey plat and building permit, and any other requirements according to the DCC&R, please mail, email or fax, if no material samples are to be submitted the application to the following address:

SBB Management Company

Attention: Dawn Young  
8360 LBJ Freeway  
Suite 300  
Dallas, Texas 75243

Phone: 972-960-2800 ext 398  
Fax: 972-991-6642  
Email: [d.young@sbbmanagement.com](mailto:d.young@sbbmanagement.com)

**Once HOA Management receives your completed application, it is immediately logged and forwarded by mail or direct delivery to the ACC. In accordance with the DCC&R guidelines, the ACC is allowed up to (14) fourteen days in which to make and notify you of their determination.**

Please note that SBB does not have the ability to change a determination made by the ACC.

We hope these guidelines help you with your Architectural Committee Request.

## McKinney Greens HOA – Request For ACC Approval

This is your application for approval by the Architectural Control Committee of an improvement to your lot or home. Please read it carefully. The Architectural Control Committee will review your information and approve or deny your request. **The Architectural Control Committee has up to (14) fourteen days to respond with a decision following the receipt of this request.** Please send by mail, fax or email **TWO (2)** completed request forms to:

McKinney Greens HOA ACC  
8360 LBJ freeway Suite 300  
Dallas, Texas 75243

Phone: 972-960-2800  
Email: [d.young@sbbmanagement.com](mailto:d.young@sbbmanagement.com)

NAME: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

### Check Appropriate Request:

\_\_\_\_\_ **INSTALL SATELLITE DISH** – Please include map or describe proposed location. Satellite dishes larger than eighteen to twenty four inches (18" to 24") in diameter shall not be allowed unless they comply in all respects with the Declaration of Covenants, Conditions and Restrictions for McKinney Greens Homeowners Association, Inc.

\_\_\_\_\_ **FENCE REPAIR OR REPLACEMENT** \*\*\*All fences are to be maximum 6 ft. in height\*\*\*

\_\_\_\_\_ **NEW FENCE** (Include: city work permit)

\_\_\_\_\_ **PERGOLA OR PATIO ADDITION** (Include: city work permit)

\_\_\_\_\_ **NEW ROOF** (Include: city work permit, manufactures specs – type, color, warranty)

\_\_\_\_\_ **OTHER**

Please provide stain color \_\_\_\_\_ for pergola or fence work.

**DETAIL OF WORK:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please include a copy of the SURVEY of your Lot showing the EXACT location, height/square-footage of the improvements, existing structures and property lines and a complete list of construction materials and construction drawings/plans.**

### CERTIFICATION AND AGREEMENTS:

Homeowner certifies that all materials submitted to the Architectural Control Committee with this application for review are true and correct. Homeowner understands and agrees that no work may be performed prior to or in deviation from the terms of a permit approved by the Architectural Control Committee. Homeowner agrees to be bound by the Architectural Control Committee Rules and Standards.

Date of Application: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Estimated Complete Date: \_\_\_\_\_

Homeowner Signature: \_\_\_\_\_

## McKinney Greens HOA – Request For ACC Approval cont'd

Date Received by HOA Management \_\_\_\_\_

Date Received by the ACC \_\_\_\_\_

### Architectural Control Committee Action:

\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved

\_\_\_\_\_ Other

### COMMENTS:

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Homeowners Association McKinneyGreens Inc. Architectural Control Committee

By: \_\_\_\_\_

Date of Action: \_\_\_\_\_

THIS APPLICATION HAS BEEN REVIEWED FOR THE LIMITED PURPOSE OF DETERMINING THE AESTHETIC COMPATIBILITY OF DESIGN WITH THE VARIOUS PROVISIONS OF HOMEOWNERS ASSOCIATION OF MCKINNEY GREENS, INC. DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS. NO REVIEW HAS BEEN MADE WITH RESPECT TO FUNCTIONALITY, SAFETY, COMPLIANCE WITH GOVERNMENTAL REGULATION, OR OTHERWISE AND ANY PARTY WITH RESPECT TO ANY SUCH MATTERS SHOULD MAKE NO RELIANCE ON THIS APPROVAL. THE ABOVE SIGNED EXPRESSLY DISCLAIMS LIABILITY OF ANY KIND WITH RESPECT TO THIS REQUEST, THE REVIEW THEREOF, OR ANY STRUCTURES BUILD PURSUANT THERETO. THE ARCHITECTURAL CONTROL COMMITTEE MAKES NO WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, OR ANY OF ITS MEMBERS AND NONE ARE TO BE INFERRED FROM APPROVING OR DISAPPROVING THIS APPLICATION.

## Violation Fining Policy

McKinney Greens Home Owners Association has adopted the following Fining Policy for the enforcement of the Association's Governing Documents including: The CC&R's, By-Laws, ACC Rules Clarifications and Maintenance Standards.

1. Violation Notice (Warning): Homeowners will be notified when a violation occurs and will be given a time period of 14 days in which to correct the violation. Violations which present hazards for residents or are damaging property will require immediate correction and any costs for same will be assessed to the owner's account.
2. Assessment of Fines: If after the specific time period given, the violation continues, the homeowner will be notified that a fine will be levied against his/her account.
3. "Damage Assessment": Violations that result in property damage or cause the Association to incur cleanup costs will result in a "Damage Assessment" on the homeowner's account. Non-payment of this type of assessment will result in additional fees, a lien will be placed on the property and Attorney fees will apply.

### Fine Schedule

1st Notice: An owner will receive a courtesy letter and 14 days to comply, if compliance is not met then;

2nd Notice: An owner will receive a second letter and an additional 14 days to comply, if compliance is not met then;

3rd Notice: An owner will receive a \$25.00 fine. If compliance is not met within 14 days, the owner will receive an additional \$50.00 fine. The fines will increase by \$25.00 every 14 days until compliance is met.

Note: Any accrued fines take precedence over HOA dues and will be deducted from payments prior to the reduction of a resident's dues balance. All of these fines will be collected thru the collections department as are the association dues.

Some violations, such as damage to common areas or the property of others, carry different fine.

## Top Ten CCR Violations

The Declaration of Covenant, Conditions, and Restriction (CC&R) helps homeowners to maintain the community's appearance, enhance property value, and establish general scheme for the development of the property. Each owner receives a copy of the CC&R at the closing of the house. The HOA has the authority to enforce the terms, provisions, and conditions of the CC&R and to impose reasonable penalties per day if a homeowner, tenant or guest does not follow these regulations.

The Top Ten CC&R rules are NOT the only rules. These are the most common violations. Please read your entire CC&R for full understanding. You may also find a copy online at the community website at [www.mckinneygreenshoa.com](http://www.mckinneygreenshoa.com) under Documents then Architectural Documents.

1. Each home is to be used only by a single family for private residential purposes. It is against our CC&R rules to use one house for multiple families.
2. Lawns – Lawns should be mowed regularly and maintain the landscape in good condition at all time. No hedge should obstruct any sidewalk or visibility of intersections of street.
3. Trees and Flowerbeds - The minimum landscape is twelve (12) 3 gallon shrubs in the front and there must be at least one (1) 3" trunk diameter tree. Replace dead or damaged shrubs. Remove all stakes and ties from trees over one year old. Remove unapproved yard art. All bed areas must be free of weeds and grass. The bed areas should be mulched so that there is no bare dirt showing. Mow, edge and fertilize (according to your grass type) your lawn regularly. Treat for weeds as needed. Please mow often so that your grass is not taller than 6".
4. Sprinklers - Program your sprinklers to run at the designated date and within the allowed time frame. Be sure to confirm the water restrictions on the city of McKinney website. [www.mckinneytexas.org](http://www.mckinneytexas.org).
5. Fences - Inspect your fence on a regular basis to ensure it is straight, in good repair and gate (s) are able to open, close and latch properly. Contact your preferred fencing company for appropriate repairs. (Ace fence built most of the fences in our neighborhood).
6. An ACC form should be approved by HOA **before** you start any exterior construction, painting or building roof extensions, patio covers, and roof replacements. There are specific colors for fence stain and roof shingles. Note to remember: If something **CHANGES** the appearance, you need a permit.

7. Street Parking – No parking is allowed on the street except temporarily. Vehicles should not block sidewalks and emergency vehicles. Boats, trailers, motor-homes, campers and commercial vehicles are not allowed to be parked on the driveway or on the street. Park it in the garage if possible. All work on vehicles should be done in the garage except for regular maintenance. No long term work while sitting in the driveway or on the street.
8. Pets should be kept within fenced area and not allowed to run free. Be courteous and clean up after your pet when walking in the neighborhood.
9. Lawn mowers, rakes, carts, etc. should be stores in the garage or out of sight when not in use. After trash has been picked up, the trash containers should be stored in the garage or someplace where it is not visible from the street or the adjoining lots.
10. Delinquent dues or violation fees - HOA may apply late charges, service charges and fines to your account if dues and fees are not paid on time or discussion with the Board about these has not happened.

## Neighborhood Schedules and Good to Know Things

### Trash Pickup Day – Friday

**Lawn Watering Day** – Same as Trash Day, then 3 days afterward (Monday) unless on water restrictions. Then only on Trash Day. Signs will be posted and notices sent out when on restrictions.

### Acceptable recyclable items:

Aluminum/Steel Cans	Cardboard
Newspaper/Magazines	Junk Mail
Glass Bottles or Jars	Catalog
Cereal/Food Boxes (remove wax insert)	Plastics 1-7

### Unacceptable recyclable items:

Aluminum Foil	Packing Peanuts
Batteries	Styrofoam
Household Hazardous Waste	Tissue Paper
Wax Paper	Window Glass

**Yard Waste Pickup:** Yard waste and flower clippings must be in the brown paper yard waste bags. Tree limbs should be cut into 4' long pieces and tied together with string/twine. Place these on the curb with your trash cans for Friday morning pickup. If you have a large amount of yard waste or tree limbs you can call the Trash Pickup number for a bulk pickup.

**Residential Waste Disposal (Do-It-Yourself):** You can haul your waste to the 'dump' yourself. You need to take a copy of your latest water bill and your driver's license showing your current address. The Custer Transfer Station located at 9901 Custer Road (Ridgeview, south of 121), Plano, Texas 75025 Phone 972-727-6341 Hours Monday – Saturday 8 am – 4:30 pm  
You are allowed 2 drop-offs per monthly billing cycle.

## Neighborhood Safety

There is a **STOP** sign at the Stewart entrance at Chip and Ferrule. Please come to a complete stop at this intersection before turning. Watch for homeowners backing out of their driveway along this intersection.

The speed limit within our neighborhood is **30 mph**. Please drive this or slower, especially if you see neighbors or children along the streets.

The curve at Ferrule and Dog Leg Trail and the one at Ping and Dog Leg Trail are very dangerous curves. They have reflectors in the street marking **NO PARKING** within the curve. Please avoid parking anywhere near these curves. Even if you are outside the reflectors, the cars still block the view of oncoming traffic and cause drivers to drive on the wrong side to get around the curves.

Please be aware of the bike lane in our neighborhood. Dog Leg Trail and Barranca are the main streets.

We have many small children, please be aware and watch for them playing along each street.

If your house backs up to the what was previously golf course land please be aware that there are wild dogs, bob cats, mountain lions and other wild animals living or passing through the course.

Report door to door solicitors that aren't wearing a permit in sight on their clothing or around their neck.

Report any unusual activity or strangers to the police.

Please avoid walking or allowing your children to play around the creek areas on both sides of the bridge. There are snakes and the ground is uneven and could cause falls.

Get to know your neighbors. This will help identify strangers hanging around or going into your neighbor's home when they are away.

Be aware of your surroundings when entering and leaving your garage. Be certain you have closed your garage door when leaving your home.

Be aware of personal information shared online. Don't give out information about being out of town and no one at your home.

Shred documents that have personal information on them before throwing in the trash.

Be careful opening your door when you aren't expecting anyone. If home alone don't open your door to strangers.

Don't leave large electronic boxes out for people to see when you have gotten something new. Break them down small enough to go in your recycle bin or carry to the city dump.

## City of McKinney Information

City of McKinney Main Telephone Number - 222 N Tennessee St – 972-547-7500  
City of McKinney Parks and Recreation – 1611 N Stonebridge Dr – 972-547-7330  
Emergency – 911  
Fire & Police Non-Emergency Number – 972-547-7600  
Water Department – 972-547-7550  
Trash Pickup – 972-562-9844 Recycling  
Information – 469-452-8000  
Hazardous Waste Pickup – 972-547-7385  
City Website: [www.mckinneytexas.org](http://www.mckinneytexas.org)

### Area Parks and Recreation

**McKinney Community Center** - 2001 S Central Expressway – 972-547-2690  
**Senior Recreation Center** – 1400 S College St – 972-547-7491  
**Old Settler’s Recreation Center** – 1201 E Louisiana St – 972-542-5014  
**Town Lake Recreation Area** -1405 Wilson Creek Pkwy  
**Apex Centre** – 3003 Alma Rd – Gabe Nesbitt Community Park – 972-547-2739  
**McKinney Dog Park** – 2996 Virginia Pkwy  
**Cottonwood Park** – 212 McMakin St  
**Dr Glenn Mitchell Memorial Park** – 300 W Louisiana St  
**Valley Creek Park** – 2750 Valley Creek Trail  
**Finch Park** – 301 W Sandifer St

For a complete list of parks and recreation, go to the City of McKinney website listed above.

## About McKinney

The elements that established McKinney as unique from its very beginnings are the same that continue to attract residents, visitors and businesses to our community today. Beautiful tree-lined streets, diverse residential neighborhoods, outstanding educational opportunities, a robust business environment, a charming historic downtown and a strong sense of community make McKinney truly stand out. The *Unique by Nature* brand so strongly associated with the city is more than a tagline, it is a commitment that embodies the community's willingness to work together to make McKinney a great place to be. As one of the fastest-growing cities in the nation, residents, businesses and visitors alike show that they strongly embrace the community's vision and strong overall quality of life.

Just 30 miles north of downtown Dallas, McKinney is a picturesque city with a small-town feel that is quite different from the Metroplex's urban sprawl. Our friendly charm, green spaces and comfortable pace belie the fact that McKinney, with a population of more than 168,000, is one of the fastest-growing cities in America.

### A Stand-Out Community

The nation continues to recognize McKinney as a stand-out community. *Money Magazine* ranked McKinney the [#1 Best Place to Live in America](#) in 2014. Factors considered included employment, schools, crime and safety, as well as overall quality of life aspects including a feeling of community pride. This adds to the accolades already received from Forbes, Best Life Magazine, CNNMoney and more.

While many factors combine to make McKinney a truly special place in America, it is the people in McKinney who bring these vibrant qualities to life. That community spirit is embodied in a friendly, safe and inviting city that holds strong ties to its roots and history while enjoying rapid economic development and continually adding new amenities that compliment and expand our unique quality of life.

***This is McKinney, Texas, and we are Unique by Nature***