

**Country Club Estates Homeowners' Association**  
**Architectural Control Committee**  
**Owner's/Builder's Proposal for Installation of Solar Panels**

Dear Owner/Builder:

You have expressed an interest in adding solar panels to an existing residence. As you are aware, Country Club Estates subdivision is a restricted community subject to a Declaration of Covenants, Conditions, and Restrictions (CC&Rs) filed with the Guadalupe County Clerk's Office. Please be sure you have read these restrictions thoroughly, as you are required to comply with all of them. This proposal is **not** intended to be a substitute for the CC&Rs.

Prior to beginning any construction or making any changes to the existing residence, you must provide the Architectural Control Committee (ACC) of the homeowners' association with the following information. The ACC will use this information to determine whether or not to approve your proposal. As required by the CC&Rs, written approval must be obtained from the ACC **prior** to beginning any construction or making any changes.

Please email your proposal documents or questions to [SeguinCCEHOAacc@gmail.com](mailto:SeguinCCEHOAacc@gmail.com).

**REQUIRED INFORMATION**

In addition to completing the following questionnaire, please provide these documents to the ACC:

- 1) A scaled drawing showing the proposed location of all the proposed panels, including any exposed/visible electrical conduit, boxes, meters, etc. required to provide solar power to the home, to connect to the existing exterior electrical equipment, and/or to sell power back to GVEC.

Note that the CC&Rs in Article V. Section X. require that, whenever possible, solar collectors be "installed in a location that is not visible from the public street in front of or to the side of any residence." In addition, Section W. requires that electrical and other utility lines not owned by a governmental entity or a public utility company shall be "installed in underground conduits or other underground facilities unless otherwise approved in writing" by the ACC.

- 2) A color photo of the proposed panels showing the architectural features, e.g., the type, color, size installed on another property.
- 3) Color photos of any other exposed/visible electrical conduit, boxes, meters, etc. required to provide solar power to the home, to connect to the existing exterior electrical equipment, and/or to sell power back to GVEC already installed on another residence.
- 4) A copy of the Electrical Permit required & issued by the City of Seguin. If the permit is not provided with this proposal, it must be provided at a later date and the ACC's approval of this proposal may be made conditional upon receipt of the permit.

Lot Number and/or Address: \_\_\_\_\_

Lot Owner's Name: \_\_\_\_\_

Lot Owner's Address, if different from address above: \_\_\_\_\_

Lot Owner's Phone Number: \_\_\_\_\_

Please provide the following information:

- 1) The name, mailing address, email address, phone number, and Texas Electrical Contractor's License (TECL) number of the company installing the solar system:

\_\_\_\_\_  
\_\_\_\_\_

- 2) The name, mailing address, email address, & phone number of the company selling the solar system, if different than the company installing the system:

\_\_\_\_\_

\_\_\_\_\_

- 3) Quantity and Dimensions of individual panels proposed to be installed:

quantity \_\_\_\_\_ width \_\_\_\_\_ length \_\_\_\_\_

maximum installed height from roof surface \_\_\_\_\_

- 4) Disclose below which, if any, of the panels will be movable/adjustable versus fixed in place:

\_\_\_\_\_

\_\_\_\_\_

The information provided above is complete and accurate. I acknowledge that I have read the CC&Rs and I am responsible for complying with them as well as Uniform Building Codes, national/state/local electrical safety codes, local government codes and ordinances, plat requirements, and any applicable safety requirements. I agree to provide any additional information requested by the Committee and to allow site inspections related to the installation. If there are any modifications or changes to the original plans submitted, including but not limited to exterior design and materials, color, lot placement, etc., I will submit a new proposal to the Committee for approval prior to beginning construction or making said changes.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
For Architectural Control Committee Use Only

Based on a review of the information provided, the Architectural Control Committee

☐

approves the proposal.

☐

does not approve the proposal.

\_\_\_\_\_  
Committee Member's Signature

\_\_\_\_\_  
Date