

## **ACC REQUEST GUIDELINES AND PROCEDURES (REVISED 6/25/2020)**

Lake View Estates Venture Homeowners' Association (LEVHA), of which we are all members, is a planned unit development (PUD). There are covenants, conditions and restrictions (CC&Rs) applicable to changes and modifications that people may want to make to their property. The committee responsible for making sure that the changes and modifications are in harmony with those CC&Rs is the ARCHITECTURAL CONTROL COMMITTEE (ACC).

Article II of the PUD Declarations outlines the areas for which the ACC has responsibility. Those areas include external modifications and changes that are visible to members of LEVHA. The purpose of these CC&Rs is to guarantee that this PUD is maintained attractive to this community, that property values are maintained or enhanced and the residents find that this area is a satisfying place to live.

AppleRidge COA, Christianna COA and Terrace COA also have CC&Rs that are applicable to changes and modifications that people may want to make to their property. The respective Declarations for each COA outline the areas for which the ACC has responsibility. Those areas can include both internal and external modifications. When external modifications are desired, the request would need approval from both the COA and LEVHA.

### **WHEN IS AN ACC REQUEST NECESSARY – Private homes**

- Erection of any new structure on a lot, such as a storage shed, greenhouse, hot tub and/or fence
- Any alteration to the lot such as patios, driveways, fencing, walls, grading or landscaping of any kind.
- Construction to alter the exterior of any structure such as an addition to a house, decks, stairways, painting, exterior lighting, windows, doors, garage doors and roofing material.
- Any alteration of drainage by any means, such as curbing, rain gutters etc.

### **WHEN IS AN ACC REQUEST NECESSARY – Condominiums**

- Any alteration to the interior such as cabinets, plumbing, electrical, flooring, door and windows.

### **WHEN IS AN ACC REQUEST NOT NECESSARY**

- Painting or staining of an exterior if the color used is essentially the same as the current color, and, the current color was not used in violation of any Committee Ruling.
- Repairs to roofing or repairs to the exterior of any structure provided that the color and texture of the material is substantially similar to the current color and texture.

### **HOW DO I SUBMIT AN ACC REQUEST**

- All ACC requests must be submitted by the 10<sup>th</sup> of the month. This ensures the time necessary for the Committee to review the request before each Associations regular monthly meetings.
- Requests need to be accompanied by a detailed description of the work to be performed and/or architectural plans, color chart for paint/stain, color of trim and type of windows and doors.
- The Committee may recommend approval by the Board if no further information is deemed necessary; otherwise, the Committee may require additional drawings, specification and/or plans and shall notify the owner.
- Requests will be reviewed by the Committee and then either approved or denied at the next Board meeting.
- The Board shall have thirty (30) days from the date the request was received along with all required materials, to approve or reject the request. (Refer to Article 2, Paragraph E of the Declaration of Covenants, Conditions and Restrictions for LEVHA.)
- Homeowners will be notified of the Board's decision.
- Homeowners' will be responsible for acquiring any necessary building permits. A copy of the permit needs to be given to the LEVHA office.
- Any deviation from "approved" plans may result in cancellation of approval and a directive from the Board to remove the unauthorized work.
- Homeowners' MUST obtain approval for remodeling, landscaping, construction or painting PRIOR to starting a project. A \$200 fine shall be assessed by the Board for starting unapproved projects.
- Permits will need to be pulled for any mechanical, plumbing, electrical, swamp cooler or refrigerated air units and drain systems. A copy of the permit must be on file with the LEVHA office PRIOR to beginning project.

## **APPROVED COLOR PALETTES AND MATERIALS**

These guidelines and procedures are not designed to restrict homeowners in the maintenance of their property. The intent is to insure consistency and harmony in all changes and modifications. Please review the list below to see the list of colors and materials that are currently approved by the ACC.

- If your desired project falls within the approved guidelines set forth in this document a request MUST still be submitted.
- If your project falls outside of the guidelines set forth in this document, your request will still be reviewed by the Committee for approval.
- Look around the neighborhood for your inspiration as most homes have an approved palette and/or materials in use.
- Reference the address of the home if the color palette or materials are similar to what you are submitting.

The Architectural Control Committee has approved the following list of materials and colors for any exterior modifications to your home.

### **FENCING MATERIALS AND COLORS**

- Wood or combination of wood, wire and metal
- Wood must be finished with stain or paint
  - Brown tones
  - Gray tones
  - Cedar and or Redwood tones
- Smooth side faces exterior of property (public view), rough side faces interior of property
- No chain link
- No vinyl

### **HOUSE BODY COLORS**

- Tones of Brown, Cream, Beige, Taupe and Gray

### **TRIM COLORS**

- Tones of Brown, Cream, Beige, Taupe, Grey and Black

### **ACCENT COLORS**

- Jewel tones are only acceptable as accent colors only; such as on front doors

### **FRONT ENTRANCE DOORS**

- AppleRidge, Terrace and Christianna homeowners have the entrance door color and type of door controlled by the Association
- Single family homeowners can choose any door type and may use an approved accent color.

### **PATIO DOORS**

- Single family and AppleRidge homeowners can have French doors
  - AppleRidge frame must be tan or almond
  - Single family frame can be white, tan or almond
- Terrace and Christianna homeowners must be a sliding glass door with a tan or almond frame.

### **WINDOW FRAME**

- SINGLE FAMILY HOMEOWNERS

- Window frame is a tan, almond or white in color
- APPLERIDGE HOMEOWNERS
  - Window frame is a tan or almond
- CHRISTIANNA HOMEOWNERS
  - Window frame is a tan or almond
- TERRACE HOMEOWNERS
  - Window frame is a tan or almond

## **LANDSCAPING**

- All trees must be approved by LEVHA, the grounds committee and our Arborologist/tree maintenance vendor.
- Shrubs and/or bushes over four (4) feet in height must be approved
- Removal of any tree must be approved
- No junipers allowed
- No invasive ground cover allowed

**NOTE: WHEN UPGRADING WINDOWS IN THE CONDOMINIUMS, IF THE BUILDING TRIM NEEDS TO BE REPLACED OR IS DAMAGED THE OWNER IS RESPONSIBLE FOR REPAIR.**