

**ACC Review Application**

Email completed Architectural Control Committee (ACC) application to WPOA Secretary:

Mary Jo Gillam / mjggillam@gmail.com

*In reviewing this application, the Architectural Control Committee will examine the conformance of the application to the adopted Architectural Control Guidelines as well as any covenants or use restrictions in the recorded Wedgewood Declaration. **The Current guidelines and standards are available on the Wedgewood Property***

***Owners Association website: <https://wedgewoodpropertyownersassociationinc.com>***

Owners Name(s): \_\_\_\_\_

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

Mailing Address (if different): \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

**Scope of Improvement - Select all that apply (Note: See page 2 for drawing requirements)**

Doors and Windows – Provide product brochure depicting color and style

Driveway - Drawings required

Home Addition - Drawings required

Painting - Provide exterior painting information described below

Patio Addition / Patio Cover - Drawings required

Roofing - Provide product brochure depicting color and style

Sidewalk - Drawings required

Storage Buildings - Drawings required

Wall, Fence, Other Screening - Drawings required

Other \_\_\_\_\_

**Exterior Painting Information - (Only complete if applicable):** Include paint samples (min 2"x3" swatch) of all proposed colors, (Body, Trim and Accent). If repainting home to match existing color(s), provide photo of home as it is currently painted.

Color information: Include Brand Name, Color and Color Code

Base / Body \_\_\_\_\_

Trim(s) \_\_\_\_\_

Accent(s): \_\_\_\_\_

Front Door \_\_\_\_\_

**Description of work (Include nature, kind, location, and exterior color of proposed improvement):****Names and addresses of Architect, Contractor or other Owner Representative(s), if any:**

\_\_\_\_\_

\_\_\_\_\_

**Attachments - Select all that apply**

Color Samples

Manufacturer's Brochure(s) / Specifications

Photo(s)

Other \_\_\_\_\_

Drawings and Plans

Site Plan(s)

Elevations

Other \_\_\_\_\_

### Drawing Submittal Requirements:

- Drawing showing proposed improvements shall include, but not be limited to the following:
  - Site Plan "Top Down View" – Improvements shall be drawn to scale on a copy of your lot survey to show where the change will be placed. The Site Plan shall clearly show the dimensions and relationship to all existing structures, easements, setbacks and lot lines
  - Elevations are required for home and patio additions, or other structures. Elevations shall be drawings showing the side, front and rear views of the proposed improvement. Provide one or more elevations for each view.

*Note: The lot survey of your property is typically located in your closing documents, and includes the size and shape of your property and location of existing pavement and structures.*

### Compliance / Disclaimer Statement

*\*\* By submitting this request, the homeowner acknowledges that they have read and agreed to the following provisions. Please read and sign below.*

- 1. No improvement shall commence until approved in writing by the Architectural Control Committee (ACC). Failure to obtain the prior written approval of the ACC may result in removal or modification of the unapproved improvement or change.*
- 2. Homeowner agrees to comply with all codes, rules, regulations, ordinances, laws, and other requirements of any legally constituted public authority having jurisdiction over the property and agrees to do so solely at their own expense.*
- 3. In instances where conditional approval is granted, the homeowner is bound by, and agrees to follow the written stipulations or conditions set forth by the ACC.*
- 4. The Committee has 30 days from receipt of all documents to review such plans and act upon your request. To ensure a timely review, please provide drawings of all modifications or improvements being requested. Information should include dimensions, materials, colors as well as the proposed located. Photographs, brochures, or plans that will assist the Committee in the review of the information should be included with the submittal.*
- 5. Committee approval does not constitute waiver of any requirements of applicable governmental agencies.*
- 6. Homeowner will inquire with local governing agencies regarding required permits before starting any work on property involving new construction, alterations, or additions.*

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner' Printed Name: \_\_\_\_\_

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### Committee Action:

Committee Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved as submitted

Approved subject to the following requirements - See Below / Attached

Not approved for the following reasons - See Below / Attached

### Committee Comments: