

ACC (exterior modification) Questions

- **What is the ACC and its purpose?**

ACC stands for Architectural Control Committee. This committee is authorized in Article X of the Master Declarations of the Covenants, Conditions and Restrictions (CC&Rs) for the community. The members of the committee are volunteers and have been appointed by the Board of Directors. The purpose of the committee is to assist the Board of Directors in regulating the external design appearance, use and maintenance of neighborhood homes in order to help preserve property values.

- **What are the deed restrictions (CC&Rs) and do I have to abide by them?**

Yes. Deed restrictions are rules that govern the association and its members. The deed restrictions and architectural controls set forth in the CC&Rs and ACC Bulletins and Guidelines ensure the preservation of the original architectural design intent.

- **Do I need approval to make exterior improvements to my property?**

In most cases yes. Alterations or additions to the exterior of your property must be approved in writing by the ACC prior to the start of your project. Failure to receive prior ACC approval could put your investment at risk and you may be required to remove or reverse the change(s)/improvement(s). Please review the ACC information, bulletins and guidelines listed under menu item DOCUMENTS. If you have additional questions, please contact the association's onsite office at email: manager@wellingtonhoa.net or phone: 972-874-8483

- **If I get a building permit from the town, do I still need ACC approval?**

Yes. Approval from the town **does not constitute approval from the ACC**. The HOA still requires the homeowner to submit their plans in writing for review by the ACC.

- **If the ACC approves a modification for my neighbor, can I assume that the same modification will be approved for me?**

No. Each property and project is potentially different. Applications are reviewed on a case by case basis. Always get ACC approval before making changes to your property.

- **What are examples of modifications that require ACC approval?**

Examples of modifications (but limited to) that require ACC review and approval include:

Roof repair or replacement

Repainting - whether a door, shutters or the entire home trim

Repairing or extending driveways or walkways

Replacing or re-staining a fence

Replacing windows

Adding a pool, outdoor kitchen, firepit, patio cover or arbor

Changes to exterior lighting

Adding solar screens

Adding a storage unit

Changes to landscape designs and borders (this does not include the planting of annuals or the replacement of existing plant material in existing landscaping beds)

- **How do I submit an Architectural Control Committee (ACC) application?**

Please visit the HOA website to submit an online application form. Supporting attachments and photos may be emailed directly to the onsite staff at manager@wellingtonhoa.net. Once your form has been received, you may be contacted if additional information or clarification is needed. The review committee (which is composed of unpaid neighborhood volunteers) has up to 31 days to review your request; however, the average review time is usually much less (approximately 5-10 days). Once the review committee has processed your request you will be sent a letter approving or denying your request. Please note the majority of requests are approved. The most common reason for ACC denial is insufficient information provided about the project to process the application. Remember to include in your submission as much detail about the project as possible.