

# **ARCHITECTURAL CONTROL COMMITTEE (ACC)**

## **Purpose and Function**

The Woodlake Property Owners' Association's (hereafter referred to as the "Association") Architectural Control Committee (hereafter referred to as the "ACC") consists of at least three but, no more than nine voting members. ACC Committee members include residents of each of the three major sections of Woodlake: Woodlake Section One; Cliffs of Woodlake; Cliffs of Woodlake Phase II. Special skills persons outside Woodlake may be included on the Committee. ACC decisions require a majority vote of ACC members. ACC decisions are usually time-sensitive because owners/builders are usually eager to get started with their construction after plans are developed. The Chairman may obtain the vote of ACC members by personal contact, phone contact or e-mail contact in addition to in-person group meetings. The ACC holds meetings "as necessary" to conduct business and has no "regular" meetings.

The duties and responsibilities of the ACC include, but are not limited to, the review and approval or disapproval of all construction project plans within the Woodlake subdivision. Construction projects may be new construction or additions or alterations to existing construction. Construction projects include, but are not limited to, new houses, house renovations, room additions, porch additions, driveways, patios, detached buildings, fences, decks, pools, mail boxes, built-in BBQs and major (permanent) landscaping. Failure to obtain approval for a construction project within Woodlake can result in disapproval of the project, during construction or after completion, if it doesn't meet ACC requirements. Subsequent disapproval of the project could result in mandatory alteration or demolition of the project.

The ACC approves/disapproves construction projects based on its interpretation of the relevant protective covenants. Woodlake protective covenants can be found [HERE](#). Boundaries of the four major sections of Woodlake can be found [HERE](#). An application form for a construction project in Woodlake can be found [HERE](#).

Submission of the application form should be made to the Chairman of the ACC, at the address/phone number/fax number/e-mail address listed below. Plans are not considered "submitted" until accepted as "complete" by the Chairman of the ACC. Plans will be determined "complete" or "incomplete" within 48 hours after being received. This complete/incomplete decision may have to be verbal, if e-mail or fax information is not provided. "Complete" plans will be reviewed and approved or disapproved within 30 days after acceptance. The ACC reserves the right to require additional information, even after plans are determined "complete" by the chairman and the 30 day clock has begun. Partial plans will be accepted but, will not be considered submitted for the purpose of the 30 day decision requirement, until the plans are complete.

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