

# NEW Windows / Glass Only Replacement / Shutter Replacement /Front Door Replacement Guidelines

## Architectural Control Committee

**Section 5.1: Authority:** Except as specifically provided for homebuilders in Section 5.3, no landscaping shall be undertaken, and no building, fence, wall or other structure shall be commenced, erected, placed, maintained or altered on any Lot, nor shall any exterior painting of, exterior addition to, or alteration of, such items be made until all plans and specifications and a plot plan have been submitted to, and approved in writing by the Committee.

**Section 5.4: Standards:** The Committee shall use its good faith efforts to promote and ensure a high level of taste, design, quality, harmony and conformity throughout the Property consistent with this Declaration. The Committee shall have sole discretion with respect to taste, design, and all standards specified herein. One objective of the committee is to prevent unusual, radical, curious, odd, bizarre, peculiar or irregular structures from being built on the Property. The Committee from time to time may publish and promulgate bulletins regarding architectural standards, which shall be fair, reasonable and uniformly applied and shall carry forward the spirit and intention of this Declaration.

Please note that these guidelines are to help residents understand the request form but are not meant to "shortcut" the approval process. All architectural plans must be submitted for review by the ACC **PRIOR** to the commencement of any construction. Homeowners should review Declaration of Covenants, Conditions, and Restrictions at the website listed below, specifically.

- o Article IV, "Construction of Improvements and Use of Lots" and
- o Article V, "Architectural Control Committee"

**Requests should be submitted to the ACC via the Request Form found on the ACC WEB site containing a detailed description as detailed below of what your window/shutter/front door replacement request is. Plans will be delayed and/or declined due to inadequate information being provided. Normal turnover time after submittal to the ACC may be up to thirty days**

While not necessary, homeowners may request to attend a Committee meeting ( usually every 60 days with exception of Thanksgiving/Christmas) using [acc@watterscrossing.com](mailto:acc@watterscrossing.com) and requesting to be placed on the meeting agenda. Following a review by the Committee, requests will be approved or disapproved within 30 days thereafter.

Approval/denial by the ACC will not be issued at the time of the meeting

### **Revision Dates - Version:**

20210831 – Initial draft for new guideline format **BP Revised 8-19-2021**

**20220218 – Show wording for changes to elevation**

**1 15 2023 - ACC updates**

**12 1 2024 – ACC Update**

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## In General:

- Windows replacement may be Glass Only or entire Frame / Glass
- Any glass used must be non-reflective and non-opaque.
  - Green-tint is acceptable.
  - Glass in bathroom areas may be decorative or frosted.
- Muntin's are optional but must be consistent and same color for all windows.

## Guidelines:

### 1. New Window Screens:

- Window screens shall be integral with the window, earth toned in color and complementary of the house.

### 2. Entire Frame And Glass Replacement:

- **RECOMMENDED with ACC Approval- All windows in the home will be replaced at the same time:**
- **Alternate Method with ACC Approval:**
  - **All windows on one or more sides of the home shall be ALL replaced at the same time**
    - **Homeowner aligns to replace remaining windows within a two year timeline upon ACC approval of their original submittal.**
      - Windows to be the exact style frame, exact frame color, exact window tint.
        - Will need ACC subsequent new submittal
- **Window openings and glass shape shall remain as originally built. No portion of any window which is originally window may be replaced with any solid or opaque material.**
- Frames should be vinyl, wood, or aluminum with a color compatible with the color scheme of the house. Please attach a picture of the proposed frames showing glass color and frame color to your request.
- Indicate on request if muntin's will be used inside glass
- All new windows must be non-reflective and non-opaque. Green-tint is acceptable.
- Glass in bathroom areas may be decorative or frosted.
- All windows frames will remain the same as submitted on your application.
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### 3. Glass Replacement Only

- Glass may be replaced, but NO changes allowed to window tint, inside mullions (if applicable) and window frames.

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## 4. Shutters:

- Shutters must be proportioned and sized to match windows and/or doors. In order to give the appearance that the shutters are operable, the shutter width should equal one half of the overall window width (i.e., a 3' wide window should have a pair of 1'- 6" wide shutters). The shutter color should be compatible with the color scheme of the house.

## 5. Removing Shutters only, no request is necessary

## 6. Front Doors

- Replacement of front doors will be by individual request to the ACC. Please provide a picture, door color and material type, frame color and frame material as well as a description of any ornamental door accessories. Your contractor should be able to provide you with detailed information for your submittal request.

### Useful Links:

#### Architectural Control Committee:

<http://www.watterscrossing.com/architectural%20control.html>

#### Declaration of Covenants, Conditions and Restrictions:

<http://www.watterscrossing.com/Covenants.pdf>

#### Frequently Asked Questions:

<http://www.watterscrossing.com/Reminders.pdf>