

# Watters Crossing Architectural Control Committee Review Procedures

Following are the Review Procedures that each Homeowner and the Architectural Control Committee will adhere to regarding any improvements in residential properties within Watters Crossing:

- Homeowner shall review applicable sections of the Declaration of Covenants, Conditions, and Restrictions; including, Article IV, "Construction of Improvements and Use of Lots" and Article V, "Architectural Control Committee"
- Homeowner shall submit all requests via the online Project Submission Forms located in the ACC link at [www.watterscrossing.com](http://www.watterscrossing.com)
- No verbal requests will be taken.
- Homeowner will include:
  - What you intend to do
  - Plot plan, in rough form, with dimensions
  - Elevation, in rough form, with dimensions
  - Description of all surface finishes
  - Description and sizes (gallons) of all plants when landscaping
  - Desired construction start date
  - Paint and/or stain chip
  - Full name and address
  - Email address
- All requests will be reviewed following receipt of such requests. While the Committee is permitted 30 days for review as stated in the Covenants, most project submissions are turned around within a few days.
- Homeowner may request their attendance at the Committee meeting by contacting [acc@watterscrossing.com](mailto:acc@watterscrossing.com) and requesting to be placed on the meeting agenda
- Following review by the Committee, requests will be either approved, or disapproved
- Notification to be emailed to the Watters Crossing resident
- Committee may make suggestions to the homeowner's requests, which would result in approval of requests
- It is recommended that you attach this form to your Declaration of Covenants, Conditions, and Restrictions