

Architectural Control Guidelines Frequently Asked Questions

I am planning to install new windows or a new deck. Do I need permission from the HOA?

Yes, you must receive permission from the Architectural Control Committee (ACC) to insure uniformity throughout the community. Don't panic. The process to gain permission is relatively easy. You must fill out an Appendix A Request. Just click [here](#) and you can download the form. Print it, fill it out, and e-mail it to Pamela Caparelli at pamilacaparelli@me.com. Be sure to include your telephone number, in case the ACC requires additional information. When your request is approved you should insure that the contractor is following the guidance you receive.

I am going to paint the exterior of my house. How do I know what colors to use?

Appendix C of the Architectural Control Guideline contains the color approved for each house in Caroline Oaks. Just look up your house number and you will have the approved, door, shutter, and trim color. The colors are from the McCormick Paints Exterior Color Collection. These colors can be mixed by other paint suppliers but we recommend McCormick because we have found that McCormick paints resist fading better.

I need to replace my siding. Is HOA approval required?

Yes, the ACC approves requests to replace existing siding with vinyl siding on a case by case basis. Use the Appendix A form to request approval, providing a description of the product and either a sample of the product or brochures showing the design and color (a link to online manufacturers information may suffice). Alcoa Meadowbrook 4.5 Double Dutch Lap vinyl siding is a product very similar to the original design, but there are probably others as well. In any case, selecting a product as similar to the original as possible in design and color will facilitate approval.

Do I need to get approval to put up a shed in my back yard even if it is inside my fence?

If a shed or other structure inside the back yard fence will be taller than the top of the fence, then Appendix A approval is required. This includes the roof of the shed or other structure.

I need to replace my deck/fence. Is HOA approval required?

Yes, use Appendix A to describe the design and materials for the planned project and submit for approval prior to your construction.