

## **Lake Saint Louis ACC Reminder**

### **Procedure And Requirements For Obtaining Approval**

ACC approval is required for new construction, major alterations, color changes, or any projects that alter the exterior appearance of your home. (C&Rs Article VIII).

**A. Architectural Review** - The ACC meets at the CA Office, 100 Cognac Court, Lake Saint Louis.

1. Applications must be submitted and fees paid ten (10) calendar days prior to the ACC meeting. Applications are available at the CA Offices, 100 Cognac Court, (636)-625-8276.

2. Applications must include plans and color samples. Plans should be neatly drawn to 1/4" scale. Architectural drawings must be project specific and accurately represent the project to be constructed. Plans for new construction or major renovations must meet professional design standards.

3. Applicants are encouraged to attend the ACC meeting where their project will be reviewed. While not a prerequisite, attendance allows questions to be answered and on-the-spot revisions to be made, if required.

4. Decisions are announced at the meeting and/or mailed to the applicant within five (5) business days.

5. Revised plans for projects that have been rejected may be resubmitted without an additional fee.

6. Approval will only be granted when the assessments against the lot are current.

7. Construction shall not begin until the project has been approved. Construction must start within six (6) months of approval of the plans or the plans must be resubmitted.

**B. Completion Time** - Project exteriors shall be completed within five (5) months from the start of construction. (C&Rs Article X, Section 2(e).

**C. Compliance Inspections** - Projects may be inspected during construction and/or upon completion. The builder and/or property owner will be notified of deficiencies requiring corrective action.

**D. Special Note** - Many projects require City or County review and permits in addition to ACC approval. It is the property owner's responsibility to obtain all required permits. City or County approval does not preclude the need for ACC approval and vice versa.