

Revised 04/03/2009

**INTRODUCTION**

These Architectural Control Committee (ACC) guidelines are designed to assist the ACC and owners in the **Crystal Falls of Vero** community through the architectural review process. These guidelines compliment, support, and should be used in conjunction with the Amended Declaration of Covenants, conditions, easements, rights, limitations, and restrictions for Crystal Falls of Vero and the by-laws of Crystal Falls of Vero. These documents are available on our website [www.crystalfallsvero.org](http://www.crystalfallsvero.org) or by request in writing. The ACC review process is designed to create and preserve a community that is attractive, livable, and protective of property values.

**ARCHITECTURAL CONTROL COMMITTEE**

**Mission Statement:** The ACC shall set and enforce reasonable standards in order to ensure that the homeowner’s proposed plans are harmonious to the exterior design and existing materials of the Crystal Falls of Vero Community. The ACC will perform other duties, from time to time, as necessary, including the inspection of construction and progress to review for conformance with the plans approved by the ACC. It is the goal of the ACC to work with each homeowner in a respectful and professional manner. For more detail reference Article V of the Amended Declaration of Covenants, conditions, easements, rights, limitations, and restrictions for Crystal Falls of Vero.

**Form Name:**

**Crystal Falls Property Owners Association: *Architectural Control Committee (ACC) Checklist***

**Lot Number:** \_\_\_\_\_

**Owner(s) Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**I. Lender:** \_\_\_\_\_

**II: Building Contractor**

\_\_\_ ACC notified of selected Building Contractor (Date: \_\_\_\_\_)

Builder's Name: \_\_\_\_\_

Builder's Phone: \_\_\_\_\_

Company's Name: \_\_\_\_\_

Company's Address City/State/Zip: \_\_\_\_\_

Company's Phone: \_\_\_\_\_

Builder agrees to complete home within one year of commencement of construction. [Article II, para. (66)]  
And is aware and will abide by this ACC checklist and Crystal Falls of Vero Property Owner's Association  
Amended Covenants. \_\_\_ ACC received Compliance letter (Date: \_\_\_\_\_)

\_\_\_ State or IRC License: ACC received copy of Contractor License. [Article II, para. 24)] (Date: \_\_\_\_\_)

\_\_\_ Lender & Vendor References (Date: \_\_\_\_\_)

\_\_\_ Proof of Insurance & Workman's Comp. (Date: \_\_\_\_\_) .

Comments: \_\_\_\_\_

ACC Members Sign-Off: \_\_\_\_\_

ACC Approval Letter sent (Date: \_\_\_\_\_)

**III: Lot Clearing**

\_\_\_ ACC received request to clear lot (Date: \_\_\_\_\_) [Article II, para. (17)]

\_\_\_ Natural Vegetation: at least 20% of existing vegetation retained. [Article II, para. (17)]

\_\_\_ Trees: None over 6" in dia. being removed unless ACC considers necessary. [Article II, para. (17)]

Comments: \_\_\_\_\_

ACC Members Sign-Off: \_\_\_\_\_

\_\_\_ ACC Approval Letter sent (Date: \_\_\_\_\_)

**IV: House Plans**

\_\_\_ ACC received House Plans (Date: \_\_\_\_\_). [Article II, para. (6)]

\_\_\_ ACC received Boundary Survey (Date: \_\_\_\_\_). [Article II, para. (6)]

\_\_\_ Construction materials: all new. [Article II, para. (6)]

\_\_\_ Domes (or other offensive structures): None. [Article II, para. (6)]

\_\_\_ Exterior Colors: Earth tone; Paint color selected. & approved by ACC. [Article II, para. (6)]

ACC has a selection of approved colors for review. Color Selected: \_\_\_\_\_

\_\_\_ Exterior Walls: minimum height of 9'4". [Article II, para. (6)]

\_\_\_ Garage: Accommodates minimum of 2 vehicles. [Article II, para. (5)]

\_\_\_ Garage: Attached to house, 3 door max. [Article II, para. (5)]

\_\_\_ Height Limitation: Not greater than 2 stories. Single Story: 25' max; 2 Story: 30' max.  
[Article 11, para. (7)]

\_\_\_ Pavers: Sample received and meets ACC approval. [Article II, para. (26)]

\_\_\_ Roof Material: Dimensional type shingles, cement tile, or tin. [Article II, para. (6)]

\_\_\_ Roof Pitch: Minimum of 6 feet in 12 feet. [Article II, para. (6)]

\_\_\_ Roof Sample: Received by ACC

\_\_\_ Setbacks: min. of 25' front and back, 15' sides [(Article II, para. (7)]. Plus 15' Lake Maintenance Easement for homes  
backing Track B. [Article I, para. (13)]

\_\_\_ Sidewalk: 4' width in the right-of-way of Street (lakeside properties have none). [Article II, para. (23)]

\_\_\_ Size: One Story min living area of 1,800 s.f.; 2 Story min of 2,000 s.f.(1<sup>st</sup> floor min 1,200 s.f.);  
lakeside homes min. of 2,500 s.f. [(Article II, para. (7)]

\_\_\_ Soffits: Minimum of 24" [Article II, para. (6)]

\_\_\_ Vinyl siding: None [Article II, para. (6)]

\_\_\_ Eight (8') Foot Tall Exterior Doors

ACC Members Sign-Off: \_\_\_\_\_

ACC Approval Letter sent (Date: \_\_\_\_\_)

**V: Pool \_\_\_\_\_ Yes \_\_\_\_\_ No, If Yes Complete this section Note: Above Ground Pools will not be allowed.**

Contractor's Name: \_\_\_\_\_

Contractor's Phone #: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Phone #: \_\_\_\_\_

Company Address : \_\_\_\_\_

License # : \_\_\_\_\_ Expiration Date: \_\_\_\_\_

\_\_\_ ACC received plans

\_\_\_ ACC received Survey (If included on home survey, survey meets requirement).

\_\_\_ Pool meets County setback requirement.

\_\_\_ To be screened of fenced \_\_\_\_\_?

**VI: Landscaping**

\_\_\_ ACC received Landscaping Plans (Date : \_\_\_\_\_). [Article II, para. (6)]

\_\_\_ Landscaping plans meet or exceed the minimum dollar amount requirement. [Article II, para. (17) ]

\_\_\_ Air Conditioning Units: Hidden from street and adjacent properties. [Article II, para. (6) & (20, Amendment I)]

\_\_\_ Fences & Hedges: If any, only along side and back, and of approved material (special restrictions for lake homes)  
[Article II, para. (8)]

\_\_\_ Oak Trees: min. of 2 with 3" dia. trunks, 10' tall, at least one in front yard. [Article II, para. (17)]

\_\_\_ Irrigation system & wells [Article II para.( 17)] (ACC recommends digging wells to a level that minimizes orange stains)

Comments: \_\_\_\_\_

ACC Members Sign-Off: \_\_\_\_\_

ACC Approval Letter sent (Date: \_\_\_\_\_)

**VII: General**

\_\_\_ Sheds Not Permitted

\_\_\_ Fences: Don't restrict drainage flow and maintain a consistent horizontal line. [Article VII, para. (11)]

\_\_\_ Gazebo: None in front yard; ACC review and approval of any in rear yard [Article II, para. (5)]