Property Owner

Address

Email Address

Lot Plat Phone

NOTE: ACC meetings are conducted on the 2nd and 4th Thursday of each month starting at

6:30 PM. Applicants are encouraged to attend the meeting to present their application request and answer questions during the public comment portion of the meeting. Applicants will be notified of the Committee’s decision within five (5) business days following the meeting date.

Lakefront project applications must be submitted **10 days prior** to the meeting date. All other applications must be submitted by 5:00 PM on Monday, the week of the ACC Meeting. Applications determined to be “incomplete” shall not be considered “submitted”.

**Please Indicate below ALL of the work that will be included in this project and complete the relevant sections on the following pages. Only relevant pages need be submitted.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Project Item** |  | **Project Item** |
|  | New Construction  |  | Dock\*  |
|  | Exterior Colors (including new construction) |  | Lift/Canopy\*  |
|  | Tree Removal  |  | Canopy Screens  |
|  | Satellite Dish |  | Room Addition/Alteration |
|  | Fence  |  | Deck  |
|  | Swimming Pool |  | Patio  |
|  | Retaining Wall  |  | Other  |
|  | Seawall\*  |  |  |

\*Lakefront projects require the approval of the ACC, the Water Patrol, CA Staff (General Manager and Maintenance) and the CA Board.

**Signature: Date:**

**FOR OFFICE USE ONLY**

Date Initial Application Received: Member Code:

Is application “complete” including submittal of supporting documentation Yes No

Missing Documentation:

Date(s) Applicant Notified of Application Deficiencies:

Date(s) Application Resubmitted:

Is Applicant “current” with payment of Annual Assessment and any/all other moneys owed to the CA? Yes No

Date Application Accepted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner

Address

General Description of Project:

## New Construction (A fee of up to $1,000 per month may be assessed for commencing new home construction without prior approval from ACC or LSL Board of Directors)

**Note:** ***Property Owner and Construction managers are urged to review “New Construction Guidelines” on pages 11 – 13 of the LSLCA Architectural Guidelines prior to submitting building plans to city or ACC.*** $75.00 fee must accompany application. LSL city permit must also be obtained before construction begins.

Square Ft. 1st floor 2nd floor Total

Setbacks: Front Back Side Side

**Note: Site plan, construction plan and elevations must be submitted prior to review.**

**Room Addition --- Alteration --- Deck --- Patio**: (**Circle One)**

(***Article V – Sections A, G. ACC Guidelines)*** $25.00 application fee.

**NOTE: A city permit must be obtained before construction begins**.

Square footage added:

**Note: Site plan, construction plan and elevations must be submitted prior to review. Also provide photos of area of construction.**

**Color Review** (Includes new construction) ***Article IV Section O, ACC*** ***Guidelines)***

**Note**: List new material and colors and which colors will remain the same. A photo **must** be submitted of the exterior of the home.

Roof: Chimney Flue: Gutters:

Siding/Field: Trim: Corner Boards

Fascia Boards Shutters: Columns:

Entry Door: Garage Door: Brick/Stone:

Other

Property Owner

Address

General Description of Project:

**Swimming Pool**: ***(Article V – Section H, ACC Guidelines)***

**Note: City approval to be obtained prior to construction**. $25.00 application fee.

Size Building materials:

**Site plans, elevation, and product brochure must be attached**.

**Fence:** ***(Article V – Section I ACC Guidelines***) $25.00 fee to accompany application. As a rule, privacy fences are not allowed unless they surround an in-ground pool.

Reason for fence.

Height Material Color

**Site plans, elevations and product brochure to accompany request.**

**Trees: (Article 1 – Section D, ACC Guidelines)** Trees must be preserved if possible. No tree more than 4” in diameter measured 2’ above ground level shall be removed without ACC approval. A photo is required for all trees being removed. All trees 24” or more in diameter require a tree permit from the City of Lake St. Louis.

Dead trees shall be removed and stumps cleared to ground level. ACC must be advised.

# of trees to be removed Reason for removal

(Must have minimum of 2 trees in both front & back yard) No. of trees to be replaced:

# Satellite Dish (Article IV -- Section F-1, ACC Guidelines)

**Drawing or photo must be attached showing placement of dish.**

Name of Installer or Satellite company

Property Owner

Address

General Description of Project:

**Retaining Wall/Seawall** ***(Article I – Section G, ACC Guidelines)***

**$25.00 Application Fee. Site plans, elevations and material brochure must be submitted.**

Purpose of Wall:

Material: Length: Average Height:

**Dock and/or Boat Lift/Canopy:** ***(Article III – Section C, ACC Guidelines)***

**$25.00 Application Fee. Attach site plan, dock drawings, material and/or product brochures.**

**NOTE: All docks and hoists must receive a license from LSL Board of Directors before submitting ACC application.**

Dock Size: Footage of lake frontage:

Dock Material/Manufacturer:

Lift Size and Manufacturer:

Canopy Color and Manufacturer:

**Canopy Screen** ***(Article VII -- Section F, ACC Guidelines)***

**Attach product information.**

Name of Manufacturer and Installer:

Property Owner

Address

General Description of Project:

**Other**

**Provide information for work elements as appropriate. Include all product information.**

Materials of Construction:

Dimensions:

Color:

Other:

**ACC COMMITTEE DETERMINATION**

Property Owner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

General Description of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ACC Meeting Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Action Taken by ACC**:

\_\_\_**Approved as Submitted** (Permit issue date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

\_\_\_ Conditional **Approved (as noted)**

**\_\_\_\_ City of Lake St Louis approval of** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ required

(provide CA staff with copy of City approval letter or permit)

Note: These conditions MUST be met prior to the issuance of a Permit and no work shall begin until all conditions have been met. Failure to meet all conditions within 45 days of conditional approval shall result in the withdrawal of the conditional approval and the subsequent rejection of the application.

Property Owner (s) acceptance of these terms and conditions

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(signature) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(signature) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_ Rejected** for the following reasons: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This list is based on the application as submitted. Project modifications made to address these items could unintentionally result in different concerns arising from the ACC review. If you have any questions regarding proposed modifications, please feel free to contact CA staff member Shirley Vogt to discuss changes in the project scope prior to resubmittal of the application. No additional application fee required for the resubmittal of a project application.

**\_\_\_ Forwarded to the Board for their consideration due to the following non-compliant elements of the project**.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_**

**Architectural Control Committee Representative Date**